

## IWADE PARISH COUNCIL

### MINUTES OF THE MONTHLY PARISH COUNCIL MEETING

Held on Tuesday 9<sup>th</sup> December, 2015

**Present:**

Cllr. J. Hunt – Chair	Cllr. P. Horner
Cllr. M. Gale – Vice-Chair	Cllr. R. Clark
Cllr. P. Hyde	Lynda Fisher, Clerk
Cllr. S. Plumb	Borough Cllr. Ben Stokes
Cllr. D. Wastall	PCSO Matthew Link
Cllr. J. White	Community Warden, Nick Mayatt
Cllr. S. Cheeseman	2 Members of the public
Cllr. L. Mitchell	

#### **1. Welcome and Apologies**

The Chair welcomed everyone to the meeting; apologies were received Cllr. D. Gale.

#### **2. Declarations of Interest and Dispensations**

Cllr. Clark declared an interest in Item 6. Cllr. Hunt declared an interest in Item 8.3, the request from Iwade Brownies for a grant. Dispensations are in place for Members relating to The Barn and Iwade School.

#### **3. Minutes of the Previous Meeting**

Proposed by Cllr. White and seconded by Cllr. M. Gale the Minutes of the Monthly meeting held on the 11<sup>th</sup> November, 2015, were agreed and signed as a true transcript, but with the following amendment – Cllr. L. Mitchell was in attendance.

Proposed by Cllr. M. Gale and seconded by Cllr. Clark the Minutes of the Finance Committee meeting held on the 17<sup>th</sup> November, 2015, were agreed and signed as a true transcript.

Proposed by Cllr. White and seconded by Cllr. Mitchell the Planning Committee meeting held on the 29<sup>th</sup> October, 2015, were agreed and signed as a true transcript.

#### **4. Visitors/Public Time**

1. **Visitors** – Cllr. Horner mentioned that work taking place on the Persimmon site in Sheppey Way is causing adjacent properties to ‘shudder’. Clerk to e-mail Persimmon regarding this; residents to take weekly photographs of any cracks and monitor the situation. **Action: Clerk**

Cllr. White mentioned possible building work taking place on a site at the top end of Helen Thompson; Borough Cllr. Stokes to look into this.

2. **County and Borough Councillors** – Borough Cllr. Stokes has dealt with fly-tipping along Raspberry Hill Road. He received complaints from residents regarding car parking in the village; the JTB met on Monday and put forward a recommendation for a blanket ban on parking on pavements in Swale.
3. **Community Warden (Nick Mayatt)/PCSO** – The PCSO reported that he had dealt with a case of criminal damage in Redwing Avenue; criminal damage in the Allotments at Elm Tree Avenue; theft in School Lane and a burglary at the Take Away in the village centre. Although the take away is covered by a CCTV camera the management group now turn the lights off in the centre. Clerk to approach the management group to try and get the lights switched back on. **Action: Clerk**

## 5. Matters Arising from the Minutes

1. **Grovehurst Roundabout and Slip Roads** – pedestrian warning signs have been placed on the A249 northbound exit slip road but not the southbound; Clerk to chase Highways England. **Action: Clerk**

## 6. Planning

1. **SW/14/500739/R12** – Local traffic management plan which reviews the existing parking situation in detail and proposes robust solutions/on street restrictions in close proximity to the school, pursuant to condition 11 of planning permission SW/14/500739 – Iwade Community Primary School, School Lane, Iwade, ME9 8RS – agreed the following response:

Having reviewed the draft traffic management plan SEH/T0340 Iwade Parish Council wish to make the following comments:

- **Figure 2-1 and 2-2** do not give a clear indication of problems on School Lane. These images have been taken from Google Street View and dated May 2009. Due to the lack of cars in School Lane and of those in the car park of the School it is likely that these images have been taken at a time when the school was on the May half term holidays. Images 1 and 2 of the attached in my view give a clearer picture of the situation on School Lane at school drop off and pick up time.
- **2.3** – This is not proposed but is already in force. The old entrance is currently only being used for construction traffic to the school development site. It has already been seen that this has caused some problems with parents now using this entrance as a space to turn around so it needs to be recognised that the entrance is already in use.
- **2.4.2** – The Parish Council is pleased that it has been recognised that parents already ignore restrictions that are in place resulting in safety concerns. Whilst it is good for the school to have some involvement in policing this, the staff should not be put upon to manage this on their own, and indeed have no power to do so. Parking on the yellow zig zags outside of the school and other parking offences need to be dealt with by the police and local authority.
- **2.5.1 – Off site traffic management – staff supervision** – Whilst extra management is welcomed the Parish Council has concerns over school staff being used and possible confrontation towards them. The plan says that staff will take details of any illicit parking occurring and reoffenders passed on to the council but it **MUST** be recognised that not all roads are public highways and the council have no control over parking in these areas. Notably the school pedestrian entrance at the rear leads to land which is privately owned and any vehicles parking in this area should only be those using the local businesses. It is a private matter to enforce this, due to the land being private.
- **2.5.1 – Local engagement** - Local engagement is extremely welcomed although it would be good to see which bodies this includes. The main interests which should be listed would be the school, Parish Council, County Councillors and Borough Councillors are people that would need to meet regularly. Initially there should be further engagement with residents in the close vicinity of the school along with the businesses of Iwade Village Centre. It is not possible to meet regularly with the JTB as they are a body which meets every three months and are where the findings of the local engagement are taken to be decided. That said I have spoken to the chair of the JTB and he is happy to be included on any regular meetings when possible.
- **3.1.3** – Again this needs some amendment as it is not possible to meet with the JTB regularly. Detail of who is included in local engagement would be preferred.
- **3.1.5** – The Parish Council would like to see a slight change in wording; “This plan will be reviewed on an annual basis as well as being updated when needed to incorporate any changes that may be necessary from the result of any concerns having been raised, specifically once the proposed development is complete, to ensure on-going success. Any change to the plan will be discussed and agreed with the Planning Authority before being implemented”.

## Conclusion

Having taken all details of the plan into account the Parish Council feels that too much emphasis is being put onto the school to manage changes that are needed. The situation outside of the school is of the upmost importance not just for the residents in the surrounding area of the school but also for the safety of the children, parents and staff. The Parish Council feels that no robust solutions have been proposed.

Not enough has been said about previous concerns that have been raised and I have included some examples of what the Parish Council has received within the last month. Image 2 shows the extent that residents have to go to by putting out traffic cones to keep their driveway clear. There has been no mention that in September 2015 Iwade School accepted an extra 30 children, with KCC Highways having no regard to the increase of traffic due to this. To add, the Parish Council did raise concerns over the additional traffic with the County Councillors and KCC planning back in June this year in the hope that a solid plan would come forward.

The reasons for conditions 11 and 12 of the planning approval were to take into account the concerns that already exist and which will become worse due to the increase of traffic linked to the increase in the numbers of children at the school. So far the Parish Council can see no clear evidence on how local engagement will be effective as said in the conditions. There is no plan to make this happen and too much emphasis is being put on the school which in our view needs more input from KCC at the beginning to get set up. Someone needs to lead on this.

For all the reasons above as the plan in our view is not doing what it is set out to and the Parish Council objects in the interests of public safety and residential amenity.

## Proposal

There needs to be a clear plan on how the local engagement will work and this needs to be done at the soonest opportunity. Any findings from this engagement and details of local consultation need to be submitted to the JTB for approval. The JTB only meet quarterly with their next meeting in March 2016 so it is important that this deadline is met and any engagement is done for a report to be submitted at that time. If the March meeting is missed then it will not be possible for the JTB to consider what changes are needed until their June meeting which may not give enough time for changes to be implemented for September 2016 when the school will get an additional intake of children and the traffic problems will get worse.

The Chairman then referred to the recently received amended School Travel Plan; although not on the December Agenda this is also covered by the above application. Most of the comments on the School Travel Plan are inconsistencies, not objections. Discussions have taken place with the School and the document will be amended to rectify these inconsistencies; hopefully the revised draft will be forwarded to the Parish Council by KCC.

## **7. Correspondence**

- 1. The Commonwealth Flag Day** – Proposed by Cllr. Gale and seconded by Cllr. Horner, all agreed to order 2 flag poles, two Common Wealth flags, two Union Jack flags and 2 St. George flags up to a maximum cost of £600. One flag pole to be located on ‘Telly Tubby Hill’ and the other at The Barn.  
***Action: Clerk***
- 2. Outline Proposal Regarding the Operation of School Lane Rec. By Iwade Herons** – An outline proposal has been received from the Herons. Cllr. M. Gale advised that the contract length will be 25 years with a break clause of 12 months for the Parish Council and 6 months for the Herons. This is a good base document but needs tweaking once we all know what we are dealing with. It looks as though the Herons will be eligible for 80% rate relief on the Pavilion, possibly more if agreed by Swale. It will be nice to use the field for cricket and Hockey in addition to football. It seems sensible if the Herons take on the Pavilion and the Parish Council the field. Clerk to obtain quotes for grass cutting.  
***Action: Clerk***

3. **Feedback sought on draft Indoor Sports Facility Strategy 2015 – 2025** – Councillors expressed concern that if pushed more towards using School halls it will have an impact on village halls. Cllr. White to formulate a response and forward to the Clerk for submission. **Action: Cllr. White/Clerk**
4. **Planting Commemorative Future Heritage Trees in Swale** – Noted.
5. **KALC/Kent Fire & Rescue Service Information Update** – Noted.
6. **Planning Enforcement Strategy** – Clerk to prepare a response and circulate to Members before submitting. **Action: Clerk**

## 8. **Finance**

1. **Budget and 2016/17 Precept** – Draft Budget circulated. Clerk is awaiting details from Swale Borough Council in order to calculate the required Precept for 2016/17 so that the budget can be finalised.
2. **Financial Regulations** - With no proposed amendments, Members agreed to accept the existing regulations.
3. **Request for Grants – 2016/17** – Proposed by Cllr. Cheeseman and seconded by Cllr. Horner, all agreed the following grants were approved:

Iwade Women's Institute	£321.00
ROC Café	£1000.00
Iwade Brownies	£663.00
Iwade Herons	£1300.00

4. **Accounts and Cheques raised at this meeting** – Proposed by Cllr. White and seconded by Cllr. Hunt, Members agreed the following cheques and accounts to the 30<sup>th</sup> November, 2015

Date	Chq.	Details		Amount
09.12.15	1811	Clerk's Expenses	Telephone; use of Home as office and refreshments for meeting. 9 Ink cartridges (1/3 share), Stationery (1/3 share) - November	£33.33p
09.12.15	1812	H.M. Revenue & Customs	Tax due January	£153.75p
09.12.15	1813	Iwade Village Hall	Hall Hire July to September	£51.00p
09.12.15	1814	B.W. May & Son Ltd	PAT Testing of Xmas Tree lights and time clock	£453.06p
09.12.15	1815	David Buckett	Interim Internal Audit 2015/16	£209.90p
<b>Five cheques in total</b>				

### Plus:

Clerk's Wages: December 2015	£755.07p	Paid by Standing Order
Eon: Energy Supply, Street Lighting - November	£35.91p	Paid by Direct Debit
Countrystyle: Hire of 110 Ltr. Envirobin - November	£32.50p	Paid by Direct Debit

## 9. **Iwade Localism Project (Swale Borough Council)**

1. The Barn – The plans are done and hopefully will be submitted this week. Barn still not handed over; this is down to Ward's Solicitors; Swale Borough Council chased again on Tuesday.
2. Setting Parish Policies – Localism meeting set for the 13<sup>th</sup> January. Two Borough Council officers have been invited; agreed to ask Borough Cllr. Stokes to also invite Stephanie Curtis.

**Action: Boro Cllr. Stokes/Clerk**

## 10. **Emergency Plan**

Cllr. Horner attended a meeting with Victoria Hadfield at Swale House and now has paperwork to go through. They discussed procedures for residents living on floodplains and suggested equipment; the

Parish Council would only need to deal with the emergency for the first hour and then the emergency services would kick in. Agreed Cllr. Horner to proceed with this. *Action: Cllr. Horner*

**11. E-mails and F.O.I. Membership**

Proposed by Cllr. Mitchell and seconded by Cllr. Clark, agreed the sum of £35 for the annual subscription. Clerk to set up a Direct Debit so that this payment can be taken annually.

**12. Reports from Representatives (Village Hall and KALC)**

1. Hall – Cllr. Gale reported that Hall Committee is looking for a cleaner and someone who can take Minutes. Recent funds received included £250 for the Spiritual Evening and £120 for the Christmas Fayre. The Christmas Grotto event is being attended by 80 children; Mrs. Christmas is doing story telling. The Chairman has resigned and it has been decided not to elect anyone at the present time; ACKR will formulate an appropriate job description for the new person.

2. KALC – Cllr. Clark attended the KALC AGM.

**13. Any Other Matters Arising**

1. Cllr. Wastall has tendered his resignation and this will be his last meeting. Members wished him well and thanked him for his work and assistance during his time as a Parish Councillor. There is a need to appoint a new KALC Representative. Clerk to display the appropriate notice and put this on the January Agenda. *Action: Clerk*

2. Cllr. Hyde queried why the highway white lines had not been refreshed; Clerk has requested this twice; she will chase KCC again. *Action: Clerk*

3. Cllr. Hunt updated on ANPR Cameras; the cost of each camera is £5500; installation £200 and transmission £365 per year. The camera needs to be replaced after six years. Also need to investigate whether there is good 3G coverage.

4. The Christmas tree lights event went well; special thanks to Cllr. Dawn Gale for her help; Iwade Garage for assisting with the installation of the tree and helping with electricity on the night and to Stuart Yates for installing the tree. Perhaps next year the event can be bigger and to look at B.W. May to put up the lights as the tree is getting higher and higher!

5. Cllr. Gale stated that a Christmas Grotto has been donated to the village and asked if the Parish Council is happy to accept a Deed of Donation from the company that has offered it? Members agreed to accept it. The company has stipulated that it cannot be hired out; has to be returned to the Village Hall within 48 hours of being used and is only for the use of Iwade village community groups, e.g. the hall, School, Herons, etc. The Village Hall has agreed to store it.

**14. Next Meeting(s)**

The next monthly meeting will take place on Wednesday 13th January, 2016, commencing at 7.30 pm in Iwade Village Hall.

**The meeting closed at 10.10 p.m.**