

HADLOW PARISH COUNCIL

Minutes of the meeting of Hadlow Parish Council duly convened and held on Monday 14 September 2015 at 7.30pm at Old School Hall

Present: Cllrs D Carey (Chairman), E Bright, N Collins, P Jones, J Newman, R Morley.
Also in Attendance: Melanie Stepkowski – Parish Clerk, TMBC Cllrs H Rogers, J Anderson, PCSO Kim Hockey, A Hughes (Reporter), Member of Hadlow Park Association, 1 other member of the public.

3379	<p>Apologies for Absence</p> <p>Apologies for absence received and approved by Council: Cllr J Massy (Holiday), S Richardson (Business), TMBC Cllrs Janet Sergison (personal), & KCC Cllr M Balfour (Meeting).</p>	
3380	<p>Minutes of the Meeting of 13 July 2015 for approval</p> <p>These were confirmed and signed as a correct. Proposed Cllr Carey, seconded Cllr J Newman and carried unanimously.</p>	
3381	<p>Matters Arising from the Minutes of 13 July 2015 – updates only on matters not currently on the agenda</p> <p>Council letter to KCC Highways regarding the increase in lorry movement on the Hartlake Road and particularly over the weight restricted railway bridge had been sent and a response received from Mr Middleton the Freight Office for Highways. He would notify the police of the situation as they were the only ones able to enforce against vehicles breaking restrictions. Volunteers to operate the Lorry Watch was another suggestion.</p>	
3382	<p>Declarations of Members' Interests</p> <p>Cllr Jones declared an interest as a member of the Village Hall Management Committee. Cllr Bright declared an interest as regards Hadlow Tower.</p>	
3383	<p>Chairman's Announcements</p> <p>Hadlow Village Hall - He congratulated the Chairperson and village hall committee for the tremendous progress they had made on hall improvements and decoration. The Parish Office would take hall bookings on their behalf and the hire rate was very reasonable.</p> <p>St Mary's Church – The Chairman was pleased to announce that a Heritage Lottery Grant had been received by the church to investigate works to be completed.</p> <p>Music @ Malling – An international festival of music event was to be held between 20 – 27 September.</p> <p>Special Constables Recruitment – 22 October at the Angel Centre, Tonbridge.</p> <p>Extra Ordinary Meeting of Council – The Chairman confirmed the minutes of this meeting held on 21/07/15 would be considered for signature at the next parish council meeting.</p>	Clerk

3384	<p>TMBC Councillors Report</p> <p>Parish Partnership – Cllr Anderson expressed the committees wish for change to ensure parish council involvement and the opportunity now to nominate topics.</p> <p>Hadlow Tower – Cllr Anderson confirmed the Tower had been open for Heritage Weekend and hoped it would continue to be accessible to the public the following year.</p> <p>Alans Hectare – The owner had made an “under determination” appeal and the decision was awaited.</p> <p>TMBC Local Plan – Cllr Rogers confirmed that TMBC Planners had provided a good presentation on the Local Plan in which they explained that part of the development was ‘call for sites’ which was an opportunity for the public and business to propose sites for development. He highlighted that there was no implied planning permission for any sites put forward but it was important to identify sites as part of the plan. He went on to explain the next steps in the process and it was noted that 673 new dwellings a year were required but a proportion of these well may be adaption of existing buildings. Further information was available on their website.</p>	
3385	<p>KCC Councillors Report - no report.</p>	
3386	<p>Report from PCSO</p> <p>The July and August report was read: 4 x Burglary other than Dwelling, 2 x Theft, 5 x Criminal Damage, 3 x calls to Village Hall re nuisance behaviour, 1 x call in relation to a nuisance motorbike.</p>	
3387	<p>Public Time</p> <p>No matters arose.</p>	
3388	<p>Parish Matters</p> <p>The Black Poplar, Carpenters Lane – The Chair confirmed that KCC Highways had now provided some alternatives for the junction (rather than the original two options of either removing the tree or artificially moving the junction forward into the High Street & losing opposite parking bays) by remarking the junction) as follows:</p> <ol style="list-style-type: none"> a. Change junction to a STOP junction to ensure drivers stop and look properly (this may require permission from the Secretary of State for Transport). b. Vehicle activated signs advising drivers on the A26 of the presence of traffic at the junction. c. Install a traffic mirror opposite the junction to aid visibility. d. Continue to monitor the situation for another 12/18 months. <p>Council considered the four new alternatives and a,b,d were most popular with it also being noted that Hadlow College were to be installing a crossing which may have a slight impact on traffic speed in due course. Further information on statistics was still awaited by Mr Noad from KCC Highways.</p> <p>In the meantime the Chair noted that the Black Poplar should continue to be pollard by KCC every five years.</p> <p>Ashes Lane - The request for a contribution towards speed restrictions in Ashes Lane by Cllr Balfour at the last meeting was considered. A donation of £500 was agreed by</p>	Clerk

	<p>Council. Proposed Cllr Bright, seconded Cllr Jones and carried unanimously.</p> <p>Community Right to Bid: Hadlow Tower – An application to the scheme would be completed by Council as a recognised body and put forward to provide stability and a period of time for alternatives to be considered; it did not mean however that the Parish Council wished to purchase the asset. Proposed Cllr Carey, seconded Cllr Massy and carried unanimously. It was noted that 1300 people had visited the Tower over Heritage Days.</p> <p>Post Office Ltd was looking for a successful retailer to incorporate a Post Office Local into their existing or proposed business in the Hadlow area. The closing date was 8 October and further information was available on their website.</p>	<p>Clerk</p> <p>Clerk /NC</p>
3389	<p>Correspondence</p> <p>a) Rural Policing Matters Campaign – Noted.</p> <p>b) Planting Free Commemorative Tree – It was agreed to plant a tree in March and name it in June for the Queen’s 90th birthday.</p>	DC
3390	<p>Cemetery Extension</p> <p>Draft plans for the new area had been received and were available in the parish office for public viewing. Estimated costs for completion of the whole area were ninety thousand pounds; with work being phased over a period of time starting with the north west corner. Included in the full price would be drainage, roads & paths, memorial garden (ashes plots), grave plots, furniture and preliminary works. A 10% contingency plan for unforeseen costs was also recommended.</p>	
3391	<p>Planning Applications</p> <p>TM/15/02552/FL – Proposed roof alterations to create first floor accommodation and new front porch. Three Ways, Ashes Lane, Hadlow, TN11 9QU. HPC Agreed.</p> <p>TM/15/02433/FL - Single storey side extension and loft conversion, including new second floor windows in north-east and south-west flank elevations. Style Place, Court Lane, TN11 0JU. HPC Agreed.</p> <p>TM/15/02732/TPOC - Remove Leyland Cypress (close to building and evidence of storm damage). 4 Faulkners Farm Cottages, Ashes Lane, Hadlow, TN11 0AN. HPC Agreed.</p> <p>TM/15/02601/FL - Use of two domestic garages for a drinks production business. Dene Court, Dene Park, Shipbourne Road, Hadlow, TN11 9NS. Agreed provided any concerns over safety could be satisfied.</p> <p>TM/15/02722/FL - Ground floor and first floor extensions to main house pitch roof with rooms above attached annexe of garages. 8 Hadlow Park, Hadlow, TN11 0HX. HPC Disagreed inappropriate development given the low density of this area and impact on the neighbours.</p> <p>TM/15/02740/RD - Details of a scheme of landscaping and boundary treatment pursuant to condition 5 of planning permission 14/01713/FL (Proposed reconstruction of building following storm damage and retaining residential dwelling on site). Titheward View, Three Elm Lane, Golden Green, TN11 0BN. HPC Agreed.</p>	

3392	<p>To receive reports from representatives of the following committees and pass such Resolutions thereon as may be necessary:</p> <p>1. <u>Finance & General Purpose Committee</u> – last meeting cancelled as not quorate.</p> <p>a) Recommendation from finance to approve July & August Accounts (Receipts, Payments, Bank Reconciliation, Actual against Budget) RESOLVED to approve July & August accounts in their entirety. Proposed Cllr Bright, seconded Cllr Collins and carried unanimously.</p> <p>b) To Approve Authorisation of Cheque Payments</p>	
		£
	6605 KCC Playing Fields	20.00
	6606 Hadlow Village Hall Grant	1,000.00
	6607 Hy Art Furniture Ikea	522.00
	6608 Petty Cash	150.00
	6609 TMBC Elections	466.72
	6610 D Evans Windows	55.00
	6611 King & son Skip Hire	252.00
	6612 NKM Fire Hy Art Fire Alarm Test	48.00
	6613 Victim Support Donation	50.00
	6614 Zest Cleaning	150.00
	6615 Clerk wages	1,698.24
	6616 Warden wages	1,103.92
	6617 Admin ass Wages	392.50
	6618 Clerk Mileage Allowance	41.21
	6619 Drainage & Groundwork Williams Field	3,420.00
	6620 S W Mowers chainsaw	727.79
	6621 NKM Fire maintenance OSH & MC	565.84
	6622 Mediatek	12.36
	6623 KCC(KCS) Cleaning Equip.	478.15
	6624 Hadlow Village Hall - Hyarts Gas Bill	58.97
	6625 Warden Wages Wk24	1,103.92
	6626 Clerk Wages Wk24	1,698.24
	6627 Admin Wages Wk24	216.13
	6628 KCC Commercial Services Goal Posts	2,998.87
	6629 KCC Fire Extinguisher Mnt	266.36
	6630 BdR W/Field Play Area	2,793.00
	6631 Metcalfe Briggs V Hall Survey	1,014.00
	6632 TMBC -Street Light Mntn Annual	72.00
	6633 Claygate Hy-Arts Boiler Inspection & Certif	172.80
	6634 Zest HOS Cleaning July	300.00
	6635 Commercial Services Weed Kill Cemet Ext	240.00
	6636 NKM - HOS/MC 01/07-30/06/16 Fire Alarm Mntn	566.84
	6637 Samba Sports - Part for Jnr Goal Post	52.80
	6638 Post office PAYE - weeks 20 & 24	1,789.70
	6639 Window cleaning for August - Daryl Evans	55.00

6640 6641	KCS - cleaning supp (Had village hall £89.32 inv 499) TMBC - contribution to 2015 summer playscheme	224.17 692.85	
<p>RESOLVED to approve Cheque Payments. Proposed Cllr Bright, seconded Cllr Collins and carried unanimously.</p>			
<p>c) Council Insurance – Recommend approval of 3 year agreement from 01 October 2016 to 30 September 2018 through Came & Company Brokers. RESOLVED to approve the Came & Company Insurance quotation for three year agreement from 01/10/2015-30/09/2018. Proposed Cllr Carey, seconded Cllr Collins and carried unanimously.</p>			Clerk
<p>d) Fixed Term Deposit – Recommendation to re-invest £85,000.00 for a six month period. RESOLVED to re-invest £85,000.00 for a six month period with Lloyds Bank. Proposed Cllr Newman, seconded Cllr Bright and carried unanimously.</p>			Clerk
<p>e) Fire Alarm – upgrading and new systems for HOS, Hy-Arts And Village Hall. RESOLVED to accept quotation from NKM with regards to Old School Hall to install heat detector in boiler room, bulkhead fitted over fuse board/boiler room, installation of new fitting in parish office for emergency lighting. Proposed Cllr Bright, seconded Cllr Newman and carried unanimously.</p>			Clerk
<p>RESOLVED to accept quotation 964 from NKM with regards to Hy-Arts Centre to to install new fire alarm, fit 2 x beacons in toilets in the sum of £720.00. Proposed Cllr Morley, seconded Cllr Jones and carried unanimously.</p>			
<p>RESOLVED to pay for the installation of fire alarm at the Village Hall by NKM, quote 965 at a cost of £3950 net on the proviso the Village Hall Management Committee agree to the installation and loan payback terms of £1000 per year. Proposed Cllr Newman, seconded Cllr Bright and carried unanimously. [Cllr Jones did not take part in the discussion or decision making on this matter and he declared an interest as part of the Village Hall Management Committee].</p>			Clerk
<p>f) Deed of Release of Restrictive Covenant between KCC & Hadlow Parish Council – Recommendation to Council to approve and sign. RESOLVED to approve and sign the Deed of Release of Restrictive Covenant between KCC and Hadlow Parish Council related to the parking at Old School Hall. Proposed Cllr Carey, seconded Cllr Bright and carried unanimously.</p>			Clerk
<p><u>Planning & Environment Committee:</u></p>			
<p>a) Williams Field – Play area – the final ROSPA report from Playdale was still awaited and therefore the area remained their responsibility. Football pitch had been verti drained and goal posts in situ.</p>			Clerk
<p>b) Access Trail – Stone to be placed in areas previously highlighted in due course.</p>			
<p>c) TMBC Call for Sites – this was discussed by TMBC Councillors under their 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> Meeting to be held 20 September.</p>			

	<p><u>Hadlow Hy-Arts Centre & Youth Club</u>: No meeting held but the Chairman was in contact with Hadlow Youth Club. Lighthouse Youth Group would start on Thursday 24 September.</p> <p><u>Golden Green Village Hall</u>: Nothing to report.</p> <p><u>KALC</u>: Nothing to report.</p> <p><u>TMBC Parish Partnership Panel</u>: Cllr Bright confirmed there was still Members grant money available.</p> <p><u>TMBC Joint Transportation Board</u>: Due to meet on 28 September.</p> <p><u>TMBC Crime Prevention Panel</u>: Next meeting in November.</p>	
3393	<p>Motion to Exclude the Press and Public (to enable Council to consider any items in which significant aspects would be of a confidential and financial nature)</p> <p>Proposed Cllr Carey, seconded Cllr Bright and carried unanimously.</p> <p>The Chair thanked members of the public for their attendance and excused them from the remainder of the meeting.</p>	
3394	<p>Parish Land And Buildings</p> <ul style="list-style-type: none"> • Village Hall Lease – New lease to be drawn up to take into account the change in Village Hall Management Committee/Trustees and to amend details where necessary to ensure the lease remained compliant with current regulations. Proposed Cllr Carey, seconded Cllr Collins and carried. <p>[Cllr Jones did not take part in the discussion or decision]</p> <ul style="list-style-type: none"> • Hy-Arts Centre – Council reviewed the draft minutes of the meeting held between KCC, TMBC and the Parish Council and approved the Chairman’s amendments; KCC Minute taker to be notified. • Building Surveys & Works Quotations – Council agreed to provide the Village Hall Committee with copy of survey completed by Metcalfe & Briggs on Councils behalf with regards to the Village Hall. <p>[Cllr Jones did not take part in the discussion or decision]</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
	<p>There being no further business the meeting closed at 9.25pm Date of next meeting: Monday 12 October 2015 at 7.30pm at Golden Green Village Hall</p> <p>Signed Date.....</p>	