



HERNHILL PARISH COUNCIL

Minutes of the Parish Council Meeting held at Hernhill Parish Church on Wednesday 28th June 2023 from 7:30pm to 8:55pm.

Present:

Cllr. B. Heller (Chair) Cllr D. Figgis Cllr. E Bannock Cllr P. Smith
Cllr K. Wakes Cllr D. Waters Cllr A. Gould (SBC),

Also Present: Mrs R. Parr (Clerk), and 2 members of the public

25. APOLOGIES

Cllr R. Lehmann (SBC & KCC), Cllr B. Chipperton

26. DECLARATION OF INTEREST

None

27. MINUTES

A. The minutes of the Parish Council meeting held on the 24th May 2023 (1-24) having been circulated to all Members, were taken as read, confirmed and signed by the Chair.

28. PUBLIC PARTICIPATION

A. A parishioner raised concerns about parking opposite the junction at Forstall to Kemsdale Road. The Council agreed to consider adding the possibility of yellow lines to the next HIP.

29. ANNUAL REVIEW AND APPROVAL OF COUNCIL POLICIES

- A. Code of Conduct
- B. Standing Orders
- C. Financial Regulations
- D. Media Policy
- E. Social Media Policy
- F. Privacy Notice (public)
- G. Privacy Notice (Staff)
- H. Risk Assessment.
- I. Public Participation

The policies A-I have been circulated by the Clerk a number of weeks ahead of the meeting for review and comment prior to the meeting. The financial regulations had

been altered to incorporate online banking. The Code of Conduct had changed to meet the model code as provided by the LGA, which SBC had recently already signed up to and this would bring us in line. The Risk Assessment has minor alterations to refer to online banking and an additional category to include allotments. Cllr Heller proposed to vote to approve these policies en-block, with Cllr Figgis seconding and all in favour.

J. Complaints Policy

K. Vexatious Complaints Policy

The Clerk had prior to the meeting created 2 new policies J, and K above. This was in line with guidance received and the policies prepared were model policies from NALC and SLCC.

A Councillor commented that they were over complex and detailed. It was suggested that the Parish would be better having a simple and short policy with a process that handled any complaint no matter what its nature. They could be replaced by a single line in the Standing Orders accompanied by a flow chart. Cllr Bannock was tasked in investigating and presenting how this would look for the next meeting. In the meantime, Cllr Heller proposed to accept the policies J & K as presented by the Clerk, seconded by Cllr Figgis with 5 Councillors voting in favour and one against.

30. NEIGHBOURHOOD PLAN

- A. Cllr Wakes provided an update on the meeting that occurred on the 7th June 2023.
- B. Following that meeting, the NP group had presented ahead of the meeting a Term of Reference for approval by the full council. Cllr Wakes proposed a motion to approve the ToR, seconded by Cllr Waters with all in favour. Included in the discussion of the ToR was the requirement of providing a delegated authority to the Clerk for minor expenditure, which was suggested at £100 per month to be ratified at any following full council meeting. Cllr Wakes proposed a motion to approve the delegated authority levels for the Clerk, seconded by Cllr Waters with all in favour. The Clerk would alter the Financial Regulation to reflect.
- C. A parishioner had prepared for the NP group a number of flyers, logos and letterheads, which were circulated to all Councillors ahead of the meeting. These had been reviewed with no comments. Cllr Wakes proposed a motion to approve the logos and flyers by the Council, seconded by Cllr Waters with all in favour.
- D. The next NP meeting would be at 7.15pm on the 5th July 2023. The local listing for Heritage Assets had been extended until 17th July and would be considered at the NP meeting.

31. KCC HIGHWAYS IMPROVEMENT PLAN

The Clerk confirmed that the TRO was in the formal consultation stage. The Clerk also commented that she had been contacted by a resident concerned about the placement of signs. The Clerk had contacted KCC who would take this into consideration in their design stage and that KCC and the resident were now in direct contact in order to discuss.

32. PARISH TO TOWN CYCLING AND WALKING PROJECT FINAL REPORT

Ahead of the meeting, Faversham Town Council had prepared a final version report for the above project. Cllr Heller confirmed that contributions had been made by the Parish Council previously via the Eastern Area Committee (EAC). Cllr Gould clarified that the report presented was the Faversham Version that had attracted Government funding of £1m for the project. There was another version for outlying

areas where the aim was to have a proposal and framework sitting on the shelf ready to go if funding was available and that the Council should look out for any further information via the EAC. Cllr Bannock raised concerns that consultations were not working. At Parish, District and County level we were not reaching the public in a meaningful way and some proposals did not align with the wishes of the community. The PC would consider better ways of consulting and gathering views more democratically. This would be added to the next agenda.

33. NEIGHBOURHOOD WATCH COMMUNITY SAFETY CHARTER

- To adopt?

The Council agreed that this would be an appropriate topic to discuss in the presence of the new Local Area Police representative due to attend the meeting in July and therefore, deferred.

34. STAPLESTREET BROADBAND - Issue raised by resident

A resident had contacted the Clerk to raise the issue of broadband in the area of their home on Staplestreet and was concerned that the broadband voucher scheme had not managed to get over the line, but that the new Crematorium was receiving broadband. The voucher scheme referred to by the resident was not one led by the council. In addition, it is noted that it is usual for private businesses to fund the installation of their own broadband. It was discussed and agreed that there were no current broadband promotions or schemes the council could consider. The Council sympathise with the resident concerned by this but that this was not an issue for the Council.

35. PLANNING

A. Planning Applications-

- 1) 22/505450/FULL Location: Land South East Of A299 Slip Road Off Highstreet Road Hernhill Kent ME13 9EN Proposal: Section 73 - Application for variation of the wording of condition 16 (mezzanine floor space restriction) pursuant to 21/502972/FULL for - Change of use of land and erection of 35no. general commercial units (use classes E(g), B2 and B8 with allocated parking and associated landscaping. Nature of amendment: Alteration of wording of condition 16 to require formal approval of any mezzanine floor space proposed to any unit.

The Council discussed the application noting that this appeared to be further intensification at the site and would remove the approval the client would need to request each time a mezzanine would be added. The key concern remained around the potential for not enough parking and there possibly being the potential for overspill into surrounding areas. The Council voted unanimously to object to the application with the following comment:

“Hernhill parish council voted unanimously to object to the application for the removal of the mezzanine condition. The council originally objected to the application with serious concerns regarding parking at the site and potential overspill into surrounding areas. The council has already noted dangerous parking on the road outside during the construction period and we have had reported a number of near misses. Since this is with only the construction traffic and is likely to be of a lesser number of vehicles than when the site is in full operation. With the increase in unit space created by allowing mezzanines, this allows for further intensification of the site with the potential for increased pressure on parking and the council's concerns

are amplified as a result.

Should swale Borough Council be minded to approve the application, then the Parish Council would suggest a including a condition that the developer pays for the KCC Highways cost of double yellow lines from Thanet Way slip Road to Plumpudding Lane”

- 2) 22/505449/FULL Location: Land South East Of A299 Slip Road Off Thanet Way Highstreet Road Hernhill Kent Proposal: Section 73 - Application for variation of the wording of condition 14 (mezzanine floor space restriction)) pursuant to 20/502407/FULL for - The construction of thirteen commercial units (for general industrial, storage and distribution, and light industrial use), and associated parking and landscaping. Nature of amendment: Alteration of wording of condition 14 to require formal approval of any mezzanine floor space proposed to any unit.

The Council discussed the application noting that this appeared to be further intensification at the site and would remove the approval the client would need to request each time a mezzanine would be added. The key concern remained around the potential for not enough parking and there possibly being the potential for overspill into surrounding areas. The Council voted unanimously to object to the application with the following comment:

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B. Planning Decisions -

- 1) 22/505990/FULL Land Between The A299 Staple Street Road And Whitstable Road Graveney Kent ME13 9HT Temporary change of use of land for the provision of a marshalling compound for commercial vehicles, including a welfare cabin and creation of vehicular accesses and 40 staff car parking spaces, for use in conjunction with the regulation of construction traffic accessing Cleve Hill Solar Park. - Application Permitted

C. Planning Reports

- 1) Crematorium - Staplestreet - Environmental Impact

The Clerk had received correspondence from a number of residents concerned about the environmental impact caused to the pond on Staplestreet during the construction of the crematorium where the edges of the pond had been scraped clean of vegetation removing margin area for newts and also a drainage pipe added to the pond from the crematorium roadway. The Clerk along with many others reported this to the Environment Agency and also to Swale Borough Council Planning Enforcement. No further response has been received from the EA. SBC commented that as the pond lies outside of the red line area associated with the crematorium works that conditions do not apply. It was pointed out that works had been undertaken prior to the approval of drainage conditions (22/505852/SUB) with SBC noting that they cannot take any enforcement action but the planning officer would be alerted to concerns raised which they make their assessment.

2) Uenta - Church Hill

A number of parishioners raised concerns with regards to the recent construction works undertaken at Uenta and whether they were in line with the recent planning application and planning regulations and was reported to Swale Borough Council Planning Enforcement. Following their investigation, SBC confirmed that the construction underking is in line with the planning application and is within permitted development regulations.

36. MATTERS ARISING

- A. Neighbourhood Watch - None
- B. Dale Farm Oast - The Clerk had not received any response from the SBC Conservation officer following their chase. Cllr Gould is to chase.
- C. Email provider update - The process has commenced and it will be instigated once Cloud Next receives payment. Cllr Smith had agreed to be the first to set up test the new system.
- D. Allotment Fencing - The Clerk and Cllr Wakes had applied for the grant to the Kent Community Foundation for the replacement of the fencing at the allotment for £2110.00. The application required a referee for which Cllr Lehmann was approached and agreed to respond. Cllr Wakes confirmed that it may take up to 3 months before we hear the outcome. Also concerning the allotment, Cllr Heller confirmed that rabbit wire would be added to the gate on the allotment in answer to recent concerns raised by holders.
- E. Slip Road Dargate Issue - Update The Clerk had contacted our local Police representative concerning the issue of poor parking on the slip road relating to the nearby construction. PC Morris agreed to undertake regular checks in the area and for us to alert him if any further issues are seen. The council also discussed to consider the area for yellow lines at the next HIP.

37. COUNCILLOR'S REPORTS

- A. It was mentioned that the village hall AGM was due on the 6th July and whether we should attend as a stakeholder. There were a number of legacy queries with regards to landowners of the playing fields and the council mowing. It was agreed to Cllr Bannock to informally approach the Chair of the village hall and DCA to

clarify.

- B. Cllr Smith raised the issue of a raised manhole in the vicinity of the Corner House. Details of how to report to KCC ‘report a problem’ were provided.
- C. Cllr Wakes commented that there was a campaign by Kent and Medway public health leaders urging parents and carers to make sure children are up to date with their MMR (measles, mumps and rubella). It was agreed to place a link to the advice and guidance in the Hernhill News.
- D. A Councillor commented that the Swale Economic Development Newsletter had been received and did we want to publicise. It was agreed to add this to the website.
- E. Cllr Figgis raised concern with respect to the recent cutting of the verges by KCC in the village and that this had not been done very well leaving behind much vegetation still causing issue on sightlines at junctions etc with some villagers resorting to removing it themselves. It was agreed for the Clerk to complain to KCC.
- F. Cllr Bannock queried whether the council was aware of any KCC owned land in the village? The council wasn’t and it was agreed that this is something that could be investigated by the Neighbourhood Plan.

38. FINANCE

- A. The June Bank reconciliation was approved and signed.
- B. June’s 2023 cheques for payment were approved and signed.

Chq-1699 Countrywide Grounds Maintenance (Mowing June)	£152.66
Chq-Advice Only S/O R Parr (Salary & Expenses)	£322.25
Chq-1700 Hughes & Son (April Church Cutting)	£130.00
Chq-1701 R Parr (13 hours overtime)	£181.35
Chq-1702 Defib Store (Replacement Adult Pads - Village Hall)	£73.20
Chq-1703 Village Hall (May Hall Hire)	£17.00
Chq-1704 KCS (Photocopier)	£1.44
Chq-1705 Cloudnext (Domain)	£59.98
Chq-1706 Cloudnext (Email Hosting)	£132.00
Chq-1707 R Parr (Expenses Staples- Stationery)	£46.03
Chq-1708 R Parr (Expenses - Stamps)	£26.40
	£1,142.31

39. CORRESPONDENCE

- A. Bensted Charity Grant open to applications. This is now open to applications for help for infirm people, educational or recreational facilities, equipment and bursaries. Details and forms from: benstedscharity.org.uk
- A. Police Local Representative : PC Gary Morris. To attend July council meeting
- B. Faversham Town Council emailed an update on the closure of KCC proposal for Faversham’s Waste and Recycling Centre. Faversham Town Council would set up a working group. KCC intends to keep to the timeline for the 12 week consultation to commence on 18th July. The council will add this to the agenda for the July meeting.
- C. Draft Kent Minerals and Waste Local Plan 2024-2039 and Draft Kent Minerals Sites Plan - Regulation 18 Public Consultation June 2023. Section 18 public consultation is currently underway through the KCC website. Kentconnecttosupport.org
- D. Swale Parish council Meeting with MP Helen Whatley - 30th June 2023. Cllr Waters to attend.

- E. Boughton Hill KCC Updates: The newly reopened road will be closed overnight 8.00pm -5.00am on 11th, 13th and 15th July to complete the new surface.

40. ADMINISTRATION

- A. None

41 CHAIRMAN & CLERK'S SUNDRY REPORTS

- A. None

42 ITEMS TO BE PLACED ON JULY'S FULL MEETING AGENDA

- A. Online Banking Proposals
- B. Bank Signatories
- C. Local Police Representative
- D. KCC Proposal to Close Faversham Waste & Recycling Centre
- E. Appointment of Auditor

There being no further business, the Chair declared the Meeting closed.

CHAIR