

## HADLOW PARISH COUNCIL

### Minutes of the meeting of Hadlow Parish Council duly convened and held on Monday 12 October 2015 at 7.30pm at Old School Hall

**Present:** Cllrs D Carey (Chairman), E Bright, N Collins, P Jones, J Newman

**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.

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| <b>3405</b> | <p><b>Apologies for Absence</b></p> <p>Apologies for absence received and approved by Council: Cllr J Massy (other commitment), R Morley (holiday), L Bright (illness),</p> <p>Other Apologies Noted: TMBC Cllrs Janet Sergison, PCSO Hockey</p>  |  |
| <b>3406</b> | <p><b>Minutes of the Meeting of 14 September 2015 for approval</b></p> <p>These were confirmed and signed as correct. Proposed Cllr Carey, seconded Cllr Bright and carried unanimously.</p> <p><b>Minutes of the Extra Ordinary Meeting 13 July 2015</b></p> <p>Confirmed and signed as a correct record. Proposed Cllr Carey, seconded Cllr Newman and carried unanimously.</p> <p><b>Minutes of the Extra Ordinary Meeting 30 September 2015</b></p> <p>These required numbering corrections and would be deferred until the next meeting</p>  |  |
| <b>3407</b> | <p><b>Matters Arising from the Minutes</b></p> <p>Minute 3388 Community Right To Bid – Hadlow Tower – Clerk still to progress.</p>  |  |
| <b>3408</b> | <p><b>Declarations of Members’ Interests</b></p> <p>Cllr Jones declared an interest as a member of the Village Hall Management Committee and allotment holder.</p>  |  |
| <b>3409</b> | <p><b>Chairman’s Announcements</b></p> <p>None.</p>   |  |
| <b>3410</b> | <p><b>TMBC Councillors Report</b></p> <p>Parking opposite Littlefields – TMBC Cllr Anderson and PCSO Matthew had looked at the complaint about continuous parking on the pavement preventing pedestrian’s access. At present there were no double yellow lines therefore no action could be taken. The matter would however be addressed as part of the TMBC Hadlow Parking Plan which TMBC Cllr Rogers confirmed would be reviewed in Spring 2016. PCSO Matthew suggested that if yellow lines were not feasible then perhaps the bollards in the square could be extended along the road. Council agreed that discussion on the proposed Parking Plan should be initiated in due course.</p> <p>Proposed abolition of Planning Area Committees - Consideration was given to the recommendations of the Overview and Scrutiny Committee at its meeting of 15</p> |  |

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|      | <p>September 2015 on the outcome of a review of those elements of the Peer Challenge relating to the number and style of Council meetings and the Area Planning Committees.</p> <p>A decision on whether to change the current Area Planning Committee structure was deferred pending consideration of broader matters including the Medium Term Financial Strategy and the forthcoming Corporate Plan. In the meantime the Director of Planning, Housing and Environmental Health and Director of Central Services was asked to implement some practical improvements to the current system, identified during the work of the review panel, in consultation with the Cabinet Member for Planning and Transportation and the Chairmen of the Area Planning Committees.</p> <p>TMBC Local Plan – Call For Sites. This stage had now closed with a proposed 233 sites across put forward for the borough evaluation and those that passed this stage would then be considered for further additional consultation.</p>  |  |
| 3411 | <p><b>KCC Councillors Report</b> – Cllr Balfour agreed that parked cars often assisted in speed control and welcomed discussion on the parking plan.</p> <p>He confirmed that the KCC Amendment No.13 Order 2015 related to Road Traffic Regulation Act 1984 included applications for speed restrictions within the Parish in addition to proposed Puffin Crossing on the A26 Tonbridge Road.</p> <p>Proposed Flashing Speed Sign A26 – Cllr Balfour thanked the Parish Council for their financial contribution and would now chase up other donors, however no installation could take place until confirmation of Road Traffic amendments proposals had been received.</p> <p>KCC Beech Tree – he was saddened to hear the tree had not survived and would ensure it was replaced in due course.</p> <p>Cllr Rogers took the opportunity to thank KCC for the replacement of the Golden Green Sign.</p> <p>Budgets – KCC continued with its aim to reduce costs over the next few years and stressed that with the necessary cuts the public would need to make decisions on what services they felt were imperative and that could be maintained by the Parishes.</p> |  |
| 3412 | <p><b>Report from PCSO</b></p> <p>The September report was read: 3 x Burglary other than Dwelling, 1 x Attempt Burglary, 1 x Robbery, 1 x Anti-Social Behaviour</p>  |  |
| 3413 | <p><b>Public Time</b></p> <p>No matters arose.</p> <p><i>[KCC Cllr Balfour was excused from the meeting to attend other duties]</i></p>  |  |
| 3414 | <p><b>Parish Matters</b></p> <ol style="list-style-type: none"> <li>a. Fly a flag for the Commonwealth – 14/3/2016. TMBC Cllr Rogers would continue to fly the flag at his property in Golden Green on behalf of the Parish.</li> <li>b. KCC Amendments to Road Traffic Regulation Act 1984 (Amendment No.13 Order 2015 – Proposed speed amendments within Hadlow Parish. The matter was discussed under KCC agenda item. It was however noted that the KCC online consultation service did not seem to have made the information accessible to date. The Clerk had chased the matter but Cllr Balfour would assist if necessary.</li> </ol>   |  |

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| 3415 | <p><b>Correspondence</b></p> <p>a) St Mary’s Church Christmas Tree Festival 4-6 December – The Parish Council would co-ordinate the turning on of the Christmas tree and display in the Square with the event.</p> <p>b) Walled area between Littlefields and The Close – updated from KCC on ownership. The Highway Steward continued to liaise with relevant departments to ensure the Definitive Map was correct and would keep the parish office updated on progress.</p> <p>c) Nettles in School Lane – request for grounds maintenance. This was now on the schedule of works and that the path remained accessible. It was highlighted that Public Rights of Way pay the Parish Council to do one cut a year and at present four to five cuts were being completed.</p>   | DC |
| 3416 | <p><b>Cemetery Extension</b></p> <p>Resolution requested to complete cemetery extension in two phases.<br/> <b>RESOLVED</b> to complete cemetery extension works in two phases. Proposed Cllr Richardson, seconded Cllr Collins and carried unanimously.</p> <p>Resolution requested to approve BDR to invite tenders for Phase 1 contractual works.<br/> <b>RESOLVED</b> that BDR could invite tenders for Phase 1 contractual works. Proposed Cllr Richardson, seconded Cllr Jones and carried unanimously.</p> <p>Mr De Mattos from BdR Civil &amp; Structural Engineering provided the Council and public with a short presentation providing details of plans, estimated costs and timeline and answered any questions.</p> <p>It was agreed to start substantial construction was necessary by March and that the length of road within the existing cemetery would be started in this time to allow access for plough at a later date. He also said that a slight adjustment would be made between the back to back grave stones which would slightly decrease the expected number of grave spaces. He had researched and received a quotation for the ploughing and seeding of the new area at a cost of £875 with an additional £200 being suggested as ‘set aside’ for thistle spraying in the meantime.</p> <p><i>[Mr De Mattos and another member of the public were excused from the meeting]</i></p> |    |
| 3417 | <p><b>Planning Applications</b></p> <p>TM/15/02936/FL – Loft conversion with 2 pitched roof dormers to east side elevation, 2 velux windows to west side elevation and hipped gable roof extension with inset balcony to south rear elevation. Bisley House, Dene Park, Shipbourne Road, Hadlow, TN11 9NS</p> <p><b>HPC Agreed.</b></p>  |    |
| 3418 | <p><b>To receive reports from representatives of the following committees and pass such Resolutions thereon as may be necessary:</b></p> <p><u>1. Finance &amp; General Purpose Committee</u></p> <p>a) Recommendation from finance to approve September Accounts (Receipts, Payments, Bank Reconciliation, Actual against Budget, Second Quarter Finance Report)<br/> <b>RESOLVED</b> to approve September accounts in their entirety. Proposed Cllr Richardson, seconded Cllr Bright and carried unanimously.</p>  |    |

**b) To Approve Authorisation of Cheque Payments**

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| 6658 | Village Hall Donation                                  | 1,000.00 |
| 6659 | KCC preschool cleaning supplies                        | 127.01   |
| 6660 | Maitec drainage and guttering - HOS<br>New cheque book | 550.00   |
| 6721 | KCC Fire Extinguisher maintenance - Hy-Arts            | 30.00    |
| 6722 | Travis Perkins - general maintenance supplies          | 19.01    |
| 6723 | The Stone Shop - Memorial Inspection                   | 240.00   |
| 6724 | Glasdon - Litter bin fixing kit                        | 23.86    |
| 6725 | Glasdon - Litter bin for Williams Field Playground     | 219.08   |
| 6726 | KCC - Legal fee HOS Carpark release covenant           | 1,697.00 |
| 6640 | KCS - cleaning supp (Had village hall £89.32 inv 499)  | 224.17   |
| 6641 | TMBC - contribution to 2015 summer playscheme          | 692.85   |

**RESOLVED** to approve Cheque Payments. Proposed Cllr Richardson, seconded Cllr Bright and carried unanimously.

Planning & Environment Committee: - Minutes available and no questions were put forward.

Staffing Committee – No meeting.

Community Safety Committee - Nothing to report.

Hadlow Village Hall: Cllr Richardson expressed a vote of thanks to the Village Hall Committee for bringing the hall up to a good standard. They were now finding their feet and the hall up and running.

Hadlow Hy-Arts Centre & Youth Club: No meeting held but Lighthouse Youth Group was now open on a Thursday night. Members looked forward to Hadlow Youth Club reopening at their earliest convenience.

The broken seat outside the Hy-Arts Centre would be removed as it was repeatedly vandalised.

Golden Green Village Hall: Nothing to report.

KALC: Nothing to report.

TMBC Parish Partnership Panel: The consultation on the future of the Panel had been completed with a suggestion that the committee met three times a year.

TMBC Joint Transportation Board: Met on 28 September and the decision was taken to support and endorse the TMBC Parking Plan.

TMBC Crime Prevention Panel: Next meeting in November.

Any other meetings or visits that may require a report

1. Accounts Package & Finance Meeting – Swindon. This had been attended by both the Clerk and Admin Assistant. It had been an informative day with an opportunity to look at updated account packages.

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| 3419 | <p><b>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)</b></p> <p>Proposed Cllr Carey, seconded Cllr Jones 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> |  |
| 3420 | <p>Parish Land And Buildings</p> <p>1. Play Area Phase 1 – Final invoice discussion and approval required.</p> <p><b>RESOLVED:</b> Due to a myriad of installation issues and significant additional costs incurred the Parish Council felt that an additional £500 reduction of final invoice should be put to play company who installed equipment at Williams Field.</p>  |  |
|      | <p>There being no further business the meeting closed at 9.47pm<br/> Date of next meeting: Monday November 9 2015 at 7.30pm at Old School Hall</p> <p>Signed ..... Date.....</p>   |  |