

NEWINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 28 January 2020 in the Newington Room, Newington Village Hall.

Present: Cllr Debbie Haigh (Chair), Cllr Tony Mould (Vice Chairman), Cllr Richard Geldard, Cllr Steve Godmon, Cllr Stephen Harvey, Cllr Elaine Jackson, Cllr Eric Layer, Cllr James Morgan and Cllr Richard Palmer; and Mrs Wendy Licence (Clerk).

Also present were County Councillors Mike Whiting, Ward Member Alan Horton and two members of the public.

Cllr Haigh welcomed everyone to the meeting.

1. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Ryan Condron (work); apologies accepted.

Cllr Haigh informed Members that sadly Dean Coles has resigned from the Council and extended thanks for his hard work and contribution to the Parish Council.

Cllr Haigh said the deadline for a petition for an election is 29 January, if no election is called the Council can so-opt.

2. DECLARATIONS OF INTEREST

Cllr Jackson declared a pecuniary interest in item 8 iii. Review of Pavilion rent

3. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 10 DECEMBER 2019 AND THE EXTRAORDINARY PARISH COUNCIL MEETING ON 14 JANUARY 2020

Cllr Haigh **PROPOSED** to accept the minutes of the meeting held on 10 December 2019 as a true record; **SECONDED** by Cllr Harvey: **AGREED UNANIMOUSLY**. Cllr Haigh duly signed the minutes as a true record of the meeting.

Cllr Haigh **PROPOSED** to accept the minutes of the extraordinary meeting held on 14 January 2020; **SECONDED** by Cllr Geldard: **AGREED UNANIMOUSLY**. Cllr Haigh duly signed the minutes as a true record of the meeting

4. MATTERS ARISING FROM THE MINUTES

Cllr Haigh said matters will be covered under the agenda.

5. PUBLIC QUESTION TIME

The meeting was adjourned for the Public Question Time

A resident said that, on behalf of the public, that he would like to thank Mr Coles for all the effort he had put in to the Parish Council work over the years.

The HugoFox notifications are working well, can the header picture be changed on a seasonal basis. Can a list of correspondence be provided please?

ACTION: Clerk to provide Correspondence lists for the public at meetings.

The meeting was reconvened.

6. VISITORS

i. Borough Councillors

SBCllr Horton expressed thanks to Mr Coles for his sterling work on the Parish Council, it is hard working volunteers who make communities.

SBCllr Horton said the Draft Swale Heritage Strategy is out for consultation, this would impact on the village. SBCllr Horton's Members' Grant Fund has been given evenly across the villages in the Ward, there will be a new pot of money in May.

Cllr Haigh thanked SBCllr Horton for attending and for his report.

SBCllr Palmer reported that he had put forward two applications from Newington for grants from the Special Projects Fund; the Parish Council's application for a contribution for the Recreation Ground footpath did not pass the criteria but the Friends of Newington Recreation Ground have been awarded £20,000 for the play area.

SBCllr Palmer informed Members that he had spoken to the Police and Crime Commissioner about Automatic Number Plate Recognition cameras, there used to be one hundred and eighty cameras but now there are only one hundred and thirty cameras which are not always visible but the Police consider them to be in the right locations. The Police and Crime Commissioner has set the precept and is looking to add another one hundred and eighty Officers and an extra thirty-six PCSOs for Kent and Medway, this will help tackle serious crimes such as county lines. The Commissioner will also look into anti-social behaviour problems. Swale will get extra officers on the street. An extra one hundred back-room staff will also be recruited.

Residents from The Tracies have been in touch regarding the contractors working on Sundays which is in breach of condition 12 and also for parking in the road, condition 5 is for the developer should build a parking area on site. The matter has been referred to Swale Planning Enforcement.

SBCllr Palmer said there had been no complaints about the re-cycling although there have been problems with the bin lorry crushing some bins. These bins have now been replaced.

Dog Fouling continues to be a problem.

Five properties in Church Lane were affected by flooding, Southern Water has been contacted and they are investigating the cause. The water is untreated. KCC is also looking into the problem.

Cllr Haigh thanked SBCllr Palmer for his report.

ii. County Councillor

KCCllr Whiting reported that the gas main replacement works by Southern Gas Networks along the A2 at Newington have recommenced and are due to continue until October. There have been occasions when there does not seem to be someone manning the lights at the Rook Lane end. There should be someone there between 7am and 7pm each day. KCC does check each morning, but the operator is not always replaced when he/she needs to take a break. This has been raised with SGN.

Despite suggestions from Swale Council's administration that there was no agreement to provide funding for the Stockbury roundabout improvements, there have been emails from Swale officers to KCC to the contrary and minutes from a Cabinet meeting on 12 December 2018 where the decision was noted.

KCC has launched its five-year strategic plan for consultation, the Council wants to make Kent the best place to live, work, play, learn and invest in.

KCC Members Grant Fun will go back to £20,000 in the next financial year.

The Police and Crime Commissioner is not just replacing officers in Kent but will have more paid officers than it ever had; there will be extra PCSOs and back officer staff. It is important to report all crimes in the area so that more Police officers will patrol the area.

KCCllr Whiting said that when he was the Cabinet Member for Environment & Transport he pledged that he would plant one tree per resident in Kent, 1.2 million, and the new post holder has agreed to continue with the programme.

Cllr Harvey said that he has been corresponding with Sharron Davin, KCC Streetworks Coordinator, about the lights and also that the road closure must not take place during the school exam period or Easter. Ms Davin has said there will be a meeting with the Parishes.

KCCllr Whiting said Ms Davin is pushing for details of the road closures but Southern Gas Networks is reticent. There needs to be another meeting as soon as possible. The road closure dates are very important especially for the bus company.

Cllr Jackson said the Council is asking KCC Highways if it is possible to have "No HGV" signs on the A2 before Playstool Road rather than the side roads when it is too late for lorries. Several residents have had their walls and fences damaged by HGVs.

Cllr Jackson said PCSO John Cork had observed the traffic with the Southern Gas Networks traffic lights operator and had asked that he record details of vehicles breaching but the operator said no. PCSO also advocated the use of SmartWater as when low level crimes are committed, if items are marked they can be recovered.

Cllr Horton said Swale Borough Council has kits available, the system has to be logged.

ACTION: Clerk to ask Swale Borough Council for some kits.

KCCllr Whiting said that "Unsuitable for HGV" signs could be part of a Parish Highways Improvement Plan, the signs cost approximately £200 each

Cllr Haigh thanks KCCllr Whiting for attending the meeting and for his report.

KCCllr Whiting and SBCllr Horton left the meeting.

7. PLANNING

i. To receive the minutes of the Planning Committee meeting held on 14 January 2020 an update

Cllr Harvey **PROPOSED** to accept the minutes of the Planning Committee meeting held on 14 January 2020 as a true record; **SECONDED** by Cllr Haigh: **AGREED UNANIMOUSLY**. Cllr Harvey duly signed the minutes as a true record of the meeting.

A Heritage Strategy for Swale

Cllr Harvey reported that the formal public consultation on the draft Heritage Strategy commenced on 20 December, 2019 for a six-week period and the deadline for comments is 31 January, 2020. The Council could respond that it welcomes the excellent document and individual comments have been made. We understand that that you are coming out to a meeting and the Parish Council volunteers Newington to be the first as there is a World War 1 site; the Roman town at the Watling Place site and other strategic heritage in the village. The Council can provide suitable meeting rooms. Newington History Group should also be involved

Medway Local Plan Update January 2020

Cllr Harvey informed Members that the Medway Local Plan has been updated.

Ref: 19/502206/FULL 61 Playstool Road Newington Sittingbourne Kent ME9 7NL

Proposal: Retrospective application for the erection of a single storey rear extension, first floor rear extension, loft extension and lean to roof at front and side of dwelling (resubmission of 18/502531/FULL)

PINS reference: APP/V2255/D/19/3240474

Cllr Harvey reported that a decision is yet to be made.

Ref: 19/505848/FULL 3 Red Robin Cottages, Callaways Lane, Newington ME9 7LU

Proposal: Erection of single storey front extension. Part demolition of existing single storey rear and erection of part two storey, part single storey rear extension, loft conversion including roof alterations and rear dormer.

Cllr Harvey informed Members that the application has been withdrawn.

Ref: 19/505891/FULL Newington Recreation Ground, Orchard Drive, Newington ME9 7NH
Proposal: Retrospective application for 2.4m green mesh fencing approximately 13m long at end of ball court, to protect users of children's play area from stray balls.
Cllr Harvey reported to Councillors that the application had been approved.

Ref: 19/505301/FULL Co-op Supermarket, 37 High Street, ME9 7J
Proposal: Installation of new external coldrooms on concrete base at the side of the property, including erection of a timber frame canopy over and clear polycarbonate roof covering. Creation of a new plant area at the rear using palisade fence and reconfiguration of existing loading bay and steps. Existing high level plant to be removed.
Cllr Harvey informed Members that the application has been withdrawn.

Ref: 19/505596/FULL Land Rear Of 148 High Street High Street, ME9 7JH
Proposal: Conversion of former agricultural barn and associated lightweight structure to a dwelling house with furniture restoration workshop and home office, associated storage, car parking and access driveway (Resubmission of 19/504153/FULL).
Cllr Harvey reported that the application has been refused. The matter has gone to appeal for non-determination as the application was not refused in time..

Ref: 19/505566/FULL 15 Wickham Close, Newington ME9 7NT
Proposal: Proposed front porch and utility room extension
Cllr Harvey reported to Councillors that the application had been approved.

Ref: 19/504827/FULL 77 Playstool Road, Newington ME9 7NL
Proposal: Retrospective application for erection of a timber framed shed for a snooker table.
Cllr Harvey reported to Members that the application had been approved.

Ref: 19/503528/FULL The Vicarage, Church Lane, Newington, ME9 7JU
Proposal: Demolition of existing garage, outbuilding and boundary wall. Erection of 3no. detached, three bedroom dwellings with associated landscaping, parking and access.
Cllr Harvey said a decision is yet to be made, the matter was deferred from SBC Planning Committee on 9 January 2020 for updated reports.

Ref 19/503737/SUB Land Adjacent To 5 The Tracies Newington ME9 7TQ
Proposal: Submission of Details to Discharge Condition 4, 5, 6,7,10,15 (From application 18/505315/FULL : Erection of 5no. detached houses with associated access and parking including detached carport to Plot 2.
Cllr Harvey reported the matter is ongoing.

Ref: SW/16/507594/RVAR (KCC/SW/0526/2018)
Paradise Farm, Lower Hartlip Road, Hartlip, Sittingbourne ME9 7SR
Cllr Harvey reported that the brickearth extraction has been put on hold.

Ref: 18/500767/FULL Newington Working Mens Club, High Street, ME9 7JL
Proposal: Variation of Condition 2 and removal of Condition 11 of application 17/504342/FULL (Retrospective demolition of former Working Mens Club and erection of 9no. dwellings and 1no. maisonette together with carports for garaging of cars (Revised scheme). (Vary Condition 2 to include reference to 'Titan-Sonair' ventilation system to bedrooms and dining room fronting the high street.)
Cllr Harvey informed members that the Swale Enforcement Officer is looking at enforcement.

Ref: 17/505711/HYBRID Land at Wises Lane Borden Kent ME10 1GD
Hybrid planning application with outline planning permission (all matters reserved except for access) sought for up to 595 dwellings including affordable housing; a two-form entry primary

school with associated outdoor space and vehicle parking; local facilities comprising a Class A1 retail store of up to 480 sq m GIA and up to 560sqm GIA of "flexible use" floorspace that can be used for one or more of the following uses - A1 (retail), A2 (financial and professional services), A3 (restaurants and cafes), D1 (non-residential institutions); a rugby clubhouse / community building of up to 375 sq m GIA, three standard RFU sports pitches and associated vehicle parking; a link road between Borden Lane and Chestnut Street / A249; allotments; and formal and informal open space incorporating SuDS, new planting / landscaping and ecological enhancement works. Full planning permission is sought for the erection of 80 dwellings including affordable housing, open space, associated access / roads, vehicle parking, associated services, infrastructure, landscaping and associated SuDS. For clarity - the total number of dwellings proposed across the site is up to 675
Cllr Harvey said there is no further update on the application.

Ref: 19/503293/FULL: Car Showroom, London Road, Upchurch ME9 7PD

Proposal: Change of use of auto showroom and workshop (Sui Generis) to a banqueting hall, including food processing and distribution (Class D2 and B2), including the creation of a mezzanine floor and alterations to fenestration.

Cllr Harvey reported that a decision is yet to be made.

Ref: 18/505060/ADJ (Alternative reference: 18/504836/EIOU) Binbury Park, Detling Hill, Detling, Maidstone, Kent

Proposal: Adjoining Authority Consultation from Maidstone Borough Council for Outline application (with all matters reserved apart from access) for the erection of up to 1,750 dwellings including affordable housing, 46,000 sq.m of commercial space, a hotel, a local centre, a new primary school, a park and ride facility, strategic highways improvements including new Kent Showground access/egress, accesses/roads including a new bridleway bridge, parking, associated open space, landscaping, services, and Sustainable Drainage Systems. In addition the proposals include a publicly-accessible country park including the Binbury Motte and Bailey Castle Scheduled Ancient Monument.

Cllr Harvey said there was nothing to report.

ii. Address: 53-57 High Street Newington Sittingbourne Kent ME9 7JJ

Ref: 19/505786/FULL Proposal: Conversion of existing ground floor restaurant and first floor accommodation to create 5no. flats, together with two storey side and rear extension, demolition of existing rear porch, new fenestration, roof alterations and installation of glazed balustrade and associated internal alterations.

Ref: 19/505787/LBC Proposal: Listed Building Consent for internal alterations to existing ground floor restaurant and first floor accommodation to create 5no. flats, together with two storey side/rear extension, demolition of existing rear porch, new fenestration, roof alterations and installation of glazed balustrade

Councillors considered the application and were concerned that insufficient attention had been given to the change of use of the property and urged that this application is not considered.

The proposal would result in the loss of a community asset.

Councillors also had concerns about the internal configuration of the flats and the number of units, there being a lack of windows in one of the units. There is insufficient parking and amenity space for residents.

The Parish Council fully supported the comments from the Conservation Officer.

Cllr Harvey **PROPOSED** to object to the application; **SECONDED** by Cllr Haigh: **AGREED UNANIMOUSLY**. and agreed to object to the application.

Cllr Haigh thanked Cllr Harvey for his report.

8. AMENITIES COMMITTEE

i. To receive the minutes of the Amenities Committee meeting held on 21 January 2020 and consider the recommendations

Cllr Jackson **PROPOSED** to accept the minutes of the Amenities Committee meeting held on 21 January as a true record of the meeting; **SECONDED** by Cllr Layer: **AGREED UNANIMOUSLY**. Cllr Jackson duly signed the minutes as a true record of the meeting

Cllr Jackson reported that PCSO John Cork had attended the meeting. Another quotation had been received from another contractor to repair the sputnik but this was more expensive.

It was **AGREED** to accept the quotation from Maylow Construction for £323.00

ACTION: Clerk to place the order.

Cllr Jackson said that it was agreed to fix the Football Club rent at £1650 for two years. A meeting is being arranged with the Club. The Club does not inform the Clerk of matches or friendlies in the Summer.

Cllr Jackson said the CCTV camera is working. The Committee wants to get the garage painted as the graffiti on it projects the wrong image. The idea of a mural is still being explored. Mr Jackson will paint over the graffiti on the Pavilion. The hole in the garage will be blocked up.

ACTION: Cllr Haigh to purchase the paint.

Cllr Jackson said the Newington History Group want to plant an oak tree on the Recreation ground and while Councillors were keen to support the project there was concern about the suitability of a site. It had been suggested that it could give shade to the play area but an oak tree is not the right tree for the area.

Cllr Geldard said if Councillors meet with the Forestry Commission, they might be able to help with where it could go.

Cllr Haigh said that if it has a seat and is to commemorate the fallen of the Great War, it would be lost in the Community Woodland and it might lose respect.

Cllr Haigh thanked Cllr Jackson for her report.

ii. To consider quotations for Recreation Ground maintenance

Councillors considered three tenders for the maintenance of the Recreation Ground.

Cllr Haigh **PROPOSED** to accept the quotation from Landscape Services, with four cuts of the Woodland Walk, if they would be prepared to give the schedule of work; **SECONDED** by Cllr Harvey: **AGREED UNANIMOUSLY**.

ACTION: Clerk to accept tender and ask what the contractor considers the Woodland Walk to be and ask for a price for a one-off cut of the playing field.

iii. Review of Pavilion rent

Cllr Jackson left the room and took not part in the discussion.

Cllr Harvey said expenditure is half of what it was three years ago. The Council had set a special rate for lettings and also to the Youth Club to support the group.

Cllr Harvey **PROPOSED** to keep the rent the same for another year; **SECONDED** by Cllr Haigh: **AGREED UNANIMOUSLY**.

Cllr Haigh said the Pavilion is a community asset and the Council endeavours to promote a sense of community.

Cllr Jackson returned to the meeting.

iv. To consider specification for play area and procurement process

Cllr Harvey **PROPOSED** that Contracts Finder will be used; a panel will be set up to include Cllr Condrón (as Chairman), Cllr Harvey, Cllr Layer, Cllr Palmer and two members of the Friends of Newington Recreation Ground, the panel will meet to agree a specification with the

Clerk in attendance and a unique email address will be set up to receive tenders; **SECONDED** by Cllr Layer: **AGREED UNANIMOUSLY**.

Cllr Haigh said a specification of this size must come back to Full Council to be agreed so that Full Council is aware of it. Sealed bids will be received and opened in front of the Responsible Finance Officer and two other Councillors. Full Council will award the tender. Cllr Condron will be asked to write the evaluation criteria for the Council to make a decision.

9. VILLAGE VOICE AND MEDIA

Cllr Mould circulated a draft of the Village Voice. A photograph is needed for the front page. The Church Restoration Fund has asked if the result of their draw can be included in the Village Voice as the church magazine is no longer published.

Cllr Harvey suggested that the Council agrees pending the church funding another way to publicise this.

Cllr Jackson said that it needs to be made clear that the church has requested this.

Cllr Mould said the Councillor vacancy will be included.

Cllr Haigh advance notice of the Parish Highways Improvement Plan should be included with the survey being in the march edition.

Cllr Mould said there will be the Newington Spring Clean on 4 April and the property marking day can also be included.

Cllr Morgan said a request for photos for the website could be included and this might attract more people to the website.

Cllr Harvey said that a gallery could be included on the website.

Cllr Haigh thanked Cllr Mould for his sterling work on the Village Voice.

10. FINANCE

i. Cheque list: to consider invoices for payment

| Chq no | Payee | Reason | Amount |
|--------|-------------------------------------|--|----------------|
| 3073 | Business Stream | Pavilion and Recreation Ground water supply | £48.40 |
| 3074 | Wicksteed Leisure Ltd | Play area Inspection | £85.20 |
| 3075 | Mr A Mould | Printing Village Voice Extra | £15.00 |
| 3076 | Mr R Malone | Litter Picking street and Recreation Ground | £594.00 |
| 3077 | Mr MJ Marshall | Cemetery and Churchyard maintenance January 2020 | £550.00 |
| 3078 | DCK Accounting Solutions | Payroll fees January | £30.00 |
| 3079 | Staff | Salary and expenses | £679.74 |
| 3080 | HMRC | PAYE | £6.00 |
| 3081 | Countrywide Grounds Maintenance Ltd | Recreation Ground maintenance December 2019 and January 2020 | £530.00 |

Cllr Haigh **PROPOSED** the signing of the cheques; **SECONDED** by Cllr Godmon: **AGREED UNANIMOUSLY**.

Payments

| | | |
|----------------------------|--------------------|---------|
| NEST | Pension | £120.69 |
| NEST | Pension | £144.83 |
| <u>Receipts</u> | | |
| SBC | Festive Fund | £500 |
| Doddington Parish Council | Clerks' Conference | £10 |
| Tunstall Parish Council | Clerks' Conference | £10 |
| Stalisfield Parish Council | Clerks' Conference | £10 |

ii. Any other finance matter received by 28 January 2020

No other matter had been received.

12. CHURCHYARD AND CEMETERY

i. To receive an update of the Churchyard and Cemetery

Cllr Haigh said there has been an issue with spoil from graves being left at the top of the Cemetery and this has been removed at considerable expense. There should be no surplus soil left on the site.

ACTION: Clerk to inform Funeral Directors.

ii. Review of Cemetery regulations and fees

Cllr Layer **PROPOSED** to accept the Cemetery regulations as reviewed by the Cemetery Working Group; **SECONDED** by Cllr Haigh.

Cllr Haigh said the Working Group would monitor the Cemetery and owners of the Exclusive Right of Burial would be contacted if there were issues and they would be given three months to rectify any issues.

Cllr Haigh **PROPOSED** that the fees be increased by 4% from 1 April 2020: **AGREED UNANIMOUSLY.**

Cllr Haigh said the cost of duplicate deeds will remain the same in line with other Councils.

Cllr Morgan asked about the charge for under 16yrs.

Cllr Haigh said the Children's Funeral Fund has come into effect and covers the cost of the burial.

13. HIGHWAYS

This item had been covered earlier in the meeting.

14. STREET LIGHTING

i. To receive an update

Cllr Palmer said the lamp in the alleyway in Station Road needs a back plate.

ACTION: Clerk to contact the contractor.

Cllr Haigh reported that three columns in Church Lane were scheduled to be replaced on 9 January but this did not go ahead as UKPN did not get a permit, this will now happen on 20 February.

ii. To consider quotation for lighting repairs.

Cllr Haigh said Streetlights undertook an audit of the street lights in 2018 and there were nineteen items highlighted of which eighteen related to doorways. The Council had a twelve-month maintenance contract which was value for money. The contractor has rolled over the contract and there is little value in it as the lights have been upgraded. Independent advice received is that if a contract has a specified end date it ends. The contract has been disputed and the contractor is drafting a new contract tailored to the Council's needs.

ACTION: Cllr Geldard to research contracts.

Cllr Haigh said that prices have been received from two contractors for repairs, a more detailed quotation needs to be obtained from one of the contractors.

15. REPORTS FROM MEMBERS

Cllr Mould reported that the school's new parking arrangements are in place and is working well. The current roll is the highest it has ever been with eight new pupils from Watling Place, this shows the S106 money should have gone to Newington.

Cllr Harvey said KCC Education policy is that Newington School cannot be expanded.
ACTION: Cllr Mould and Cllr Harvey to write to KCC Education, KCCllr Whiting to review before sending.

Cllr Palmer reported that Swale Borough Council has offered the car park to the Village Hall or the Parish. This offer should be declined.

16. CORRESPONDENCE

1. 20.12.19: KALC Newsletter
2. 20.12.19: Draft Swale Heritage Strategy 2020 – 2032 and initial 3-year Action Plan: Public Consultation
3. 20.12.19: Letter from NALC Chairman
4. 20.12.19: KCC pot hole data
5. 23.12.19- Resident email concerning Church Lane flooding
6. 30.12.19- UpARA Newsletter- *added to website*
7. 06.01.20- KALC SAC draft minutes
8. 09.01.20- KALC details for Parish Highways Improvement Plan
9. 09.01.20- KCC Select Committee on Affordable Housing *submissions deadline extended to 9 February*
- 10.10.01.20- copy letter regarding lorry movements on A2
11. 13.01.19- KCC Footpath closure extension
12. 13.01.20- Street light update
13. 15.01.20- Kent Police Rural Task Force: Rural report and the Winter 2019/20 edition of Rural Matters Magazine
14. 17.01.20- KALC CEO Bulletin
15. 17.01.20- Swale Borough Council: draft corporate plan 2020-2023 consultation
16. 20.01.20- Newington History Group request for site meeting for commemorative oak tree
17. 22.01.20- Swale Borough Council: invitation to briefings at Swale House
18. 22.01.20- Swale Joint Transportation Board minutes
19. 23.01.20- KALC: Details of training courses

17. ANY OTHER BUSINESS

Cllr Mould asked if the Fun Fair was coming to Newington.

Cllr Harvey said that he had not heard anything.

It was agreed that if the Fun Fair wanted to come to Newington they can hire the playing field, Cllr Harvey and Cllr Layer to be the contacts.

Date of next meeting: Tuesday 25 February 2020

There being no other business, the meeting closed at 9.22pm