

# Tunstall Parish Council

## Minutes of the Parish Council Meeting held on Wednesday 8 May 2019 in the Midwinter Room, St John the Baptist Church, Tunstall.

Present: Cllr Mavis Hibben (Chair), Cllr Lee Burgess, Cllr Vivien Rich, Cllr Louisa Roberts and Cllr Sarah Stephen; and Mrs W Licence (Clerk).

Also present were Ward Members Paul Stevens and two members of the public.

### 1. COUNCILLOR VACANCY

Cllr Hibben informed Members that following the elections there is one vacancy for Tunstall Rural and three vacancies for Tunstall Urban.

Cllr Burgess **PROPOSED** to co-opt Mrs Vivien Rich for Tunstall Rural and Mrs Sarah Stevens for Tunstall Urban; **SECONDED** by Cllr Roberts: **AGREED UNANIMOUSLY**.

Cllr Rich and Cllr Stephen signed their Declaration of Acceptance of Office in the presence of the Clerk

### 2. APOLOGIES FOR ABSENCE

All members were present.

Apologies had been received from KCCllr John Wright (at another meeting); apology noted.

### 3. DECLARATIONS OF INTEREST

Cllr Burgess declared a pecuniary interest in item 10i.

### 4. MINUTES OF THE MEETING HELD ON 1 APRIL 2019

Cllr Burgess **PROPOSED** to accept the minutes of the meeting held on 1 April 2019 as a true record of the meeting; **SECONDED** by Cllr Hibben: **AGREED UNANIMOUSLY**. Cllr Hibben duly signed the minutes as a true record.

### 5. MATTERS ARISING FROM THE MINUTES

Tikspac dispenser- Cllr Hibben said the Tikspac dispenser had been installed by Cllr Cook and Cllr Sills and the litter picker has bags to top up the dispenser when necessary.

Litter Bins- Cllr Hibben reported to Councillors that the dual-purpose bins have been installed in Sterling Road and hoped that this would help address the dog fouling issue, it would be helpful to receive feedback from residents.

Peace Day Celebrations- Mr Cook informed the Council that the celebrations will take place on 27 July, there will be a children's party at lunchtime which will be free of charge. In the evening there will be a party for adults with a steel band and a bar from The Sun at Bredgar. Tickets cost £15 and include a hog roast. The event is being run by the Village Hall Committee with support from the Parish Council. The two parties will celebrate the end of World War 1.

### 6. REPORTS FROM MEMBERS OF THE PUBLIC

*The meeting was adjourned for the Public Time.*

A resident asked if there was an update regarding the planning issue in Roseleigh Road.

Cllr Hibben said the matter is for planning enforcement and the Borough Councillors will be able to assist.

*The meeting was re-convened.*

## 7. REPORTS FROM BOROUGH AND COUNTY COUNCILLORS

Cllr Hibben welcomed the newly elected Ward Members.

SBCllr P Stephen said they will attend meetings as much as possible and report back to the parish.

## 8. SPEED WATCH

Mr Cook, Speedwatch Co-Ordinator, reported that there had been two sessions in April, one in Tunstall Road and one in Ruins Barn Road. One hundred and ten vehicles passed in the hour session in Tunstall Road, of which thirteen were recorded exceeding the speed limit, the highest being 31mph. This driver received a letter from Kent Police. Eighty-six vehicles passed in the hour session in Ruins Barn Road, of which five were recorded exceeding the speed limit, the highest being 42mph. Kent Police have taken no action against this driver. There is a need for more volunteers. Bredgar Parish Council is also using the equipment. New posters, from Kent Police, have been put on the noticeboards.

Cllr Hibben thanked Mr Cook for his report.

## 9. FINANCE

### i. Cheques raised and accounts

Chq No	Payable to	Reason	Amount
1376	Tunstall PCC	Hire of Midwinter Room: Parish Council meeting	<b>£15.00</b>
1377	Mrs W Licence	Salary and expenses	<b>£474.70</b>
1378	HMRC	PAYE	<b>£123.00</b>
1379	Mr R Sills	Tikspac clips	<b>£5.89</b>
1380	McCabe Ford Williams	Payroll fees	<b>£39.00</b>
1381	E.ON	Street lighting electricity cost	<b>£55.65</b>
1382	Applause Rural Touring	Peace Day Children's event	<b>£125.00</b>
1383	CANCELLED		
1384	Mossys	Planter watering	<b>£72.00</b>
1385	Came & Co	Insurance	<b>£343.55</b>

It was **AGREED UNANIMOUSLY** to the signing of the cheques.

### ii. To consider insurance renewal

Cllr Hibben said there is a three year Long Term Agreement in place,

### iii. Annual Governance Statement

Councillors considered the Annual Governance Statement and **AGREED UNANIMOUSLY** to accept it. The statement was duly signed by Cllr Hibben.

iv. Annual Return for the Year Ended 31 March 2019

Councillors considered the end of year return and **AGREED UNANIMOUSLY** to accept it. The Annual Return was duly signed by Cllr Hibben.

**10. PLANNING**

i. Ref: 18/501782/FULL

Address: 4 School View Tunstall Road Tunstall

Proposal: Erection of a single storey rear extension

*Cllr Burgess left the room and did not take part in the discussion or decision on this matter.*

Councillors considered the revised plans.

Cllr Roberts said the property is in the Conservation Area and the Heritage Statement is scant, details of building materials and aspect from the road would be expected to be in the statement.

Councillors had no comments to make save that the application is in a Conservation Area and that neighbours' comments should be taken into consideration.

*Cllr Burgess returned to the meeting.*

ii. Ref: 19/501460/FULL

Address: Blenheim Tunstall Road Tunstall ME10 1YQ

Proposal: Erection of a single storey rear/side extension.

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

iii. Any other planning matter received by 9 May 2018.

Ref: 19/500838/LBC Hales Cottage Tunstall Road Tunstall Sittingbourne Kent ME10 1YQ

Proposal: Listed Building Consent for installation of a downstairs toilet in hall space.

Cllr Hibben informed Members that the application has been permitted.

ii. Ref: 19/501216/FULL Greenways Tunstall Road Tunstall Sittingbourne Kent ME10 1YG

Proposal: Demolition of existing detached single garage and construction of replacement two storey side extension.

Cllr Hibben reported that the application had been refused.

iii. 19/500050/FULL and 19/500051/LBC Tunstall Church of England Primary School Tunstall Road Tunstall Sittingbourne Kent ME9 8DX

Cllr Hibben said a decision is yet to be made.

**11. REPORTS FROM MEMBERS**

There had been no meeting during April.

**12. HIGHWAYS**

Cllr Hibben said one of the bollards at Coffin Pond has been knocked over and has been removed.

*Mr Cook said the bollard had been taken away as it was beyond repair.*

*ACTION: Clerk to ascertain from Alan Blackburn what course of action will be taken to protect Coffin Pond and also to arrange a meeting.*

Cllr Hibben said the Parish Council has had a number of dates for the installation of the gully outside the Village Hall and has been informed today that this will be carried out on 27 May. The village sign has been delivered and the Council is waiting to agree the installation site with Kent County Council.

*ACTION: Clerk to contact Ian Grigor.*

Cllr Hibben said Kent Highways has published its forward planned works programme for the first part of the financial year. KCC has an extra budget for work over the next three years including drainage on the Tunstall Road.

*ACTION: Clerk to ascertain work for the Tunstall Road.*

### **13. ENVIRONMENT**

#### i. Tunstall Litter Pick -18 May

Cllr Hibben thanked Mr Cook for the Risk Assessment for the litter pick. Swale Borough Council will lend the equipment, someone needs to collect it, and Swale also needs to be informed of the roads being covered. Volunteers will meet at the church car park at 10am. More volunteers are needed and this can be publicised on the noticeboards.

*ACTION: Cllr Burgess to collect the equipment from Swale House.*

Cllr Roberts said a black bag of rubbish has been dumped on the footpath in Ruins Barn Road. Cllr Rich said this can be reported as flytipping.

#### ii. Tunstall in Bloom

Cllr Hibben said the Assessor will visit on Friday 21 June at 9am and needs to meet someone to walk around the parish and asked Councillors for their comments.

Cllr Burgess said that previously, when Tunstall entered South and South East in Bloom (SEEIB) it had to prove it had engaged with residents. The Parish Council does not own plots of land and there needs to be more time to plan and get people involved.

Cllr Rich said SEEIB is set up for community involvement and is not just for the Parish Council, last time the village received the Bronze Award.

Cllr Rich **PROPOSED** not to participate in South and South East in Bloom; **SECONDED** by Cllr Burgess: **AGREED UNANIMOUSLY.**

Cllr Burgess said this can go in the next Newsletter to try to engage with residents.

#### iii. To consider Cranbrook Road gardening

Cllr Burgess said this has been done on an ad hoc basis and needs to be formalised regarding what work needs to be carried out. Consideration needs to be given as to whether to weed it as a one-off or maintained on a regular basis.

It was **AGREED UNANIMOUSLY** to ask the litter picker if she will work for up to six hours to weed the area.

### **14. CORRESPONDENCE**

1. 04.04.19: Kent Police CRAG report and Kent Police Rural Liaison Team report
2. 09.02.19: KCCllr Bowles' Newsletter
3. 17.04.19: Streetworks- Notice of Emergency Road Closure - Tunstall Road, Tunstall - 18 April 2019-added to website
4. 29.04.19: email from resident regarding website and Councillor
5. 29.04.19: KALC News

Cllr Hibben said there had been a complaint from a resident sent to the former Chairman that the Minutes of the Annual Parish Meeting were not on the website, citing the Transparency Code was not being adhered to and a complaint about a Councillor's behaviour.

The Clerk said the Annual Parish Meeting does not fall under the Transparency Code so there is no legal requirement regarding publishing the minutes of the Annual Parish Meeting on the website. Details of the Parish Council's activities is found in the Parish Council's minutes which are on the website.

Cllr Hibben said the complaint against a Councillor will be discussed in closed session at the end of the meeting.

*ACTION: Clerk to respond to resident.*

**15. ANY OTHER MATTERS ARISING**

Cllr Roberts said she is booked on the KALC Dynamic Councillor Course and hopes to gain ideas.

Cllr Hibben said Mr Cook has kindly offered to continue posting the agendas on the notice boards and thanked Mr Cook for all his support.

Cllr Hibben said Councillors must remember to send their Registers of Interest to the Monitoring Officer and ensure they update them throughout their term if appropriate.

**16. DATE OF NEXT MEETING**

Monday 3 June 2019 at 7.30p.m. in the Committee Room, Tunstall Village Hall.

There being no further business, the meeting closed at 8.40pm.

Signed as a true record of the meeting

Chair  
3 June 2019