

# Tunstall Parish Council

## Minutes of the Parish Council Meeting held on Monday 5 February 2019 in the Midwinter Room, St John the Baptist Church, Tunstall.

Present: Cllr Brian Cook (Chairman), Cllr Lee Burgess (Vice Chairman), Cllr Wendy Harwood and Cllr Mavis Hibben; and Mrs W Licence (Clerk).

Also present were Kent County Councillor John Wright, Swale Borough Councillor George Samuel and three members of the public.

Cllr Cook welcomed everyone to the meeting and ensured that those present were aware of the emergency evacuation procedure.

### 1. COUNCILLOR VACANCY

Cllr Cook said that if no candidate comes forward the Council can agree not to fill the vacancy as it is close to the elections, this will be considered at the next meeting.

### 2. WELCOME AND APOLOGIES FOR ABSENCE

Apologies had been received from Cllr David Nutting (holiday) and Cllr Roger Sills (holiday); apologies accepted.

Apologies had also been received from Kent County Councillor Andrew Bowles (at another meeting) and Swale Borough Councillor Derek Conway (unwell); apologies noted.

### 3. DECLARATIONS OF INTEREST

None were declared.

### 4. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 7 JANUARY 2019

Cllr Hibben **PROPOSED** to accept the minutes of the meeting held on 7 January as a true record of the meeting; **SECONDED** by Cllr Harwood: **AGREED UNANIMOUSLY**. Cllr Cook duly signed the minutes as a true record.

### 5. MATTERS ARISING FROM THE MINUTES

Allotments Cllr Sills is waiting for a response from the Allotments Association.

Litter Bin and Tikspac There has been no update.

*ACTION: Clerk to contact Swale Borough Council and Tikspac.*

Councillor email addresses Cllr Cook said all Councillors have now set up Council specific emails. Cllr Burgess needs to add a disclaimer to his email.

Planters Cllr Cook reported the planters are now in place and there has been some very positive comments from residents.

Lost Words books Cllr Cook reported these had been inscribed and will be presented to the school at the March Community Lunch. Councillors to advise Cllr Harwood if they will attend.

*ACTION 1: Cllr Cook to contact Headteacher to arrange presentation at Community Lunch.*

*ACTION 2: Cllr Harwood to book spaces for the Community Lunch once numbers confirmed.*

Annual Parish Meeting Cllr Cook said the Annual Parish Meeting will be held at the Village Hall but it is proving difficult to find a suitable date as the hall has many regular bookings.

*ACTION: Clerk to contact Hall Booking Secretary to try and arrange a suitable date.*

## **6. PUBLIC QUESTION TIME**

*The meeting was adjourned for the Public Question Time*

*A resident said the new build in Roseleigh Road was meant to have a sliding gate to allow two cars to be parked on the drive, the builders have put ordinary gates in so there is only room for one car on the drive and one will have to park on the road.*

KCCllr Wright said this is a matter for Planning Enforcement.

SBCllr Samuel said he will take up the matter.

*A member of the public said he had attended a meeting last summer regarding his proposal for the Old School and was recommended to submit a planning application. A viability study has been carried out on the planning permission currently obtained for three dwellings and shows the scheme loses a considerable amount of money. We are keen to put the building to good use and have submitted a modified version of the existing plan. This scheme is the only cost-effective scheme to get the school building back into use.*

*The meeting was reconvened.*

## **7. REPORTS FROM BOROUGH AND COUNTY COUNCILLORS**

KCCllr Wright said he had received thanks from a resident for completing the footpath.

Kent County Council is reviewing budgets which have been squeezed for some time, a large proportion of the budget is used to meet the Council's statutory requirements regarding Social Services. It is being proposed to increase the budget to employ extra Highways inspectors. A lot of potholes are caused by utility companies which do not repair the road to a sufficient standard, the Council needs more staff to monitor the roads and ensure road works are completed properly.

There have been issues with KCC Post 16 Transport Policy and the increase in the cost of a travel pass which some families cannot afford, KCCllr Wright said he is urging that the pass should be paid on a monthly basis.

KCCllr Wright reported he had walked around Sittingbourne with Cabinet Members for Highways and Officers to look at issues in the High Street and surrounding roads. Sheppey College is carrying out remedial work in the High Street for work experience. The college was given funding for work on the planter in Roman Square.

Cllr Cook asked if there were any plans for the roundabout at the station.

KCCllr Wright said the roundabout is big enough and wide enough to cope with the traffic, the roundabout is new and some drivers are still getting use to it. There needs to be a relief road to alleviate the A2 of traffic.

Cllr Cook thanked KCCllr Wright for attending and for his report.

SBCllr Samuel said that he and Cllr Conway have agreed to pay half each of the cost for the new village sign.

Cllr Cook thanked SBCllr Samuel and SBCllr Conway for the grant offer.

*KCCllr Wright leaves meeting.*

## **8. SPEED WATCH**

Cllr Cook reported that he has drafted the rosters for the session and notices for volunteers have been posted on the notice board and website. The equipment has been serviced and recalibrated and Bredgar Parish Council has been asked for its contribution towards the cost.

## 9. FINANCE

### i. Cheques raised and accounts

Chq No	Payable to	Reason	Amount
1351	Tunstall PCC	Hire of Midwinter Room: Parish Council meeting	<b>£15.00</b>
1352	Mrs W Licence	Salary and expenses	<b>£457.48</b>
1353	HMRC	PAYE	<b>£123.00</b>
1354	Jane Johnson	Litter Picking	<b>£240.50</b>
1355	McCabe Ford Williams	Payroll fees	<b>£39.00</b>
1356	Unipar Services Ltd	Defibrillator service	<b>£309.60</b>

Cllr Burgess **PROPOSED** the signing of the cheques; **SECONDED** by Cllr Hibben **AGREED UNANIMOUSLY**.

### ii. Internet banking- to receive an update

Cllr Cook said the application to open an account with Unity Trust Bank, recommended by the Internal Auditor, has been started but needs details from Councillors.

*ACTION: Councillors to provide details required to the Clerk.*

Cllr Harwood said the two Barclays accounts should be kept open for two months after the new account has been opened.

Cllr Cook said £1 could be left in the accounts to keep them open.

## 10. PLANNING

### i. Ref: 19/500050/FULL

Proposal: Conversion, part demolition and extension of former school building to provide two 4 bedroom dwellings, and erection of two detached 4 bedroom dwellings with associated landscaping and parking.

Ref: 19/500051/LBC Listed Building Consent for conversion

Address: Tunstall Church of England Primary School Tunstall Road Tunstall ME9 8DX

Cllr Cook said he was concerned about the access and egress to the site as it is on the narrowest and most hazardous stretch of the road. There is insufficient parking on site which would mean that delivery drivers will have to park on the in the layby or on the road. This proposal also means mature trees will be removed.

Cllr Hibben said she was concerned about the erosion of the Strategic Countryside gap. More people have deliveries to them throughout the day and this would increase traffic.

Cllr Harwood said parents used to drive to drop children off at school.

Cllr Hibben said the proposal would set a precedent for more housing in the Conservation Area.

Cllr Burgess said the footprint has been reduced and it is a brown field site and screening will be increased. The proposal would provide a good standard of houses.

Cllr Cook said the two extra houses will lead to over intensification of the site

Cllr Burgess **PROPOSED** to support the application with a condition the sight lines be reviewed; **SECONDED** by Cllr Harwood: **2-FOR, 2-AGAINST**, the Chairman used his casting vote against the proposal and the motion fell.

Cllr Cook said the Parish Council will object to the planning application.

Previous applications:

Ref: 18/505291/FULL Address: 4 School View Tunstall Road Tunstall ME9 8DX

Cllr Cook informed members that a decision is yet to be made.

Ref: 18/506061/FULL Address: 43 Sterling Road Tunstall Sittingbourne Kent ME10 1SJ

Cllr Cook said the application has been permitted.

Application No: 17/505711/HYBRID Location: Land At Wises Lane Borden

Cllr Cook said the application has been permitted.

Ref: 18/506409/PNEXT Address:20 Chegworth Gardens Sittingbourne Kent ME10 1RH

Cllr Cook said the application said prior approval was not required

## **11. REPORTS FROM MEMBERS**

Cllr Hibben reported that she has received interest in a Neighbourhood Plan from Councillors from Rodmersham, Bapchild and Bredgar Parish Councils and also a resident. Cllr Hibben said she is in the process of speaking to Lenham Parish Council about their experience. Cllr Cook thanked Cllr Hibben for her help.

## **12. HIGHWAYS**

Cllr Cook informed Members that KCC have said the gully by the Village Hall will be installed by the end of February. Vehicles are currently having to take action to avoid the puddle.

## **13. ENVIRONMENT**

### i. Village Sign- to consider the quotation for the sign

Cllr Hibben **PROPOSED** to accept the quotation of £1250 from Jack Frost for the village sign.

### **AGREED UNANIMOUSLY**

Cllr Cook thanked Ward Councillors Conway and Samuel for their grants.

Cllr Cook said he will now contact Alan Blackburn at KCC Highways and agree arrangements for erection of the sign.

*ACTION: Cllr Cook to contact Alan Blackburn KCC Highways.*

### ii. To consider entering the Parish in South and South East in Bloom

Cllr Cook said a resident has suggested the Parish Council enter South and South East in Bloom, many people have said how nice the planters are.

Cllr Hibben said it need to be included in the Newsletter.

*ACTION 1: Clerk to contact Cllr Sills to include in Newsletter.*

*ACTION 2: Clerk to enter the Parish Council in the scheme.*

### iii. Fly tipping on the Bredgar Road

Cllr Cook said this has continued to be a problem in the layby.

Cllr Hibben said the layby has improved, it is a very well used layby and we are able to monitor and manage the problem effectively at the moment.

### iv. The Great British Spring Clean

Cllr Cook said Swale Borough Council offers support with equipment for the initiative and the Parish Council would need to encourage volunteers to help.

*ACTION 1; Cllr Harwood to ask the school if they would be willing to help.*

*ACTION 2: Clerk to contact local organisations for volunteers.*

## **14. PEACE DAY CELEBRATION**

Cllr Cook said following on from the Armistice and as the Great War ended in the winter, celebrations in the form of Peace Day were held in the summer of 1919, when the Treaty of Versailles was signed. Tunstall could celebrate the centenary of the parties. The Village Hall Committee has indicated they are willing to be involved, and Cllr Cook will speak to the

Headteacher at the school to see if the children can be involved too. There could be a children's tea party with an entertainer in the afternoon and then in the evening something for the adults, possibly with an outside bar and barbeque. The Parish Council could arrange the children's party.

Cllr Hibben asked whether it will be just for children of the Parish.

Cllr Cook said it would be for children who live in the Parish and those who belong to organisations in the Parish. The event could be on 27 July.

It was agreed that the Parish Council will organise the children's event

*SBCllr Samuel leaves meeting.*

## **15. CORRESPONDENCE**

1. 09.01.19- South East Coast Ambulance NHS Foundation Trust: election details for Governor to the SECamb NHS Foundation Trust

2. 11.01.19- Cllr Bowles: Newsletter

3. 11.01.19- KCC: Consultation on Kent Minerals & Waste Local Plan 2013-30; Mineral Sites Plan and Early Partial Review

4. 14.01.19- KALC: draft minutes of the KALC AGM

5. 17.01.19- Faversham Town Council: agenda and draft minutes for Faversham and District Engagement Forum.

6. 17.01.19- KALC: Planning Conference

7. 17.01.19- Cllr Wright: Information regarding KCC recruitment of new drainage engineers

8. 24.01.19- Resident email concerning the planning application for the old School

9. 25.01.19- Copy of resident email objecting to proposal for the old school

10. 31.01.19- SBC: notice that Swale Borough Council will no longer be providing hardcopies of planning applications free of charge to Parish Councils

Cllr Hibben said not receiving a hard copy of the plans would make it difficult to comment on the applications.

Cllr Burgess said the Council should complain about the proposal due to the costs and the inconvenience.

Cllr Cook said the increased cost will not have been budgeted for and it is difficult to see plans online.

*ACTION: Clerk to draft response and circulate.*

## **16. ANY OTHER MATTERS ARISING**

Cllr Hibben asked if there had been a response following the complaint to the Inside Swale publication.

The Clerk said that SBCllr Samuel has offered to follow the matter up.

Cllr Hibben said it is Swale Borough Council's policy to respond in ten days.

*ACTION: Clerk to follow up.*

Cllr Cook reported there had been a small fire in the Village Hall caused by an extractor fan in the ceiling of the ladies toilets. The fire was spotted by a dog walker who alerted the Fire Services. Two tenders came out and broke into the hall to extinguish the fire. There was no structural damage but a small area of scarring.

## **17. STAFFING MATTERS**

**That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media were excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted**

i. Clerk appraisal

ii. National salary award

Cllr Hibben **PROPOSED** to adopt the National Salary Award; **AGREED UNANIMOUSLY**.

**18. DATE OF NEXT MEETING**

Monday 4 March 2019, 6.45 p.m. in the Midwinter Room, St. John the Baptist Church, Tunstall.

There being no further business, the meeting closed at 8pm

Signed as a true record of the meeting

Chairman  
Date: 4 March 2019