

CAPEL PARISH COUNCIL

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Parish Council meeting of CAPEL PARISH COUNCIL held in Capel Village Hall, Falmouth Place, Five Oak Green at 7.30pm on 25th March 2019.

In Attendance: Cllrs Hugh Patterson (Chair), Maggie Fenton (Vice Chair), Charles Mackonochie, Trevor Sawyer, Robin Hollamby, Chris Parker, Jim Young, Bob Anthony & Ashley Saunders.

MINUTES

Minute
No

- 382 1) **ADMINISTRATION** Fire Exits, Sign In Sheets, Assembly Point, Mobile Phones, intention to film or record the meeting.
- a) To resolve to go into closed session and to exclude the press and public during item 389 8b Staff & Administration. **Resolved to go into closed session - proposed by Cllr Fenton, seconded by Cllr Anthony.**
 - b) To resolve to go into closed session and to exclude the press and public during item 389.h.i Parish Development, local plan (Admissions to Meetings) Act 1960. **Resolved to go into closed session - proposed by Cllr Fenton, seconded by Cllr Anthony.**
- 383 2) **APOLOGIES** – to receive and accept apologies for absence. **None.**
- 384 3) **DECLARATION OF INTEREST & CHANGES TO REGISTER OF INTEREST** - Declarations of Pecuniary interests on any item on the agenda. Where any councillor has a Disclosable Pecuniary Interest (as defined in the Members' Code of Conduct) in any matter to be considered at a meeting of the Council, a committee, sub-committee or joint committee, they must withdraw from the meeting room during the whole of the consideration of that matter and must not participate in any vote on that matter unless a dispensation has been obtained from the Monitoring Officer. **None.**
- 385 4) **CHAIRMAN'S ANNOUNCEMENTS** –
- a) Annual Parish meeting date moved to 20th May. **Tunbridge Wells Borough Council Head of Planning Department will be attending the annual parish meeting to give details of how the local plan will affect the parish.**
 - b) Minerals Site Allocation Plan comments, in particular to Stonecastle /Moat Farm. **CPC submitted their detailed comments. Please contact the Clerk should you wish to view a copy of these comments, this is a public document.**
- 386 5) **APPROVAL OF MINUTES**
- a) To consider the minutes of the Full Council Meeting of 25th February 2019 and if in order to authorise the Chair to sign as a true and accurate record. **7a should read 'refuse collection'. 9a correct date is 1st April, not 30th April. With no further amendments the minutes were signed by the Chair.**
 - b) To receive the minutes of the Planning Committee 25th February 2019. **Noted.**
- 387 6) **MATTERS ARISING FROM PREVIOUS MINUTES NOT COVERED IN CURRENT AGENDA** – **None.**
- 388 7) **EXTERNAL REPORTS**
- a) **Borough Councillors Report** – Borough Councillor in purdah and therefore declined to give a report. The Chair queried the position of purdah, previous clarification from TWBC given at the recent Chairman's meeting was that only parishes holding an

election are governed by purdah rules. Clerk to check remit of purdah with TWBC.

b) **County Councillors Report** – No report received.

389 8) **COMMITTEE AND PORTFOLIO REPORTS**

a) **Finance & Resources Committee** –

- i) To make payments from 25.01.19 –24.03.19. **Amendment to minutes to show Cllr Saunders in attendance.**
- ii) To receive Income and Expenditure Report for February. **Noted.**
- iii) To note Account Balances. **Noted.**
- iv) Finance & Resources Minutes to be noted 4th March 2019. **Noted.**
- v) To agree allotment insurance. **Resolved. Proposed by Cllr Young, seconded by Cllr Saunders.**

b) **Staff & Administration (Subcommittee of F&R)**

- i) Additional hours for Responsible Financial Officer to set up and maintain new website – closed session. **Cllr Fenton of the Staff and Administration Committee to contact RFO to arrange an appraisal to address outstanding issue.**

c) **Planning Committee - None**

d) **Flooding Committee** – Cllr Mackonochie reported there is likely to be a drought by June unless there is a significant increase in rainfall.

e) **Highways & Traffic Portfolio** – Cllr Mackonochie reported a fault with the Speed Indication Device situated on Badsell Road. All councillors were in agreement to approach KCC member Sarah Hamilton to use her members grant to repair the device.

f) **Housing & Memorial Cottages Committee** – Tenant of No 9 will be contacting the plasterer with suitable dates to complete the works. Two quotes for replacement cast iron guttering received, Clerk still trying to obtain a third quote.

g) **Recreation Ground Improvements and Regeneration Committee**

- i) Update on progress with outstanding issues regarding the MUGA on the recreation ground following meeting with HAGS. **The Chair of the council and the Chair of the Recreation Ground Committee, along with Councillors Fenton and Saunders met with HAGS and our groundsman on site Meeting to discuss the outstanding issues. HAGS to write to CPC to confirm points of action, including confirmation of extended warranty of the tarmac surface.**
- ii) Proposed official opening of MUGA 18th May 2019. **Exact details to be discussed at the next Recreation Ground Committee at their next meeting on Thursday 4th April.**

h) **Parish Development - Recreation, Amenities, Allotments & Open Spaces**

- i) Local Plan discussion with Stephen Baughen, TWBC – Closed session. Discussion held regarding local plan. **Stephen Baughen agreed to attend the forthcoming Annual Parish Meeting on 20th May 2019 to give details to parishioners.**
- ii) Update on North East Quadrant – **Brenchley and Matfield Parish Council recently resolved not to contribute financially to the North East Quadrant group but remain keen on the sharing of information with the parishes involved.**

390 9) **PARISH MATTERS (not covered under Parish Development above)**

- a) WW1 Commemoration report from Cllr Hollamby – The most recent commemoration was held earlier this month at Tudeley Church. **Monday 1st April 10.45am will be the next commemoration, held at Tudeley Church.**
- b) Speedwatch update – **No data to report.**
- c) Capel Community Association lease agreement legal advice update – **CPC have now received further advice regarding the existing lease between CPC and Capel Community Association (CCA). CPC to be named on the CCA insurance. Clerk**

and Chair to write to CCA.

- d) Stone Castle Liaison Committee meeting update – **Visit to quarry in North Kent has been postponed until 24th April.**
- e) Suggestions for request for KCC Member grant donation – **See above item 8e.**

391 10) **CORRESPONDENCE RECEIVED – Cllr Fenton and the Clerk have been contacted by the developer regarding 50 Whetsted Road, Five Oak Green. Clerk to write to developer confirming we are seeking advice from TWBC as previous advice received was not to correspond, nor meet, with developer until at least a pre-application had been received by TWBC from the developer.**

392 11) **REPRESENTATION AT MEETINGS –**

- a) **The Chair attended the recent Chairman’s meeting at which the government review of councillors’ code of conduct was discussed. The effect of social media was seen as particularly important. Nothing can be done about this before the government legislates. TWBC have a large amount of knitted poppies from the 100th anniversary. They are considering several options, including parish councils burying them along with poppy seeds. CPC may consider this option should TWBC decide this is how the poppies will be dealt with, but would be unwilling to pay for them. The rural broadband scheme will be discussed at the next Chairman’s meeting.**
- b) **Cllr Mackonochie attend the recent KALC meeting at which the potential impact of the local plan was discussed once details are made public.**
- c) **Kent Flood risk – Cllr Mackonochie attended the meeting, there is a possibility there may be a draught from early summer due to lower rainfall than usual over the winter.**

393 12) **QUESTIONS FROM MEMBERS – None.**

394 13) **CLERK’S REPORT – There is currently a broken bench next to the bus stop opposite the entrance to Tudeley church, the bench is not owned by the Council. All**
395 **councillors agreed to replace the bench but would like the parishioners of Tudeley, in particular, to have the opportunity to sponsor the bench. Chairman to give details in his next report to the parish magazine.**

14) **ADJOURNMENT TO HEAR FROM MEMBERS OF THE PUBLIC –**

- i) **Allotment Association requested a list of vacant allotment plots, Clerk to supply.**
- ii) **Member of the public asked what is happening with the previously spoken about pedestrian crossing in the parish. The Chair confirmed the Council are still awaiting confirmation from TWBC planning that there are no known plans regarding development which would directly affect any highway improvements in the parish.**
- iii) **Mr Shorter asked for an update regarding the reported damaged curb stone. CPC are expecting a response from HAGS following a recent visit.**

396 15) **DATE OF NEXT MEETING – 29th April 2019**

Meeting closed at 21.38

Signed: Dated: