

HADLOW PARISH COUNCIL

**Minutes of the meeting of Hadlow Parish Council duly convened and held on
Monday 10 March 2014 at 7.30pm at Old School Hall**

Present: Cllrs D Hammond (Chairman), E Bright, Mrs Bright, D Carey, N Collins, P Jones, S Richardson, K Terry, F Shaw, Mrs Shaw, Mrs Massy, C Vernon

Also in Attendance: Melanie Stepkowski – Parish Clerk, TMBC Cllr Janet Sergison, KCC Cllr Matthew Balfour, A Hughes and 2 other members of the public

3128	<p>Apologies for Absence</p> <p>Apologies for absence received and approved by Council: Cllr Morley (other meeting) Apologies noted by Clerk: TMBC Cllr's Jill Anderson, Howard Rogers (other engagements), PCSO's Hockey and Matthew.</p>	
3129	<p>Minutes of the Parish Council Meeting of 10 February 2014</p> <p>Minutes were signed as a correct record. Proposed Cllr D Hammond, seconded Cllr Richardson and carried unanimously.</p>	
3130	<p>Matters Arising from the Minutes of 10 February 2014</p> <p>None.</p>	
3131	<p>Declaration of Interest</p> <p>Cllr Shaw declared an interest as Chairman of the Hadlow Village Hall. Cllr's Carey and Hammond declared prejudicial interests as staff members of Hadlow College and Cllr Jones declared an interest as family member attending the Community Rural Free School. (Minute 3139: TM/13/01482/FL & TM/13/03480/RD)</p>	
3132	<p>Chairman's announcements</p> <p>The Chair, Cllr's Mr & Mrs Bright had met with Anne Barnes (Police Commissioner) on her visit to the Village and had taken the opportunity to commend the two local PCSO's.</p>	
3133	<p>TMBC Councillors reports.</p> <p>Cllr Sergison reminded the meeting that the 'Traders Funding' was still open; the Clerk confirmed that Hadlow Traders application would be completed ahead of the closing date. Borough Council Tax Rates – there was a slight increase from last year.</p>	
3134	<p>KCC Councillors report</p> <p><i>[The Chairman proposed that the KCC Councillors report be heard ahead of the Borough Report due to Cllr Balfour being required to attend another meeting. The meeting approved the move.]</i></p> <p>Cllr Balfour confirmed that the Kent County Council had also slightly increased the tax rate for 2014/15.</p> <p>With regards to the recent bad weather he confirmed that KCC and the government had increased financial assistance for road repairs such as potholes; additional assistance was expected with regards to flood areas.</p> <p><i>[Cllr Balfour excused himself from the meeting as he had other official duties to attend.]</i></p>	

3135	<p>Public Time</p> <p><u>Monthly Crime Report:</u></p> <p>One theft of cooking oil from outside a property in Ashes Lane.</p> <p>Recent issues with youth drinking and hanging around The Maltings had been crime referenced:031522. Any further issues related to this should be addressed immediately to the police providing the crime number already given.</p>	
3136	<p>Parish Clerk Report</p> <p>This is a busy time of year with Annual Safety checks, End of Year Accounts, Annual Parish Meeting and the Annual Council Meeting.</p> <p><u>Finance</u> – The Internal Auditor will be coming on Monday 28 April and the year end accounts need to be submitted to external Auditor for 9 June 2014.</p> <p><u>Portable Appliance Testing</u> – this is a yearly routine and has been scheduled for Monday 17 March at 8am; any clubs wishing to have equipment tested are asked to submit to the parish office before that date.</p> <p><u>Annual Parish Meeting</u> – invitations have been sent to groups and societies within the Parish and the Parish Office have received a good response; the event has been advertised on the Parish Website and will be in the local newsletters. Three play equipment companies have agreed to attend the event providing proposals for play equipment upgrade over the next five years – it will give the community a great opportunity to come and look at the various options available and have their say.</p> <p><u>Annual Council Meeting</u> – preparations have started for this meeting with the Clerk requesting all Councillors return their folders in order that they may be updated.</p> <p><u>Open Spaces:</u> - The possibility of an additional football team from Golden Green using Williams Field as its home base, it is already home to two teams, is being investigated. It is currently under consideration with the football league to ensure they can accommodate the additional fixtures.</p> <p><u>Access Trail</u> – the tarmac path from Church Street along to Victoria Road is no accessible after the removal of a large fallen tree.</p> <p><u>Meetings and Courses</u> - During February the Clerk attended two sessions with Kent Association Of Local Council connected to the CILCA course which she was due to start in the near future. She also attended the Society of Local Council Clerks Annual Meeting in Lenham at the beginning of March.</p> <p><u>The website</u> - this had been updated and the 2014 hall hire and cemetery information was now available on the site.</p>	
3137	<p>Parish Matters</p> <ul style="list-style-type: none"> • Victoria Road Bridge, Golden Green: Works were almost completed. • Williams Field – Phase 2 Skate Park/Play Area: The trees from the Woodland Trust had been received and planting between the wheeled sports facility and housing was due to be done Sunday 23 March at 11am; all volunteers welcome. • A parishioner had raised concerns as to the lack of lighting by the entrance to Hadlow College and the safety of students crossing in that area to the bus stop. The Chairman with his ‘Hadlow College Hat’ on confirmed the situation was in hand. • Walking Maps – Cllr Bright was to meet with Mr Lavender later in the week to further discuss the draft leaflets for four walks within the Parish and local area which highlighted 	

	<p>local trades and services. The drafts were available at the Parish Office for public viewing and comment. The Clerk would seek costs of printing the leaflets and add this to the Traders Fund application.</p>	
<p>3138</p>	<p>Correspondence</p> <ul style="list-style-type: none"> (i) TMBC Economic Regeneration – The Centre for Micro-business has been commissioned to help support and give advice to small businesses based at home across the West Kent area. Parish Council would advertise this locally. Noted (ii) Action With Communities in Rural Kent – Promotion of new European money to help the jobless in Kent, workshops available, the first application deadline was 7 April. Noted. (iii) Kent County Council – the Parish Office had received a letter acknowledging that KCC had no objection to the Parish Council registration of interest re Hadlow Library under the Localism Act. Noted (iv) TMBC changes to off-street parking arrangements in the Borough of Tonbridge & Malling was noted. 	
<p>3139</p>	<p>Planning</p> <p>The Chairman proposed a motion to address the planning applications in a different order to that of the agenda for reasons of expediency. This was agreed and carried unanimously.</p> <ul style="list-style-type: none"> • TM/13/03802/LB – Internal alterations to provide new staircase, provision of bathrooms at first floor. Removal of chimney stack and removal of ground floor partitions and installation of four roof lights. 1 Church Street, Hadlow, TN11 0DB. HPC Agreed. <p>[Cllr’s Hammond and Carey excused themselves from the meeting, Cllr Jones abstained from comment and the Vice Chairman chaired the meeting for the following two applications.]</p> <ul style="list-style-type: none"> • TM/13/01482/FL – Erection of two storey school building together with access, car parking, vehicle circulation area, footway improvement and landscaping, relocate floodlighting within existing sports ground and change of use of agricultural land to a new unlit rugby pitch. Land at Bourne Grange Lane, Hadlow College, Tonbridge Road, Hadlow, TN11 0AL. HPC Agreed. • TM/13/03480/RD – Details of the materials for the surfacing of the parking areas and associated hard standings and a Travel Plan submitted pursuant to conditions 10 & 11 of planning permission TM/13/01705/FL. Hadlow Rural Community School, Ashes Lane, Hadlow. HPC reiterated original objections and concerns about pupil safety. <p>Cllr Terry recognised the Vice Chairman’s works in drafting the original response last year related to Hadlow Rural Community School at Ashes Lane.</p> <p>[Cllr’s Hammond and Carey returned to the meeting and Cllr Hammond chaired the remainder of the meeting.]</p>	

3140	<p>To receive reports from representatives of the following committees and pass such resolutions thereon as may be necessary</p> <p><u>Finance & General Purposes Committee</u></p> <p>(i) To Recommend approval of Authorisation of Payments & Receipts, Bank Reconciliation for February 2014.</p> <p>RESOLVED to accept February Payments & Receipts, Bank Reconciliation in their entirety. Proposed Cllr Richardson, seconded Cllr Mrs Bright and carried unanimously.</p> <p>Cllr Richardson noted outstanding cheque 6256 for £41.64 showing on the books which had been cancelled at that the bank and just needed to be omitted from the books.</p> <p>(ii) NALC Policy Consultation – Local Audit Accountability Act. NALCS draft response was noted.</p> <p>(iii) Gala Lights – Recommend purchase of four green Christmas Tree Motifs with aid of funding sources.</p> <p>RESOLVED to purchase four green Christmas Tree Motifs immediately to take advantage of the 25% discount available until the end of March. Proposed Cllr Richardson, seconded Cllr Mrs Bright and carried unanimously.</p> <p><u>Planning & Environment Committee</u> – Nothing to report.</p> <p><u>Staffing Committee</u> – Nothing to report.</p> <p><u>Community Safety Committee</u> – Nothing to report.</p> <p><u>Hadlow Village Hall</u> – The Village Hall Chairman confirmed bookings remained good; the Youth Club had been invoiced for their share of the utility costs and payment was imminent.</p> <p><u>Hadlow Youth Club</u> – The Chairman of the Youth Club Committee, Mr Clout, had resigned and a letter to thank him for his services to the community had been sent.</p> <p><u>Golden Green Village Hall</u> –The Fish n’ Chips Challenge Quiz had been very successful. The AGM would be on 30 April 2014..</p> <p><u>KALC</u> – Nothing to report.</p> <p><u>TMBC Parish Partnership Panel</u> – Cllr Bright attended and provided a summary of the topics discussed. (Minutes available at the parish office).</p> <p><u>Hadlow Village Transport Representative</u> (Joint Transportation Board) – No meeting.</p> <p><u>TMBC Crime Prevention Panel</u> – Cllr Bright provided a brief summary of the meeting and it was noted that since their last meeting the CSU had dealt with 216 repeat and/or vulnerable victims of Anti-social behaviour.</p> <p>The CSP would shortly be finalising their priorities for 2014/15. These were likely to be Anti-social behaviour, Substance misuse and Domestic Abuse.</p> <p><u>Any Other Meetings</u>: None reported.</p>	Clerk
3141	<p>Motion to Exclude the Press and Public (to enable Council to consider any items on the agenda in which significant aspects would be of a confidential and financial nature).</p> <p>Proposed Cllr Hammond, seconded Cllr Mrs Massy and carried unanimously.</p>	
3142	<p>Village Hall Lease – This was progressing and would soon be ready for both HPC and Village Hall approval.</p>	

	<p>Cemetery Extension – Purchase documents for Council Approval.</p> <p>RESOLVED: To approve six plots to be reserved in the new cemetery area as part of the condition of land purchase. Proposed Cllr Hammond, seconded Cllr Mrs Massy and carried unanimously.</p> <p>RESOLVED: To approve purchase of cemetery land described as land at James Farm, Maidstone Road, Hadlow Kent for Twenty Thousand Pounds to be directly transferred to Warners Solicitors holding account and for the Chairman and Finance Chair to sign the Transfer and Agreement Documents referring to this land purchase. Proposed Cllr Hammond, seconded Cllr Mrs Massy and carried unanimously.</p>	
	<p>There being no further business the meeting closed at 20.35</p> <p>Date of next meeting: Monday 14 April 2014 at 7.30pm in Golden Green Village Hall.</p> <p>Signed Date.....</p>	