

Tunstall Parish Council

Minutes for the meeting of Tunstall Parish Council held on Monday 7 December 2015

Present: Cllr L Burgess (Chair), Cllr A Spicer (Vice Chair), Cllr E Senior, Cllr R Sills, Cllr R Spencer and Mrs W Licence (Clerk).

Also present were SBCllr Bonney, SBCllr Conway and SBCllr Samuel and two members of the public.

Public Time

In the absence of Cllr Burgess, Cllr Spicer took the Chair and opened the public time, welcoming everyone.

#1-How did the Parish Council provide any representation at the Local Plan Inspection concerning the Kent Science Park, omissions site and countryside gap?

What will the Parish Council do about the proposal to build four or five houses on the land between Hales House and Hales Cottage?

Cllr Spicer explained that the Parish Council has not been notified of any proposed development on the land.

Cllr Spicer said that in respect of the Local Plan, the Parish Council had made written representation on items 6. 1. 5 and 6. 1. 10 concerning the Kent Science Park and item 8 the Sittingbourne relief road. The Parish Council had not been aware of the omissions sites which was not in the original Bearing Fruits document and at the time there had been no application for the Kent Science Park. The Parish Council responded to the document it was presented with.

Cllr Burgess arrived at 7pm

SBCllr Bonney informed the meeting that a site on the omissions list can be withdrawn by the landowner.

Cllr Burgess said that it was the landowner's agent who lodged Grove End Farm for SHLAA, and this was unknown to the landowner.

Cllr Burgess apologised for being late having attended the Joint Transportation Committee meeting and resumed the Chair.

1. APOLOGIES

Apologies had been received from Cllr I Davison (work) and Cllr Fincham (work)- apologies accepted

2. DECLARATIONS OF INTEREST

None were declared

3. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 2 NOVEMBER 2015

Councillors considered the minutes of the meeting of 2 November 2015. It was **PROPOSED** by Cllr Sills to accept the minutes; **SECONDED** by Cllr Spencer: **AGREED UNANIMOUSLY**. Cllr Burgess signed the minutes as a true record of the meeting.

4. MATTERS ARISING FROM THE MINUTES

i. Tree planting at Fulston Manor Playing Field

Cllr Burgess informed Members that the tree planting proposals have now been agreed with Fulston Manor Academy and an order has been placed to plant the trees, the new trees will be planted between the horse chestnuts. The exact date for the planting is being coordinated between the contractor and Fulston Manor.

ACTION: Clerk to request the trees be planted before the end of January.

ii. Finger post sign to Village Hall

Cllr Burgess told Councillors that no response had been received to the request for a finger post sign to Village Hall.

ACTION: Cllr Burgess to contact PROW Officer.

5. SPEED WATCH

Cllr Senior informed Members that there had been a very good training session with about eighteen volunteers in attendance from Tunstall and Borden, making the scheme a viable proposition. There are teams but they will not start until mid-February.

SBCllr George arrived at 7.15pm

SBCllr Conway asked how the equipment sharing will operate

Cllr Burgess explained the equipment would be available for other Parish Councils in the Woodstock Ward to use as long as there was no clash with usage in Tunstall. Cllr Burgess thanked the Borough Councillors for their contributions towards the equipment.

Cllr Senior gave details of the Speed Watch equipment which had been recommended and the quotation of £2145.00 and £16.00 carriage from Unipar Services Ltd. Councillors considered the quotation for the equipment to set up Speed Watch. Cllr Spicer **PROPOSED** to purchase the equipment from Unipar Services Ltd; **SECONDED** by Cllr Sills: **AGREED UNANIMOUSLY**.

Councillors considered the quotation from CCS Print for six high visibility jackets for £123.00. Cllr Spicer **PROPOSED** to accept the quotation from CCS Print; **SECONDED** by Cllr Sills: **AGREED UNANIMOUSLY**.

ACTION 1: Cllr Senior to order the Speed Watch equipment.

ACTION 2: Cllr Sills to ask the Village Hall Committee if the equipment can be stored in the Hall.

ACTION 3: Clerk to add to the asset register.

6. KENT SCIENCE PARK

Cllr Burgess informed Councillors that the Kent Science Park is for sale. A planning application has been lodged although it has not been validated yet. James Speck has agreed to send the plans to the Parish Council although they have not been received.

ACTION: Clerk to contact James Speck again about sending copies of the plans

7. PLANNING

i. Application: 15/508597/FULL

Address: Keystun Ruins Barn Road Tunstall Kent ME9 8AA

Proposal: Change of use from offices to residential.

Cllr Sills reminded Members that this has originally been a house and it was turned into offices. Councillors considered the application and had no objections to the proposals.

ii. Local Plan Inspection

Cllr Spicer suggested writing a letter to Swale Borough Council and the Inspector to explain the Kent Science Park development is pending and there is a need for consultation with the Parish Council. The Parish Council must support the Important Local Countryside Gaps.

ACTION: Cllr Spicer to draft letter to circulate to Councillors.

iii. Any other planning matter received before 7 December 2015

15/509716/LAWPRO

2 Flint Cottages Tunstall Road Tunstall Kent ME9 8DU

Lawful Development Certificate (Proposed) - Rear conservatory/garden room

Cllr Burgess explained that this application had been sent out on the planning list today. It will be deferred to next month.

8. REPORTS FROM MEMBERS

Cllr Spencer informed Members that residents are happy that the footpath has been cut back making access easier.

Cllr Senior reported he attended the KALC Swale Area Committee meeting on 9 November; most Parishes are having problems with school parking and the issue of lorries parking on roads and on industrial estates was also raised.

Cllr Senior had also attended the KALC AGM which passed a resolution about the problem of lorries parking through to national committee. The Parish and Town Council surveys never seem to filter down to Tunstall Parish Council although Cllr Senior has found the Parish and Town Council survey online and had completed it.

Cllr Senior had obtained a copy of the Kent Resilience Handbook at the meeting and felt it would be useful for residents.

Cllr Burgess said if copies could be obtained they could go out with the next newsletter.
ACTION: Clerk to obtain further copies of the handbook.

Cllr Spicer reported that there are issues concerning traffic near the new school site and there has been another accident with traffic on the bend. A resident has also informed her that drains were being cleaned at 10pm in the same area. Another resident has complained about car parking on double yellow lines and also cars blocking driveways.

It was AGREED to put the school back on the agenda.

Cllr Burgess said he had a planning meeting on Wednesday and would raise the change in the new kerbing and request the Parish Council be consulted.

Cllr Spicer reported she had noticed that the lights at the current school were often on at 5.30am and also on Saturday evenings. Concern was expressed that if this happen in the new school when it opens, lights will shine into bedroom windows opposite.

Cllr Sills reported that the pot holes in the village were getting very bad.

Cllr Burgess said that he has reported several pot holes, some of which have been repaired. The problem is that KCC have contracted out the work.

9. FINANCE

i. Accounts and Cheques raised

Date	Chq. No	Payable to	Reason	Amount
07.12.2015	1086 (re-issue of 1085)	Five Parishes Fighting Fund	Grant towards the hiring of professional traffic and planning consultants	£2000.00
07.12.2015	1087	Mrs W Licence	Salary £222.32 Expenses £19.01 TOTAL	£241.33
07.12.2015	1088	Tunstall P.C.C.	Midwinter Room Hire December	£12.50
07.12.2015	1089	Newington Parish Council	1/3 cost of Finance Conference	£20.00
07.12.2015	1090	KALC	Councillor Training	£25.00
07.12.2015	1091	PKF Littlejohn	Audit fee	£120.00
07.12.2015	1092	CCS Print	High Visibility Jackets	£147.60

Councillors considered the cheques raised and Cllr Senior **PROPOSED** to sign the cheques; **SECONDED** by Cllr Spicer- **AGREED UNANIMOUSLY.**

ii. Budget 2015/16

Cllr Burgess explained that extra money had been received as a result of the boundary changes.

Councillors considered refurbishing the War Memorial; Memorial Garden; increasing the figure for the cost of hedge and verge maintenance; increase the training budget to allow for training for the Localism Act.

ACTION: Clerk to update budget and circulate.

iii. To consider request and quote for refurbishment of War Memorial

Cllr Sills reported that he had contacted the Trustees and is waiting for them to respond.

iv. Christmas Tree Festival

Cllr Spicer thanked Cllr Spencer and Cllr and Mrs Senior for attending the preview.

Cllr Burgess thanked Cllr Spicer for producing the designs and also Cllr Fincham for the tree.

Cllr Spicer reported that there had been over a thousand visitors to the Christmas Tree Festival and the Parish Council Tree received favourable comments.

v. To consider purchase of laptop

Cllr Burgess explained to Councillors that there is now a Transparency Fund to assist Parish Councils with becoming compliant with the Transparency Code. David Buckett, the internal

auditor, is urging all Parish Councils to actively seek funding for a laptop, the fund will cover £350 towards the cost of a lap top.

Cllr Spicer **PROPOSED** to purchase a laptop; **SECONDED** by Cllr Sills: **AGREED UNANIMOUSLY**

11. CORRESPONDENCE

i. 09.11 15 -The Conservation Volunteers- Planting Commemorative Future Heritage Trees in Swale

ACTION: Cllr Spicer to contact the Conservation Volunteers to discuss obtaining a heritage tree.

ii. 26.11.15- Kent Fire & Rescue Service Consultation Safety and Wellbeing Plan 2016-2018

Cllr Burgess reminded Members that the consultation deadline is 16 January 2016.

iii. 27.11.15 -SBC Planning Enforcement Strategy

ACTION: Clerk to respond the document looks good but it needs to be implemented.

iv. 27.11.15 –SBC Swale Joint Transportation agenda

Cllr Burgess explained he had just been to the meeting and the main issue for parishes borough-wide is parking.

12. NEIGHBOURHOOD WATCH

Cllr Senior informed Members that he needs more help as Neighbourhood Watch needs to be organized on a district basis and there is also a need for a street coordinator for each road. If Councillors can look after their own road it will share the workload. An article has been drafted for the newsletter requesting volunteers.

13. HIGHWAYS

No matters were raised.

14. ANY OTHER MATTERS ARISING

Cllr Senior said that he will send a draft Parish Newsletter to Cllr Fincham for January.

Cllr Burgess said he had attended the lauch of a new book The History of Tunstall and has bought a copy.

Cllr Burgess wished everyone a very merry Christmas and a Happy New Year.

15. DATE OF NEXT MEETING

Monday 4 January 2016 at 6.45 p.m. in the Midwinter Room, St. John the Baptist Church, Tunstall

There being no further business, the meeting closed at 8.42pm

Signed as a true record of the proceedings:

.....Chairman
Date: 12 January 2015