

HADLOW PARISH COUNCIL

Minutes of the meeting of Hadlow Parish Council duly convened and held on Monday 9 March 2015 at 7.30pm at Old School Hall

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

Absent: Cllrs Mrs Shaw & F Shaw (unkown)

Also in Attendance: Melanie Stepkowski – Parish Clerk, KCC Cllr M Balfour, TMBC Cllrs Jill Anderson & Janet Sergison, and 5 members of the public

3294	<p>Apologies for Absence Approved by Council: None</p> <p>Apologies noted by Clerk: PCSO’s Hockey and Matthews.</p>	
3295	<p>Minutes of the Parish Council Meeting of 9 February 2015</p> <p>Minutes signed as a correct record. Proposed Cllr Mrs Massy, seconded Cllr Bright and carried unanimously.</p>	
3296	<p>Matters Arising from the Minutes of 9 January 2015</p> <p><u>Minute 3286 Public Convenience and related issues:</u> A response from TMBC about whether the toilets can be locked at night was still awaited.</p>	
3297	<p>Declaration of Interest</p> <p>Cllr Mrs Massy as editor of the St Mary’s Church ‘Hadlow Newsletter’ and Cllr Morley as Church Warden.</p>	
3298	<p>Chairman’s Announcements</p> <p>DHA Transport had contacted the Council with regards to an informal consultation relating to a proposed third party traffic regulation order to change the extent of the existing 30mph speed limit a the A26 Tonbridge Road, Hadlow. The Parish Office would be responding expressing the Councils support. It was noted that other stakeholders were also being contacted by DHA.</p> <p>DHA were also currently preparing a detailed design for the provision of a new signalised traffic crossing on the A26 Tonbridge Road adjacent to the existing access to Hadlow College as identified in the planning process for the New Hadlow Rural Community School.</p> <p>Elections – The Chairman encouraged members of the community to consider standing for Parish Council at the May elections. He also declared his decision not to stand for a further term, he had been a member of the Council for ten years but with work commitments increasing felt he would be unable to dedicate enough time to the Council.</p> <p>Cllr Terry also took this opportunity to inform Council that after twenty years of service he would also not be standing for another term.</p> <p>The meeting thanked both of them for their services to the community.</p>	Clerk
3299	<p>TMBC Councillors Reports</p> <p><u>BT Broadband Cabinet:</u> The new BT cabinet to facilitate broadband which had been installed close to Walnut Tree Cottage was to be relocated.</p> <p>Drain Covers – additional noisy drain covers had been report to Highways for investigation.</p>	

	<p>BT Pole at St Mary's Church: Cllr Jill Anderson summarised her liaisons with various departments at British Telecom which resulted in an agreement that BT would send a surveyor to visit ahead of any decision. It was also noted that Cllr Mrs Massy had received confirmation from Kent Highways that the BT application had been withdrawn.</p>	
3300	<p>KCC Councillors Report</p> <p>Cllr Balfour notified the meeting of his new position as Cabinet Member for Transport and Environment.</p> <p>Kent Libraries – after discussion over the viability and sustainability of libraries being managed on a charitable basis, Cllr Balfour confirmed his support for the proposal.</p> <p>Speed Sign – <i>[A response from Council as to their contribution was requested. As Cllr Balfour was due to attend another meeting a motion was taking to move this item up the agenda for expediency.]</i></p> <p>Recommendation to council to contribute 20% up to a maximum of £1200 for new sig in response to KCC Cllr Belfour's email estimating the cost of the sign at £6000.00 on A26 Tonbridge end of the village.</p> <p>RESOLVED: to approve a 20% contribution of the estimated £6000 for the new sign up to a maximum of £1200.00 (speed sign on A26 Tonbridge end of the village). Proposed Cllr Richardson, seconded Cllr Morley and carried unanimously.</p> <p><i>[Cllr Balfour was then excused from the meeting to attend another parish meeting]</i></p>	
3301	<p>PCSO Report – unable to attend and no report received.</p>	
3302	<p>Public Time</p> <p><u>Hope Avenue Repairs</u> – Road surface repairs had now been completed.</p> <p><u>Millennium Mosaic</u> – The clerk asked to have this cleaned.</p>	
3303	<p>Parish Clerk Report</p> <p><u>Christmas Lights</u> – The lights were once again a success and the decision to change the old motifs to LED lights has been cost effective with the electricity bill for the season dropping from £228 in 2013 to just £19.39 for 2014. Community donations reached £451.93 with some being donations received for 2013 but too late to submit.</p> <p><u>Old School Hall</u> - This continued to be booked on a regular basis by groups and private parties but sadly the Sunday night booking had been cancelled due to the group temporarily closing down so there was now a vacancy. A new regular booking on a Friday night from 8.30pm for belly dancing had been booked – so if anyone was interested please pop into the parish office for further information</p> <p>Portable Electrical Appliance testing had been booked for March and a Fire Risk Assessment of the HOS buildings arranged for May.</p> <p><u>Williams Field</u> – Installation of new fencing between the horses and council land started today and it was estimated to take around 4-5 days to complete. The Youth Shelters were scheduled for painting also during March.</p> <p><u>Access Trail</u> – The Clerk and Cllr Bright met with the Public Rights of Way officer to look at the area and discussed possible improvements. The clerk would now investigate costs and hire of equipment to proceed with some of the works including scraping off vegetation which was growing over the sides of the path in some areas. An area within the wooded part was rather muddy and PROW looking into whether they could provide stone to reinforce the ground.</p>	

3304	<p>Parish Matters</p> <p><u>Annual Parish Meeting</u> – a response from the primary school as to whether the Choir would attend was awaited.</p> <p><u>Fly tipping on Blackmans Lane</u> – Cllr Bright would inform the appropriate department at TMBC.</p> <p>Litter in field – A fence was to be installed on the land next to the traffic calming barriers as you entered the village from Maidstone end as requested by Highways to prevent litter being thrown into the field. The meeting was reminded that any fly tipping or litter in a field is the land owner’s responsibility.</p>	Clerk												
3305	<p>Correspondence</p> <p>None.</p>													
3306	<p>Planning Applications</p> <ul style="list-style-type: none"> • TM/15/00557/ELEX – Installation of 1 new support pole and 2 new support stays. Little Goblands Farm, Cemetery Lane, Hadlow, TN11 0LT. <p>HPC noted.</p> <ul style="list-style-type: none"> • TM/14/02816/FL – Change of use of land to a private gypsy and traveler caravan site consisting of 2no. pitches. Alans Hectare, Cemetery Lane, Hadlow, TN11 0LT. <p>HPC noted but original objection stands.</p>													
3307	<p>Play Equipment Quotations for Williams Field</p> <p>Three companies had submitted drawings and quotes for the Williams Field Project. Purchasing play equipment for Golden Green would be considered under phase 2.</p> <p>Further expenditure on play equipment - phase 2 - would be subject to securing third party funding</p> <p>RESOLVED to accept Playdale for the phase 1 project at a cost of £50800.00. Proposed Cllr Richardson, seconded Cllr Bright and carried unanimously.</p>	Clerk												
3308	<p>To receive reports from representatives of the following committees and pass such resolutions thereon as may be necessary</p> <ul style="list-style-type: none"> • <u>Finance & General Purposes Committee</u> <ol style="list-style-type: none"> 1. Recommendation from Finance Chair to approve Accounts (Receipts, Payments, Bank Reconciliation, Actual against Budget for February 2015). <p>RESOLVED to approve February Payments & Receipts, Bank Reconciliation, and Actual against Budget in their entirety. Proposed Cllr Richardson, seconded Cllr Mrs Bright and carried unanimously.</p> <ol style="list-style-type: none"> 2. Cheque Payments for Authorization <p style="text-align: center;">(amendment to incorporate vat on total payments)</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;"></th> <th style="width: 70%;"></th> <th style="width: 20%; text-align: right;">£</th> </tr> </thead> <tbody> <tr> <td>6553</td> <td>CILCA registration for Clerk</td> <td style="text-align: right;">250.00</td> </tr> <tr> <td>6554</td> <td>Donation - St Mary's PCC - rewiring lights</td> <td style="text-align: right;">100.00</td> </tr> <tr> <td>6555</td> <td>Hadlow News letter donation - St Mary's PCC</td> <td style="text-align: right;">100.00</td> </tr> </tbody> </table>			£	6553	CILCA registration for Clerk	250.00	6554	Donation - St Mary's PCC - rewiring lights	100.00	6555	Hadlow News letter donation - St Mary's PCC	100.00	
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6556	Landscape services - cemetery hedge planting	2,861.52
6557	Oakover Nurseries Ltd - cemetery hedging plants	497.70
6558	Swift Alarms - Medical Centre annual mtnce	480.85
6559	KCC - Cleaning materials preschool	95.29
6560	Golden Green Mission Hall Charity	20.00
6561	Cancelled cheque	0.00
6562	Gala Lights - replace faulty timer for xmas lights	225.00
6563	OCS Group UK Ltd - sanitary disposal 2015	56.16
6564	Zest Commercial Cleaning - February 2015	259.20
6565	Mediatek - printing for Emergency plan	17.64
6566	PAYE - period 11	869.65
6567	Down to Earth - various sites (tree inspection report)	2,851.20
6568	Gala - replace timer/xmas lights as above(VAT)	45.00
6569	St Mary's PCC - rewiring lights	200.00
6570	Action with Communities in Rural Kent membership	35.00
6571	Kent men of trees - subscription	10.00
6572	Playdale Playgrounds Ltd-50% dpst for phase 1	30,480.00

RESOLVED to approve cheque payments as listed above: Proposed Cllr Richardson, seconded Cllr Terry and carried unanimously.

3. Speed Sign – *Motion taken to move this item to be discussed under KCC Councillor Report (Proposed Cllr Hammond, Seconded Cllr Mrs Massy.)*

4. Appointment of Internal Auditor 2014/15 – A recommendation to appoint Auditing Solutions Ltd for the financial year 2014-15.

RESOLVED to appoint Auditing Solutions Ltd for internal audit for the financial year 2014-15. Proposed Cllr Richardson, seconded Cllr Mrs Bright and carried unanimously.

5. Donation Requests:

a) St Mary's Churchyard contribution to rewiring external lights £300.00.

RESOLVED to contribute £300.00 to the rewiring of external lights at St Mary's Churchyard. Proposed Cllr Richardson, seconded Cllr Mrs Bright and carried unanimously.

b) The Hamlet – the £100 contribution towards printing costs for the newsletter had not been required. Members agreed that the monies would now be part of the £300 donation provided for rewiring lights in St Mary's churchyard.

6. Subscriptions – Action with Communities in Rural Kent £35. This was approved as part of the budget process.

RESOLVED to accept donations to: Hadlow Newsletter £100 and The Hamlet £100. Proposed Cllr Richardson, seconded Cllr Collins and carried unanimously.

[Cllr Mrs Massy was invited to return to the meeting, and continued to chair the remainder of the meeting]

Planning & Environment Committee –

1. To recommend acceptance of quotation to prepare the column infrastructure, purchase four refurbished motifs and install Christmas motifs at Golden Green in the net sum of £2766.00.

RESOLVED to accept quotation from Gala Lights in the sum of £2766 excluding VAT to prepare column infrastructure, purchase four refurbished motifs and install Christmas motifs at

Clerk

Clerk

	<p>Golden Green. Proposed Cllr Carey, seconded Cllr Bright and carried unanimously.</p> <p>2. Trees In The Village Competition – Cllr Carey reminded members that we had taken part and won £10 in 2013 but not applied in 2014. It was agreed to pay £10 and participate again in 2015.</p> <p>3. TMBC Love Where You Live – Golden Green had confirmed their participation and TMBC Cllr Howard Rogers would co-ordinate their efforts. Council agreed Hadlow should participate and litter picking of School Lane, Williams Field and washing of signs in those areas was agreed. The Clerk would publicise the event for community participation.</p> <p>As for litter along the A26 towards the College, the Clerk would see if the Payback Team could assist in this area.</p> <p><u>Staffing Committee</u> – No meeting.</p> <p><u>Community Safety Committee</u> – No meeting.</p> <p><u>Hadlow Village Hall</u> – No meeting or AGM to date.</p> <p><u>Hadlow Youth Club</u> – No meeting.</p> <p><u>Golden Green Village Hall</u> – No meeting, AGM on 6 May 2015.</p> <p><u>KALC</u> – No meeting</p> <p><u>TMBC Parish Partnership Panel</u> – Cllr’s Bright and Terry had attended the last meeting at which a Centenary Field presentation had been part of the agenda: Mr T Houseden (Development Manager) of the Fields in Trust gave an introduction to the Centenary Fields programme, which was a countrywide joint initiative with the Royal British Legion, aimed to safeguard, improve and protect open spaces for future generations and to commemorate World War 1. Other items discussed included plain packaging of cigarettes and libraries. The Minutes and papers would be available at the Parish Office in due course and circulated to councillors.</p> <p><u>Hadlow Village Transport Representative (Joint Transportation Board)</u> – No meeting.</p> <p><u>TMBC Crime Prevention Panel</u> – Cllr Bright had attended and reported that crime rates were overall down and the Hadlow area was still low in crime in comparison to other places. Minutes of the meeting would be distributed upon receipt in the parish office.</p> <p>Any other meetings or visits that may require a report: Cllr Richardson reminded members he would be attending the Lord Lieutenants event on Tuesday.</p>	Clerk
3309	<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 Collins and carried unanimously.</p> <ul style="list-style-type: none"> • Parish Buildings and Land – the Clerk’s draft response with regards to removal of Restrictive Covenant was fully approved. • Cemetery – The Council agreed that the existing policy of not reserving burials plots would continue. 	Clerk
	<p>There being no further business the meeting closed at 20.50</p> <p>Date of next meeting: Monday 13 April 2015 at 7.30pm in Golden Green Hall</p> <p>Signed Date.....</p>	