

HADLOW PARISH COUNCIL

Minutes of the meeting of Hadlow Parish Council duly convened and held on Monday 13 April 2015 at 7.30pm at Golden Green Village Hall

Present: Cllrs Mrs Massy (Vice Chairman), E Bright, Mrs Bright, D Carey, P Jones, Mrs Massy, S Richardson, F Shaw, Mrs Shaw.

Absent: Cllr Hammond (personal), Collins (holiday), Morley (holiday), Terry (holiday), Vernon (unknown).

Also in Attendance: Melanie Stepkowski – Parish Clerk, KCC Cllr M Balfour, TMBC Cllrs Jill Anderson, and 2 members of the public

3310	<p><i>In the absence of the Chairman the Vice Chairman, Mrs Massy, convened the session. It was noted that Mrs Hughes would be reporting on the meeting as a reporter for the Kent Messenger, there were no objections.</i></p> <p>Apologies for Absence Approved by Council: D Hammond, N Collins, R Morley, K Terry, Apologies noted by Clerk: TMBC Cllrs Howard Rogers and Janet Sergison.</p>	
3311	<p>Minutes of the Parish Council Meeting of 9 March 2015</p> <p>Minutes signed as a correct record. Proposed Cllr Mrs Massy, seconded Cllr Bright and carried unanimously.</p>	
3312	<p>Matters Arising from the Minutes of 9 March 2015</p> <p>None.</p>	
3313	<p>Declaration of Interest</p> <p>None.</p>	
3314	<p>Chairman's Announcements</p> <p>Hadlow Primary School children had held a competition to find the logo for the Community Country Fayre. The pictures were viewed by Mr Mernagh, the Head Teacher and Parish Clerk. The Chair was pleased to announce that the winner was Oliver Leicester, aged 5.</p> <p>Parish Council Elections – The Chair apologised for being remiss and not putting her election papers in before the deadline.</p>	
3315	<p>TMBC Councillors Reports</p> <p>The Forstal – Fence Query: The Borough Council would investigate ownership of the piece of land and broken fencing which had been queried for some time.</p> <p>Bonfires – residents had expressed concerns about bonfires being lit during the day and early evening in the area of Tait Road. Residents were asked to consider their neighbours when having a bonfire and consider weather conditions.</p> <p>Annual Litter Pick – Cllr Jill Anderson thanked those that had participated and expressed her concern at the amount of litter and items found. She agreed that the litter pick should be advertised well in advance next year in the hope that more residents would participate. Litter in a local field would be mentioned to the land owners.</p>	
3316	<p>KCC Councillors Report</p> <p>Litter - Cllr Balfour reiterated Cllr Andersons concerns over litter and informed the meeting of a joint initiative being exercised through Kent Resource Partnership to tackle such matters. He</p>	

	<p>had also written to Highways England about litter clearance on motorways. Other resources were being applied to improve sites such as truck stops.</p> <p>Pot Holes – The financial budget had been extended to assist with repairs.</p> <p>Cllr Balfour & Cllr Mrs Anderson thanked members for their valid contribution to the parish over the last four years and the Chair returned the compliment to both Cllr Balfour and Cllr Anderson.</p> <p>Appreciation was also expressed for Cllr Balfour’s support of the play equipment project and country fayre both to which he had supported through his Combined Member Grant Scheme. (£5000 towards play equipment, £1000 for country fayre).</p> <p><i>(Cllr Balfour was excused to attend another meeting)</i></p>	
3317	<p>PCSO Report – 1 theft, 2 theft from vehicle, 4 criminal, 2 burglary other than dwelling, 2 reports of anti-social behaviour. This was a slight rise from previous months.</p> <p>With regards to the Police Property Fund, PCSO Matthews had put forward a funding application to help light the skate park and towards play equipment. The Chair thanked her and PCSO Hockey for their continued support.</p> <p><i>(PCSO excused to attend another meeting)</i></p>	
3318	<p>Public Time</p> <p>No one wished to speak.</p>	
3319	<p>Parish Clerk Report</p> <p>The Clerk apologized as the date for the next meeting on the agenda was incorrect. She confirmed the next meeting would be held at the Old School Hall on Monday 11 May.</p> <p>Flood Warning Training – this would be open to existing flood wardens and anyone interested in being a warden. It would be held on Saturday 18 July between 9.30-2pm at Lenham Community Centre. Further information was available at the parish office.</p> <p>Kent Tree and Pond Partnership course “Pond Surveys – Amphibians and Invertebrates” this would be held on Sunday 19 April and additional information was advertised in the atrium of Old School Hall.</p>	
3320	<p>Parish Matters</p> <p><u>Fairlawn Footpaths</u> – concerns over the installation of new styles not suitable for disabled access had already been addressed by Public Rights of Way and no offence established.</p> <p><u>Annual Parish Meeting</u> – members were reminded that there had been a change of venue for the event, it would now be held at Old School Hall.</p> <p><u>Fly tipping on Blackmans Lane</u> – Another batch of fly tipping had been noted and Cllr Bright would inform the appropriate department at TMBC.</p>	
3321	<p>Correspondence</p> <p>None.</p>	
3322	<p>Planning Applications</p> <ul style="list-style-type: none"> • TM/15/0067/FL - Demolition of 19 garages and the erection of three, two bedroom houses. Land adj:66-71 and 73-79 Twyford Road, Hadlow. <p>HPC Object on grounds of concern over the loss of garages for that area and the loss of privacy for neighbouring properties in Marshall Gardens.</p>	

- **TM/15/00850/FL** - Extension and conversion of existing agricultural barn to provide a three bedroom dwelling together with the demolition of three remaining agricultural buildings and the erection of detached garage. Land adjacent to Hookwood Orchard, Puttenden Road, Shipbourne.
HPC Agreed
- **TM/15/00845/FL** - Detached two storey dwelling and independent double garage following removal of existing two storey residential dwelling and outbuildings. South Lodge, Shipbourne Road, Hadlow.
HPC Agreed
(TMBC Cllr Jill Anderson was excused from the meeting)
- **TM/15/00812/FL** - Single storey rear extension. 16 North Frith Park, Hadlow, TN11 9QW.
HPC Agreed
- **TM/15/00822/LB** - Removal of internal wall on ground floor. Barnes Street House, Three Elm Lane, Golden Green, TN11 0LB
HPC Agreed
- **TM/15/00701/FL** - Part first floor alterations. Star Farm, Three Elm Lane, Golden Green, TN11 0BE
HPC Agreed

Appreciation of diligence to planning matters was expressed to committee members and Chair.

3323 To receive reports from representatives of the following committees and pass such resolutions thereon as may be necessary

- Finance & General Purposes Committee

1. Resolution to approve Accounts (Receipts, Payments, Bank Reconciliation, Actual against Budget for March 2015).

RESOLVED to approve March Payments & Receipts, Bank Reconciliation, and Actual against Budget in their entirety. Proposed Cllr Richardson, seconded Cllr Mrs Bright and carried unanimously.

2. Recommendation to approve Year End Accounts 2014-15

RESOLVED to accept Year End Accounts for 2014-15 in their entirety. Proposed Cllr Richardson, seconded Cllr Mrs Bright and carried unanimously.

3. Cheque Payments for Authorization

	£
6573 Cancelled cheque written in error	0.00
6574 Warden wages week 52	
6575 Clerks wages week 52	
6576 Admin wages week 52	
TOTAL Wages	3077.92
6577 PAYE week 52	900.28
6578 Southern water - 5/9/14 to 2/3/15	338.69
6579 Gala Lights - Golden Green xmas lights 2015	3319.20
6580 Travis Perkins - cemetery extension hedging materials	36.30
6581 Eon - xmas lights	19.39
6582 King & Sons - skip hire at cemetery	252.00
6583 Gel Creative - website maintenance Dec 14, Jan & Feb 15	500.00
6584 S W Mowers - chainsaw repair & main.	58.30
6585 The Broker Network Ltd - truck insurance	541.03

6586	Keep Britain Tidy - dog fouling posters	270.00
6587	Tate Fencing Ltd - Williams Field fencing (Horses field)	9772.80
6588	Mediatek - 50 x Emergency Plan print & bind	441.00
6589	Petty Cash	133.80
6590	Warden Wages Wk4	
6591	Clerks Wages Wk4	
6592	Admin Wages Wk 4	
	TOTAL Wages	3263.81
6593	J B Refurbishment - youth shelter painting (funded)	2145.00
6594	King & Sons Kent Ltd - skip at cemetery	252.00
6595	Zest Commercial Cleaning Ltd - March hall cleaning	307.50
6596	ICCM - annual membership	90.00
6597	Down To Earth - 4 lime trees pollarded St Mary's Churchyard	518.40
6598	Pengelly & Rylands Solicitors - V Hall/HyArts Lease - Progression	600.00
6599	KCC Cleaning supplies and stationery	140.97
6600	KCC Annual PEAT testing of portable appliances	78.59

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

3. Resolution to approve updated Standing Orders, Finance Regulations, Press & Media Policy, Asset Register.

RESOLVED to approve the updated Standing Orders, Finance Regulations, Press & Media Policy and Asset Register. Proposed Cllr Richardson, seconded Cllr Mrs Massy.

4. Donation Requests:

RESOLVED to pay £100 to the Hadlow Scouts towards the costs of holding a local senior citizens luncheon. Proposed Cllr Richardson, seconded Cllr Bright and carried unanimously.

RESOLVED to pay £315.00 for the design/artwork and printing of 500 copies of 'Hadlow Walking' Leaflet and for this to be the last of the series to be funded by Council. Proposed Cllr Richardson, seconded Cllr Mrs Bright and carried unanimously.

RESOLVED to donate £65 towards costs related to bouncy castles at Hadlow Community Country Fayre as proposed road closure and costs had been negated. Proposed Cllr Richardson, seconded Cllr Jones and carried unanimously.

5. Subscriptions – Data Protection registration would be updated in April by direct debit. Noted.

The Finance Chair, Clerk and Admin Assistant were thanked for works completed over the year.

Planning & Environment Committee – Cllr Carey summarised the last meeting:

Cemetery Extension – shrubs were now planted and CAD drawings for pathways awaited. Work was going on to progress the area.

Trees – pollarding of a Lombardy Poplar on the allotments boundary with the A26 was due later in the week. There would be traffic management controls set up for safety reasons which would perhaps cause a little traffic congestion.

Ash Dieback – Cllr Carey confirmed that this was apparent within the Parish and suggested that the tree budget remain consistent as works would be required over time. He clarified the government policy was at present not to remove trees upon recognition of disease but to monitor and only remove those that were considered a safety issue.

Staffing Committee – No meeting.

Clerk

	<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> – meeting to be held 18 June.</p> <p><u>Hadlow Village Transport Representative</u> (Joint Transportation Board) – No report.</p> <p><u>TMBC Crime Prevention Panel</u> – meeting to be held 6 July.</p> <p>Any other meetings or visits that may require a report: None.</p>	
3324	<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 Mrs Massy, seconded Cllr Carey and carried unanimously. Members of the public were thanked and excused from the meeting.</p> <ul style="list-style-type: none"> • Parish Buildings and Land. <p>a) CCTV - RESOLVED to accept quotation from R G Networks for replacing current analogue cameras with higher quality cameras to improve the recorded image quality at a cost of £120 per camera and total labour cost of £650. Proposed Cllr Richardson, seconded Cllr Bright and carried unanimously.</p> <p>b) Hadlow Medical Centre - RESOLVED to accept references for new partner and to sign the License to Assign. Proposed Cllr Mrs Massy, seconded Cllr Bright and carried unanimously.</p> <p>c) Hadlow Village Hall & HyArts Centre – Discussions were held about the proposed new lease. A response from the Charity Commission was still awaited.</p> <p>Other related matters brought to the attention of the Parish Council by the Youth Club leader regarding HyArts and Youth Club finances were addressed with no conclusion. The Clerk as Proper Officer advised members to seek legal advice before continuing discussions.</p>	
	<p>There being no further business the meeting closed at 20.50</p> <p>Date of next meeting: Monday 11 May 2015 at 7.30pm at Old School Hall: (Annual Parish Council Meeting)</p> <p>Signed</p>	

Date.....