

# TUNSTALL PARISH COUNCIL

## Minutes of the Parish Council Meeting held on Monday 2 October 2017 in the Midwinter Room, St John the Baptist Church, Tunstall.

Present: Cllr Lee Burgess (Chairman), Cllr Roger Sills (Vice Chairman), Cllr Brian Cook, Cllr Ian Davison, Cllr Wendy Harwood, Cllr Mavis Hibben and Cllr David Nutting; and Mrs W Licence (Clerk).

Also present were KCCllr Andrew Bowles, KCCllr John Wright and SBCllr George Samuel.

Cllr Burgess welcomed everyone to the meeting and advised everyone of the emergency evacuation procedures.

### REPORTS FROM MEMBERS OF THE PUBLIC

SBCllr Samuel reported a major item at the last Swale Borough Council meeting was the Highways England M2 Junction 5 consultation which Councillors agreed unanimously that it did not meet the needs of residents.

KCCllr Wright said if the Parish Council does not support the proposal, a letter to Chris Grayling, Secretary of State for Transport, would also be helpful.

KCCllr Wright said the if the Parish Council does not receive a response from KCC he should be copied in.

KCCllr Wright reported the Kent Science Park has a new management team and he has been invited to meet with them.

The agricultural smells have been an issue in the Division and this has been created by two different things, paper sludge from the paper mill and the treated end product from sewerage farms. This is a recognised way to reduce landfill and farmers have to incorporate it quickly or issues will arise. Most farmers do work within the guidelines. KCC are going through the budget process and will have to make substantial savings. The rural bus service subsidies may be cut and Parish Councils will be asked to consider establishing community bus services. Parishes can group together to facilitate this. ArrivaClick is a trial by Arriva although it may have to be licensed as it is similar to a taxi service.

KCCllr Wright said that he is a Governor of Medway Hospital and if residents have an issue with the hospital or even with KCC, they should contact him.

Cllr Burgess thanked the Councillors for attending and for their reports.

### 1. WELCOME AND APOLOGIES FOR ABSENCE

Apologies had been received from SBCllr Conway; apology noted.

### 2. DECLARATIONS OF INTEREST

None were declared

### 3. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 4 SEPTEMBER 2017

Cllr Sills requested that item 7. Finance be amended to read "...a claim for £511.12 has been made to the Transparency Fund....".

Cllr Nutting requested that item 12. ii be amended to read "There is water supply....."

Cllr Davison **PROPOSED** to accept the minutes of the meeting of 4 September 2017, as amended, as a true record of the meeting; **SECONDED** by Cllr Sills: **AGREED UNANIMOUSLY**. Cllr Burgess duly signed the minutes of the meeting a true record.

### 4. MATTERS ARISING FROM THE MINUTES

#### Christmas Tree Festival

It was **AGREED UNANIMOUSLY** for Cllr Harwood to organise the Council's entry to the Christmas Tree Festival.

#### Village Sign

The school wants to know more details and Councillors agreed to ask for the children's representation of the village and for this to be submitted by the end of March 2018.

*ACTION: Clerk to inform the school.*

## **NEIGHBOURHOOD WATCH**

Cllr Sills reported to Members he has not received any bulletins.  
KCCllr Wright said there have been problems with their IT.

## **SPEED WATCH**

Cllr Burgess thanked Cllr Cook for circulating the Speed Watch report.  
Cllr Cook informed Members the report only shows two sessions but there were three sessions.  
The session in Park Drive recorded there were no incidents of speeding vehicles although it was apparent that some cars were braking hard. Overall, the highest excessive speed recorded was in Tunstall Road and the Police have sent the driver a letter. Residents are giving positive feedback to the presence of the Speed Watch teams.  
Cllr Burgess thanked Cllr Cook and the team for their hard work which is making a difference in the Parish.

## **5. PLANNING**

i. Ref: 17/504396/FULL

Address: 55 Chegworth Road Tunstall Kent

Proposal: First floor extension, loft conversion with Juliette balcony to rear elevation and velux windows to side elevations

Councillors considered the application and had no comments to make save that neighbours' concerns be taken into consideration.

ii. Ref: 17/504541/FULL

Address: 32 Sterling Road Tunstall Sittingbourne Kent ME10 1SL

Proposal: Proposed rear conservatory

Councillors considered the application and had no comments to make.

iii. Any other planning matter received by 2 October 2017.

No other matter had been received.

## **6. NEIGHBOURHOOD PLAN**

Cllr Burgess said he has approached Iwade Parish Council about their Neighbourhood Plan and was informed they decided not to proceed as the Council was not happy that it had to identify sites for development.

Councillors agreed to consult residents via the newsletter.

## **7. ENVIRONMENT**

i. Coffin Pond

Cllr Nutting reported KCC officers have informed him that repair work should start within the next four weeks. The protective bollards will be progressed with Alan Blackburn.

ii. Floral display containers Risk Assessment

It was **PROPOSED** by Cllr Sills to adopt the floral display risk assessment; **SECONDED** by Cllr Hibben: **AGREED UNANIMOUSLY**.

Cllr Burgess said consideration needs to be given regarding the planters. Amethyst will store them over the winter for £100 and they have also submitted a quotation for winter planting.

*ACTION 1: Cllr Burgess to remove plants from the planters.*

*ACTION 2: Cllr Burgess to obtain two additional quote for planting based on the current winter planting specification.*

iii. To consider sites for "No Flytipping" signs

Cllr Burgess reported the litter picker could not identify any areas on her route which have caused sufficient concern to need a sign but has suggested the layby on the left-hand side of Ruins Barn Road just past the end of the houses towards the Science Park might be a good place as she has seen bags of rubbish dumped there in the past when driving through.

It was **AGREED UNANIMOUSLY** to request a sign from Swale Borough Council for this location and also the lay-by between Doves Croft and Bredgar.

#### iv. Farmyard smells

Cllr Sills said this was a recurring issue raised every year in the media but nothing is done.

Cllr Cook said the number of flies have also been an issue.

KCCllr Bowles said he had visited a couple of sites and both were complying with Government guidelines. If this creates a nuisance but complies with legislation the legislation needs to be changed.

*ACTION: Clerk to write to Gordon Henderson MP.*

### **8. FINANCE**

#### i. Cheques raised and accounts

| <b>Chq. No</b> | <b>Payable to</b>    | <b>Reason</b>                                  | <b>Amount</b>  |
|----------------|----------------------|--|----------------|
| 1228           | Tunstall PCC         | Hire of Midwinter Room: Parish Council meeting | <b>£15.00</b>  |
| 1229           | Mrs W Licence        | Salary and expenses                            | <b>£199.24</b> |
| 1230           | Jane Johnson         | Litter picker                                  | <b>£173.96</b> |
| 1231           | HMRC                 | PAYE   | <b>£49.60</b>  |
| 1232           | CANCELLED            |  |                |
| 1233           | KALC                 | Clerks' Conference                             | <b>£72.00</b>  |
| 1234           | McCabe Ford Williams | Payroll fee                                    | <b>£39.00</b>  |
| 1235           | Victim Support       | Donation                                       | <b>£100.00</b> |
| 1236           | Royal British Legion | Poppy wreath                                   | <b>£50.00</b>  |
| 1237           | PKF Littlejohn LLP   | Audit fee                                      | <b>£120.00</b> |

Councillors considered the cheques raised and it was **AGREED UNANIMOUSLY** to the signing of the cheques.

#### ii. Internal Auditor's report

Councillors noted the internal auditor's report.

#### iii. Conclusion of audit

Cllr Burgess said there were no comments from the external auditor.

#### iv. Victim Support – request for donation

Councillors considered the request for donation from Victim Support. Cllr Cook **PROPOSED** to donate £100.00; **SECONDED** by Cllr Hibben: **AGREED UNANIMOUSLY**.

#### v. Poppy Wreath

Councillors **AGREED UNANIMOUSLY** to lay a poppy wreath on Remembrance Sunday and to donate £50.00 to the Royal British Legion.

### **9. TO APPOINT MEMBERS OF HR COMMITTEE**

It was **AGREED UNANIMOUSLY** to appoint Cllr Harwood, Cllr Hibben and Cllr Sills to the HR Committee.

### **10. REPORTS FROM MEMBERS**

There were no reports from Members.

## **11. HIGHWAYS**

### i. To receive an update

Cllr Nutting said the white lines in the Parish are becoming indistinguishable from the road. The bollards in Hearts Delight Road will be removed when the gully is installed.

*ACTION: Cllr Nutting to report white lines to KCC Highways.*

Cllr Hibben said Malins has written to residents about installing bollards by Doves Croft.

Cllr Nutting said new signs are going to be installed adjacent to the school as recommended by the Swale Joint Transportation Board review.

Cllr Cook said there have been some large HGVs going through the parish.

Cllr Burgess said any sign needs to be enforceable.

*ACTION: Clerk to contact Alan Blackburn again.*

The Clerk reported she had not received a definitive response regarding the street light replacement.

*ACTION: Clerk to contact the Conservation Officer again.*

### ii. To consider quotation for installation of gully near to Village Hall

An application for a grant has been submitted to KCCllr Bowles and this will be dealt with in January. Councillors agreed to wait until after the funding event to make a decision on the installation of a gully.

### iii. M2 junction 5 consultation

Cllr Burgess said the proposal for junction 5 would affect Tunstall as the parish would be used as a rat run.

*ACTION: Councillors to draft response for Clerk to submit.*

## **12. FOOTPATH**

To consider adopting the footpath adjacent to Tunstall House

Cllr Burgess said the footpath needs to be adopted by KCC.

Cllr Nutting advised the land owner was fully supportive of submission for adoption and would assist the process to speed the conclusion

*ACTION: Clerk to contact Graham Rusling, KCC PROW.*

## **13. CORRESPONDENCE**

12.09.17- Cllr Bowles' newsletter- circulated

21.09.17- Rural police report- circulated

22.09.17- KALC: Draft Minutes of the Swale Area Committee Meeting held on 11th September 2017 and the minutes of the F&GP Committee of SAC, held on 14th August 2017- circulated.

29.09.17- Resident enquiring about the maintenance of the garden area in Cranbrook Drive.

Cllr Burgess said the litter picker is willing to maintain the garden.

## **14. ANY OTHER MATTERS ARISING**

Cllr Cook said he has the details for the memorial plaque for John Clancy and will place the order.

Cllr Hibben said she will collect the plaque in memory of Frank Panton from a former Councillor.

Cllr Harwood said the school is working hard to address the issues caused by inconsiderate parking.

## **DATE OF NEXT MEETING**

Monday 6 November 2017, 6.45 p.m. in the Midwinter Room, St John the Baptist Church, Tunstall.

There being no further business, the meeting closed at 8.45pm

Signed as a true record of the proceedings

Chairman

Date 6 November 2017