

CAPEL PARISH COUNCIL

Emma Ivory – Clerk
Falmouth Place, Five Oak Green
TN12 6RD clerk@capelpc.co.uk

The Parish Council meeting of CAPEL PARISH COUNCIL held in Capel Village Hall, Falmouth Place, Five Oak Green at 7pm on 24th June 2019.

Cllrs Hugh Patterson, Maggie Fenton, Charles Mackonochie, Trevor Sawyer, Robin Hollamby, Chris Parker, Jim Young & Ashley Saunders.

MINUTES

Minute
No
427

- 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 435.9.B.IV Staff, Office & Administration (Admissions to Meetings) Act 1960. **All Councillors resolved to go into closed session.**

- 428 2) **APOLOGIES** – to receive and accept apologies for absence. **No apologies for absence.**

- 429 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. **Cllr Mackonochie declared an interest in item 10. g Capel Fete.**

- 430 4) **COUNCILLOR CO-OPTION** – Co-option of new Councillor. The Chair thanked the three candidates for their applications, all three were of a very high standard. Councillors had previously requested by email a closed vote, rather than show of hands. None of 3 candidates achieved a majority of 5 on the first round of voting, two went to second round vote. The Chair used his casting vote to enable a candidate to reach the majority vote on the second round. Suzi Rich was Co-opted onto the council and joined the other councillors at the table.

- 431 5) **CHAIRMAN'S ANNOUNCEMENTS** – The Chair brought forward item 10. Parish Matters - a) To receive an update from Convenors of the Working Party subgroups. Minute recorded below.

- 432 6) **APPROVAL OF MINUTES**
 - a) To consider the minutes of the Full Council Meeting of 22nd May 2019 and if in order to authorise the Chair to sign as a true and accurate record. **Signed as a true and accurate record with no amendments.**
 - b) To receive the minutes of the Planning Committee 22nd May 2019. **Received and noted.**

- 433 7) **MATTERS ARISING FROM PREVIOUS MINUTES NOT COVERED IN CURRENT AGENDA.** The Clerk has replied to the recent email from Greg Clark regarding the A228.

- 434 8) **EXTERNAL REPORTS**

- a. **Borough Councillors Report – BC Carol Mackonochie made the following statement “I would like to reconfirm I didn’t agree to the sites or number of places”. BC Mackonochie went on to speak about the Stone Castle and the effect on the village traffic – at a recent meeting of the Tarmac liaison group it was realised that the condition only covers the direction of traffic, the condition only has to do with existing traffic, not the entrance. It maybe lorries would attempt to use the Whetsted bridge to access the site which is unacceptable. If any parishioners were unable to make the Parish Council Annual Parish Meeting there will be another opportunity to see the presentation made by Stephen Baughen, Head of Tunbridge Wells Planning Department on 15th July at 19.30 – venue to be confirmed.**
- b. **County Councillors Report – None report received.**

435 9) **COMMITTEE AND PORTFOLIO REPORTS**

a) **Finance & Resources Committee –**

- i) Receive and note Internal Auditors Report. **Not received.**
- ii) To make payments from 22.05.19 –23.06.19. **Received.**
- iii) To receive Income and Expenditure Report for April & May – **Received.**
- iv) To note Account Balances for April & May. **Received.**
- v) To RESOLVE the donation approved at the last meeting of Finance to the Capel Fete Committee of £564.00. – **Resolved, proposed by Cllr Saunders, seconded by Cllr Young, all councillor, with the exception of Cllr Mackonochie did not take part in the discussion nor resolution in agreement.**
- vi) To receive the Finance and Resources minutes for the meeting in June. **Noted.**

b) **Staff, Office & Administration**

- i) To RESOLVE to purchase a new laptop for the Clerk, the current laptop is no longer fit for purpose. **Resolved - Proposed by Cllr Young, seconded by Cllr Fenton, all other councillors in agreement.**
- ii) To discuss current accountancy software. **Deferred to be discussed at the next Finance & Resources meeting.**
- iii) To note the first meeting of the committee will be held on 24th June, at which staff contracts, job descriptions and roles will be discussed. **Noted.**
- iv) To discuss recent correspondence received from RFO regarding previous additional hours spent on website – closed session. **It was resolved that the previous decision not to pay for extra hours claimed remains as no additional evidence was supplied.**

c) **Planning Committee – Nothing to report.**

d) **Flooding Committee – Nothing to report.**

e) **Housing & Memorial Cottages Committee**

- i) To note the request to work with the Capel History Group for the 100th Anniversary in 2021. **Clerk to contact History Group for suggestions on how they would like to involve the memorial cottages in the event.**

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

- i) To note the location of the zip wire agreed installation position. The location has been marked on the recreation ground and all councillors given the opportunity to visit site. **Cllr Mackonochie queried the position of the zip wire; Cllr Parker explained the positioning has been considered alongside the positioning of any future equipment donated by Friends of Five Oak Green Recreation Ground charity. Cllr Mackonochie would like to see a notice displayed to ensure the safety of children; the suggested wording is “children at play dog owners to be aware”. Clerk to place the order sign.**

- a) To receive an update from Convenors of the Working Party subgroups. **Cllr Fenton stated she was uncomfortable whilst a member of TWBC Executive Cabinet was present giving an update on the progress of the subgroups. The Borough Councillor asked if there were any other attendees with the same concerns, several parishioners raised their hands. The Borough Councillor left the room for the remainder of the agenda item.**
- (1) **Chris Callander, convener of the Liaison with Press and Interest Groups subgroup gave a verbal update. Minutes of the subgroup meetings can be found at www.savecapel.com**
 - (2) **Andy Rankine, Convenor of the Housing subgroup gave a verbal update. Minutes of the subgroup meetings can be found at www.savecapel.com**
 - (3) **Mark Ginsberg, Convenor of the Campaign/Lobbying Strategy subgroup gave a verbal update. Minutes of the subgroup meetings can be found at www.savecapel.com**
 - (4) **Angela Pattenden, representative of the Fund-Raising subgroup gave a verbal update. Minutes of the subgroup meetings can be found at www.savecapel.com**
 - (5) **Tim Saunderson, Convenor of the Flooding & Sewage subgroup gave a verbal update. Minutes of the subgroup meetings can be found at www.savecapel.com**
 - (6) **Robert Assirati, Convenor of the Highways & Transport subgroup gave a verbal update. Minutes of the subgroup meetings can be found at www.savecapel.com**
 - (7) **Cllr Fenton, Council representative of the Landscape, Ecology, Environment & Agricultural Impact Landscape subgroup gave a verbal update. Minutes of the subgroup meetings can be found at www.savecapel.com**

The Borough Councillor, Carol Mackonochie, re-joined the meeting.

- b) WW1 Commemoration report from Cllr Hollamby. **The next commemoration will be held on 19th November. There will be an exhibition in the village hall at the Fete on 6th July.**
- c) Speedwatch update – **Nothing to report.**
- d) Stone Castle Liaison Committee meeting update – **12th June Chair attended, discussion on proposed site. Awaiting input from KCC on planning.**
- e) To Resolve the Councils wishes to state its formal opposition to the proposals for garden settlements in Tudeley and Eastern Capel as outlined in the presentation at the Annual Parish Meeting on 20th May by Stephen Baughen. [The sites known as CA1 and the Paddock Wood West parcel in the TWBC map]. **Resolved – Proposed by Cllr Parker, seconded by Cllr Fenton, all Councillors in agreement.**
- f) To Resolve to work through the Local Plan working party and its subgroups to assist local residents in the Save Capel group and others to resist these proposals. This will start with the Planning and Transportation CAB on August 5th TWBC cabinet meeting on the 5th August and then if necessary, at the Regulation 18 stage and at a possible public enquiry beyond. **Resolved – Proposed by Cllr Parker, Seconded by Cllr Charles Mackonochie, all Councillors in agreement.**
- g) To Resolve to make a financial contribution to this campaign (SaveCapel) from its legal budget (of no more £5000 in 2019-20) and will assist Save Capel and others in fundraising and publicity. **Resolved – Proposed by Cllr Saunders, seconded by Cllr Charles Mackonochie, all Councillors in agreement.**
- h) To Resolve that the Council's financial contribution in 2019-20 shall be spent on helping the start-up publicity costs of the campaign and contributing towards the costs of a Planning Consultant for the Reg 18 & 19 stages. **Resolved – Proposed by Cllr Young, seconded by Cllr Sawyer, all Councillors in agreement.**
- i) Citizen of the Year – **Four nominations were submitted, Councillors voted and a Citizen of the Year was agreed upon.**

- a) Request for clothes recycling bin to be located at Recreation Ground – Scope. **Councillors declined the request on this occasion, a recent additional clothing**

recycling bin had been a cause for concerns and possible association with clothes being littered on local highways. The previous clothing bin has now been removed.

438 12) **REPRESENTATION AT MEETINGS – The Chair, Cllr Mackonochie and Cllr Sawyer attended the recent KALC meeting held on 12th June. Neighbourhood Development Plans were discussed. Full minutes can be found on the KALC website.**

439 13) **QUESTIONS FROM MEMBERS – None.**

440 14) **CLERK'S REPORT**

- a) Councillor email addresses – Councillors to confirm their council email addresses are active. **Some Councillors still experiencing issues with email account. Clerk to arrange for an IT professional to assist with issues.**
- b) **The Clerk requested updated details from The Fete Committee for the forthcoming event. Cllr Mackonochie confirmed the committee are in contact with the parish Groundsman regarding the arrival of the fun fair and is in communication regarding the ground condition.**

441 15) **ADJOURNMENT TO HEAR FROM MEMBERS OF THE PUBLIC –**
a) **Carol Mackonochie – request for the winner of Citizen of the Year to have a friend who is aware of what time the presentation will begin.**

442 16) **DATE OF NEXT MEETING – 29th July 2019**

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk.

With no further business the meeting closed at 21.17

Signed: Dated: