

## HADLOW PARISH COUNCIL

### Minutes of the meeting of Hadlow Parish Council duly convened and held on Monday 11 January 2016 at 7.30pm at Golden Green Village Hall

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

**Also in Attendance:** Melanie Stepkowski – Parish Clerk, TMBC Cllrs M Balfour, & J Sergison, A Hughes (KM Reporter), (Member of Hadlow Park Association).

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<b>3449</b>	<p><b>Apologies for Absence</b></p> <p>Apologies for absence received and approved by Council: L Bright (illness), Cllr Morley (holiday)</p> <p>Other Apologies Noted: TMBC Cllr’s Anderson &amp; Rogers (other meeting), PCSO’s Kim Hockey &amp; Toni Matthew (rest days).</p>	
<b>3450</b>	<p><b>Minutes of the Meeting of 14 December 2015 for approval</b></p> <p>These were confirmed and signed as correct record. Proposed Cllr Carey, seconded Cllr Bright and carried unanimously.</p>	
<b>3451</b>	<p><b>Matters Arising from the Minutes</b></p> <p><u>Minute 3431 Community Right to Bid</u> – Hadlow Tower: TMBC response was noted and it was agreed to revisit the situation once the building has been sold and if community access remains.</p> <p><u>Minute 3443 Hartlake Road</u> – the verge erosion had not yet been rectified and would be closely monitored.</p> <p><u>Minute 3446 The Kent Men Of The Trees</u> – It was agreed the prize tree would be planted at Williams Field.</p> <p><u>Minute 3448 Staffing Committee</u> – In the absence of Cllr L Bright, the committee would be chaired by Cllr Carey and Cllr Newman would be a temporary member.</p>	
<b>3452</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> <p>Cllr Massy declared an interest as an allotment holder and administration assistant at St Mary’s Church.</p>	
<b>3453</b>	<p><b>Chairman’s Announcements</b></p> <p>KCC had replaced the dead tree in the border at junction A26 and Carpenters Lane with a lovely Beech Tree and would organise watering.</p>	
<b>3454</b>	<p><b>TMBC Councillors Report</b></p> <p>Cllr Anderson had asked that PCSO’s be made aware of vehicles being keyed in Twyford Road. The Clerk confirmed she had passed the information to the PCOS’s who were already aware of the situation.</p>	

	<p>Cllr Sergison reported an increase in dog fouling around Bourne Park and Victoria Road; as a result there would be a Bag &amp; Flag Exercise on Tuesday 9 February in highlighted areas of Golden Green and Hadlow. Volunteers should meet at 9am in Old School Hall carpark.</p>	
3455	<p><b>KCC Councillors Report</b></p> <p>Budgets continued to be reviewed and consideration would be given to devolving responsibilities in the future.</p> <p>Hadlow Primary School – repair work was in hand.</p> <p>30mph sign Ashes Lane – the installation of a new sign was ongoing.</p> <p>Report A Fault – This continued to be productive however any problems could also be referred to the Clerk who would if necessary forward on to Cllr Balfour.</p> <p>Leigh Barrier – The River Medway Flood Storage Areas (FSAs) project is the scheme in which the Leigh Barrier is integral. There had been delays to the model and additional data required; a report was due in February 2016 upon which viable options could then be assessed.</p> <p>East Facing Slips on M25 at the vicinity of Junction 5 – The ultimate decision on this project would be with Highways England but KCC are working with the Kent Association of Local Councils and other parties on funding the Economic Benefits Study which was the next step in the project.</p> <p>Operation Stack – This was open for consultation at present.</p> <p><i>[Cllr Balfour was excused from the meeting to attend another appointment]</i></p>	
3456	<p><b>Report from PCSO</b></p> <p>Crime Report: 2 x criminal damage, 2 x nuisance youths under Anti-social behaviour.</p>	
3457	<p><b>Clerk's Report</b></p> <p>No report.</p>	
3458	<p><b>Public Time</b></p> <p>Nothing to report.</p>	
3459	<p><b>Parish Matters</b></p> <p>Blackmans Lane – Hadlow College Dairy: Concerns raised over light pollution due to the barn lights being permanently on over the Christmas period and noise caused by the flapping tarpaulin over the straw stacks had been reported to the College by residents. The outcome was awaited.</p> <p>GigaClear – Cllr Collins reported that plans to install ultrafast fibre broadband in Golden Green had not come to fruition.</p>	
3460	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>• Lord Lieutenant of Kent Annual Civic Service – Invitation for Council member to attend: Cllr Carey would represent the Council.</li> <li>• Samaritans – Donation request would be considered under the 2016/17 budget.</li> </ul>	

<p><b>3461</b></p>	<p><b>Planning Applications</b></p> <ul style="list-style-type: none"> <li>• <b>TM/15/03785/FL</b> – Ground floor &amp; first floor extensions to main house, pitched roof with rooms above attached annexe and garage (resubmission of refused application TM/15/02722/FL). Hazelholt, 8 Hadlow Park, Hadlow, TN11 0HX</li> </ul> <p><b>HPC Object to proximity to the boundary and there would be a possibility of over-looking neighbour even with Velux window. Additionally the proposed extensions size and bulk is out of keeping with the site and character of the area.</b></p> <ul style="list-style-type: none"> <li>• <b>TM/15/03675/LB</b> – Insertion of additional velux roof window to increase light levels in master bedroom. Room is 5.7m x 4.8m with a single window at end of 5.7m dimension providing only 0.57sq m of glass for light provision. The Drays, Court Lane, Hadlow, TN11 0JU.</li> </ul> <p><b>HPC Agreed.</b></p> <p><i>[TMBC Cllr Sergison was excused from the meeting]</i></p>																																								
<p><b>3462</b></p>	<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 December Accounts (Receipts, Payments, Bank Reconciliation, Actual against Budget)  <b>RESOLVED</b> to approve December accounts in their entirety. Proposed Cllr Richardson, seconded Cllr Bright and carried unanimously.</p> <p>b) <b>To Approve Authorisation of Cheque Payments</b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 5%;">6777</td> <td style="width: 85%;">HSS Hire - Harris fencing for May vault</td> <td style="width: 10%; text-align: right;">703.19</td> </tr> <tr> <td>6778</td> <td>M Stepkowski - Xmas HPC expenses - chairs allowance</td> <td style="text-align: right;">29.01</td> </tr> <tr> <td>6779</td> <td>Clerk's wages week 40</td> <td style="text-align: right;">1793.44</td> </tr> <tr> <td>6780</td> <td>Admin assist wages - week 40</td> <td style="text-align: right;">561.75</td> </tr> <tr> <td>6781</td> <td>Wardens wages - week 40</td> <td style="text-align: right;">1151.52</td> </tr> <tr> <td>6782</td> <td>Post office - PAYE week 40</td> <td style="text-align: right;">1047.43</td> </tr> <tr> <td>6783</td> <td>Zest Com Clean - HOS Hall Dec</td> <td style="text-align: right;">240.00</td> </tr> <tr> <td>6784</td> <td>Robert Dyas - Shredders parish office (Clerk)</td> <td style="text-align: right;">44.98</td> </tr> <tr> <td>6785</td> <td>Kent County Council - Clean Supply V Hall</td> <td style="text-align: right;">43.16</td> </tr> <tr> <td>6786</td> <td>Commercial Services - Hanging Baskets Watering</td> <td style="text-align: right;">1260.00</td> </tr> <tr> <td>6787</td> <td>Travis Perkins Trading Co - Warden Clothing</td> <td style="text-align: right;">139.09</td> </tr> <tr> <td>6788</td> <td>Daryl Evans - window cleaning December 2015</td> <td style="text-align: right;">55.00</td> </tr> <tr> <td>6789</td> <td>RG Media&amp; IT services - ann. main. Contract renewal £1080 &amp; repairs</td> <td style="text-align: right;">1852.80</td> </tr> </table> <p><b>RESOLVED</b> to approve Cheque Payments. Proposed Cllr Richardson, seconded Cllr Bright and carried unanimously.</p> <p>a) To Recommend Approval of the Budget and Precept for 2016/17</p> <p><b>RESOLVED</b> to approve the Budget and Precept for 2016/17 with Precept set at £80,229.00. Proposed Cllr Richardson, seconded Cllr Massy and carried unanimously.</p>	6777	HSS Hire - Harris fencing for May vault	703.19	6778	M Stepkowski - Xmas HPC expenses - chairs allowance	29.01	6779	Clerk's wages week 40	1793.44	6780	Admin assist wages - week 40	561.75	6781	Wardens wages - week 40	1151.52	6782	Post office - PAYE week 40	1047.43	6783	Zest Com Clean - HOS Hall Dec	240.00	6784	Robert Dyas - Shredders parish office (Clerk)	44.98	6785	Kent County Council - Clean Supply V Hall	43.16	6786	Commercial Services - Hanging Baskets Watering	1260.00	6787	Travis Perkins Trading Co - Warden Clothing	139.09	6788	Daryl Evans - window cleaning December 2015	55.00	6789	RG Media& IT services - ann. main. Contract renewal £1080 & repairs	1852.80	
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b) To approve the following Policies and Papers

Hall Booking Forms & Youth Group Agreement  
Year Planner for 2016/17  
Grant Policy

**RESOLVED** to approve the HOS, Hy-Arts Booking Forms and the Hy-Arts Centre Agreement for non- fee paying Youth Groups/Clubs. Proposed Cllr Richardson, seconded Cllr Jones and carried unanimously.

**RESOLVED** to approve the Year Planner for 2016/17. Proposed Cllr Richardson, seconded Cllr Bright and carried unanimously.

**RESOLVED** to approve the Grant/Donation Policy. Proposed Cllr Richardson, seconded Cllr Bright and carried unanimously.

c) To Recommend approval of quotation from B W May for Ballcourt light repairs , light wire guards, installation of floodlight for the Wheeled Sports Facility in the sum of £655.19

**RESOLVED** to approve B W May quotation for Ballcourt light repairs, light wire guards, installation of floodlight for the Wheeled Sports Facility in the sum of £655.19

d) To recommend approval of B W May quotation to remove the 2No time clocks from the ballcourt light columns and replace with IP rated street lighting cut-out and relocate to mains cupboard within Village Hall at a cost of £312.96

**RESOLVED** to approve B W May quotation to remove the 2No time clocks from the ballcourt light columns and replace with IP rated street lighting cut-out and relocate to mains cupboard within Village Hall at a cost of £312.96

e) To recommend approval of expenditure for 750 tree shelters and stakes at a cost of £1265.63 or less.

f) **RESOLVED** to approve expenditure for 750 tree shelters and stakes at a cost of £1265.63 or less. Proposed Cllr Richardson, seconded Cllr Carey and carried unanimously.

g) To recommend approval of quotation for roof works at Old School Hall in the sum of £820.00.

**RESOLVED** to approve quotation for roof works at Old School Hall in the sum of £820.00. Proposed Cllr Richardson, seconded Cllr Bright and carried unanimously.

Planning & Environment Committee: - Nothing to report.

Staffing Committee – Meeting due 26/01/2016.

Community Safety Committee - Nothing to report.

Hadlow Village Hall: Meeting to be held on Wednesday.

Hadlow Hy-Arts Centre & Youth Club: Quotation for lock secure keys was awaited. It was anticipated that Hadlow Youth Club would re-start Tuesday. The Youth Agreement for non-fee paying groups would be sent out to both Hadlow Youth Club and Lighthouse Youth Group for signature.

	<p><u>Golden Green Village Hall</u>: No meeting.</p> <p><u>KALC</u>: Meeting due later in the week.</p> <p><u>TMBC Parish Partnership Panel</u>: Meeting in February.</p> <p><u>TMBC Joint Transportation Board</u>: Nothing to report.</p> <p><u>TMBC Crime Prevention Panel</u>: Nothing to report.</p>	
	<p>There being no further business the meeting closed at 8.40pm  Date of next meeting: Monday 8 February 2016 at 7.30pm at Old School Hall.</p> <p>Signed .....Date.....</p>	