

CAPEL PARISH COUNCIL

MINUTES

Monday 24th April 2017 Capel Village Hall at 7:30pm

IN ATTENDANCE: Cllrs Mrs Fenton (Chair), Patterson (Vice Chairman), Mackonochie, Saunders, Anthony, Hollamby and Parker.

APOLOGIES: Cllr Young and Cllr Sawyer

Mrs Michelle Rumble – Financial Officer

Mrs Emma Ivory – Clerk to Council

AGENDA

Minute
No

Action By

- 070 1) **ADMINISTRATION** Fire Exits, Sign In Sheets, Assembly Point, Mobile Phones.
a) To resolve to go into closed session and to exclude the press and public during item 9.h.ii & 9j (Admissions to Meetings) Act 1960.
- 071 2) **APOLOGIES FOR ABSENCE** – Cllr Young gave apologies for the reason of work commitments & Cllr Sawyer gave apologies for absence for personal commitments. Both apologies with accepted.
- 072 3) **DECLARATION OF INTEREST & CHANGES TO REGISTER OF INTEREST** - None
- 073 4) **CHAIRMAN'S ANNOUNCEMENTS** – Dynamic Councillor Training given by KALC on 22nd April was positive.
- 074 5) **QUESTION/STATEMENTS FROM MEMBERS OF THE PUBLIC**
a) Standing orders may be suspended to hear questions/statements from members of the public received in accordance with the guidelines in the Appendix to Standing Orders. **Member of the public raised the issue of parking on the corner of Falmouth Place and Badsell Road. Clerk requested again that members of the public supply details of times and any vehicles which regularly cause issues, this can then be reported to Highways and local PCSO. Members of the public also encouraged to call 101 if they think the parking is dangerous.**
b) In addition to the above, Standing Orders may be dropped at the discretion of the Chair for a period of up to 15 minutes to allow members of the public to speak on items within the meeting agenda.
c) **Brought forward PWCAC funding – item 078.9.b - Request for financial funding from Paddock Wood Advice Centre (PWAC) for 2017. PWAC thanked CPC for their continuing support. This year alone PWAC added 27 new clients in the parish, along with 219 issues from the parish, totalling 123 hours on queries from the parish. Tunbridge Wells Borough Council has cut funding again. Mental health is a big issue currently, previous service offering a NHS support worker has been re taken away, therefore leaving a support gap. Resolution – CPC will defer to the RFO regarding budgeted amount.**
d) **Member of the public (MOP) commented on the lack of pedestrian access into the recreation ground – Cllr Mackonochie reminded them of the opening on gate. Clerk to organise sign to remind pedestrians it is an access point.**
- 075 6) **APPROVAL OF MINUTES**
a) Minutes of the Council Meeting on 27th March 2017 to be agreed and signed as a true and accurate record. **Agreed and Signed.**
- 076 7) **MATTERS ARISING FROM PREVIOUS MINUTES NOT COVERED IN CURRENT AGENDA –**
a) **Review of CPC representation at meetings. Chair deferred to May CPC in the absence of Cllr Young. To be discussed at the annual parish council meeting.**
- 077 8) **EXTERNAL REPORTS**
a. **Borough Councillors Report – Civic centre works continuing. Cultural hub is coming on. Nothing further to report on new TWBC CCTV ruling as it does not directly effect on Capel.**

- b. **County Councillors Report - None**
- c. **Police Report – No report given as PCSO on annual leave.**

078 9) **COMMITTEE AND PORTFOLIO REPORTS**

- a) **Finance & Resources Committee – Santander Bond expires in 3 days, Council minded to let the account lapse and review interests rates after the election.**
- b) **Requests for Payments, Funds or Donations**
- c) **Receipts and Payments - March accounts for ratification and April accounts for approval for payment. Ratified and approved.**
- d) **Finance Risk & Audit Portfolio - None**
- e) **Planning Committee - None**
- f) **Flooding Committee and Portfolio - at a previous meeting the Environment Agency (EA) expressed a keen interest in attending the Annual Parish Meeting so as to discuss the funding issues with parishioners, this has now been deferred until the end of the year, after the election has concluded.**
- g) **Highways & Traffic Portfolio – JTB meeting planned for 24th April was cancelled. Meeting rescheduled until after borough election in May. Cllr Mackonochie has been unable to discuss the additional speed signs with Cllr Young as he is away. Arriva continue to makes service cuts which has affected several parishes.**
- h) **Housing including Memorial Cottages**
 - i) **Housing - None**
 - ii) **Memorial Cottages – Profit and Loss statement for discussion. There continues to be out going costs on the cottages following the recent refurbishment of both No 9 and No 10. Cllr Anthony would like Council to discuss at a future meeting the possibility of selling the cottages and invest the monies in the parish. An alternative is to consider employing a letting agent to manage the properties. Clark to establish if there any legal restrictions which would prevent this. Cllr Patterson supports the investigation of a property management firm. Cllr Mackonochie reminded council funds had been moved to alternative funds. Clerk to refer to RFO regarding funds which have been moved from the account. No figures were publically discussed at the meeting.**
- i) **Parish Development - Recreation, Amenities, Allotments & Open Spaces**
 - i) **Vacant allotments – 2. Plots turned into 4. Clerk to advertise new plots.**
 - ii) **Update on the Working Party set up to investigate the possibility of a MUGA (Multi Use Games Area) on the recreation ground, Falmouth Place. Deferred to next meeting in the absence of Cllr Sawyer.**
 - iii) **Update on the request from Shared Access to site a telecommunication at the recreation ground, Falmouth Place. Shared Access is an independent owner and operator of wireless communications infrastructure, leasing space on any sports facility sites to different Mobile Network Operators. Wellers Solicitor continues to try and make contact with Sumnut Farm for permission.**
 - iv) **BT Phonebox, Tudeley – defibrillator. Cllr Hollamby suggested the Clerk report a power fault to BT so they attend and investigate.**
 - v) **Recycling Bins, Car Park, Falmouth Place – to resolve to remove one cardboard recycling unit, therefore reducing from two containers to one. Resolved – recycling bins are heavily used so will remain.**
 - vi) **The Council resolves to implement the previously agreed decision to remove the stile between the car park and the recreation ground. This will be either replaced by a self-closing gate or the space left open as the Council shall decide. The decision shall be implemented by the end of May 2017. Clerk advised Council they should wait to receive legal advice regarding the removal of the stile. Deferred to next full council meeting.**
- j) **Staff, Office and Administration – HR matters - to resolve to go into closed session and to exclude the press and public during this item (Admissions to Meetings) Act 1960. Items discussed in closed session.**

079 10) **PARISH MATTERS (not covered under Parish Development above)**

- a) **WW1 Commemoration Update. Next service to be held in mid-July.**

- 080 11) **CORRESPONDENCE RECEIVED –**
 - a) Anonymous correspondence received concerning Housing Development. **Comments noted and letter circulated to councillors.**
- 081 12) **REPRESENTATION AT MEETINGS**
- 082 13) **QUESTIONS FROM MEMBERS –**
 - a) **Mayor to open to extension to cricket club 14th May. Elections planned in May voting held in village hall.**
- 083 14) **CLERK'S REPORT – Capel GroundCare advised council of additional staff.**
- 084 15) **DATE OF NEXT MEETING – 22nd May 2017**

Closed: 21.10

Signed: Date: