

HADLOW PARISH COUNCIL

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

Present: Cllrs D Carey (Chairman), N Collins, E Bright, L Bright, J Massy, R Morley, J Newman, S Richardson,

Also in Attendance: Melanie Stepkowski – Parish Clerk, Community Warden & Supervisor, A Hughes (KM Reporter), Member of Hadlow Park Association, 51 members of the public.

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| 3496 | <p>Apologies for Absence</p> <p>Apologies for absence received and approved by Council: P Jones (other commitment) Other Apologies Noted: TMBC Cllr's J Anderson, J Sergison &. KCC Cllr M Balfour (other Meetings).</p> | |
| 3497 | <p>Minutes of the Meeting of 14 March 2016 for approval</p> <p>These were confirmed and signed as correct record. Proposed Cllr Carey, seconded Cllr Morley and carried unanimously.</p> | |
| 3498 | <p>Matters Arising from the Minutes</p> <p>Minute 3494 Footpaths – Access Trail stones were due to be ordered in April by Public Rights of Way.</p> | |
| 3499 | <p>Declarations of Members' Interests</p> <p>No declarations.</p> | |
| 3500 | <p>Chairman's Announcements</p> <p>No announcements.</p> | |
| 3501 | <p>TMBC Councillors Report</p> <p>Cllr Rogers updated the meeting on the Borough's budget review process and the necessary financial cuts required; included was a review of financial arrangements between the Borough and Parish Councils which would be discussed at the next Parish Partnership Meeting. In response to the Chair, Cllr Rogers confirmed that Tonbridge did not have a town or parish council and therefore all services were paid directly by the Borough and no precept was charged, this was currently under review with an aim to balance the anomaly.</p> <p>Phase 8 of the Parking Plan Review was underway with additional yellow lines and parking charges at West Malling being implemented due to increasing costs.</p> <p>The Local Plan – Call For Sites: two sites had been put forward within in Golden Green and others within the Parish. The process was now going through a technical evaluation ahead of the next public consultation.</p> <p>On behalf of Cllr Anderson he reminded the meeting that there was now a 'Times of Tonbridge' free newspaper which aimed to promote local news and events within the town and surrounding parishes.</p> | |

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| | <p>Cllr Anderson had also sent a report that was read expressing how grateful she was for the arrangement of the Clean for the Queen events and to all those residents that came to assist at both the Golden Green and Hadlow events and the difference it had made. She was working via Kent Resource Partnership to try and get fast food outlets to display posters reminding customers to take their litter home in the hope that this would make a difference to the litter on the verges.</p> <p>Cllr Rogers then thanked Tim and Viv for organising the Petition For Measures To be Taken To Combat Speeding Traffic Through Golden Green, Tonbridge Kent. He also confirmed they had received three new applicants to join SpeedWatch but encouraged many others to join as it would be beneficial to their cause.</p> | |
| 3502 | <p>KCC Councillors Report</p> <p>No report.</p> | |
| 3503 | <p>Report from PCSO</p> <p>No report was given, however the new Community Warden (Lara Sams) for East Peckham whose duties would now be widened to assist in Golden Green and Hadlow was introduced and welcomed.</p> | |
| 3504 | <p>Clerk's Report</p> <p>The Clerk reported on a safety issue that had been raised by a resident concerning a bolt sticking out of a post at one of the entrances to the dog walking area. She confirmed that this had been removed immediately as it served no purpose and was grateful to the resident for his report.</p> | |
| 3505 | <p>Public Time</p> <p>Cyclists – concern was raised as to cyclists riding two to four abreast. The Chair explained that a fair amount of cyclists wear shirts advertising their club and it was suggested that if this could be seen then residents could perhaps approach the clubs about the matter directly.</p> <p>Pot Holes – Victoria Road, Golden Green: The meeting was reminded about the Kent Highways Report A Fault system which residents could either phone or report online.</p> <p>Dog Fouling – a resident wished to remind people that dog mess should not only be picked up on paths but also in the fields. It was also noted that repeat offenders should be reported to the Borough Council.</p> | |
| 3506 | <p>Parish Matters</p> <p>Golden Green Speed Petition: On behalf of Golden Green residents the Petition For Measures To be Taken To Combat Speeding Traffic Through Golden Green, Tonbridge Kent was presented to the Chairman.</p> <p>One of the petition organisers Mr Tim Dale then put forward the villages concerns and the measures they would like to see implemented to reduce speeding through the Hamlet. He reported on the process delivered to date including visiting 220 house and gaining at least one signature from each house, he said there was a strong feeling and support for the proposed measures within the community. He had spoken with KCC Cllr Matthew</p> | |

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| | <p>Balfour who was sympathetic to their cause and would visit the area with a senior traffic officer in the near future. It was agreed that the visit should be arranged at a time when traffic was high perhaps early morning. Cllr Balfour had acknowledged that speed was a problem throughout the region and was working to see improvements were made wherever possible.</p> <p>In response to the Petition the Chair thanked the community and reminded everyone that funding such measures was at a KCC level and therefore Matthews support was important. He explained that the Parish Council acts as a conduit and is there for the parish to voice their views and then pass these onto the appropriate bodies. The Parish Council was not in a position to answer questions on technical procedures and had no formal method of doing things on the road as it was outside of their remit. Their role was to listen to the community and support such projects when appropriate.</p> <p>It was suggested by a resident that the petition be taken to the next appropriate KCC Planning meeting. Cllr Rogers would ensure it went onto the next Joint Transportation Board agenda. He informed the meeting that a similar process was occurring in Ashes Lane and explained to the meeting that they would require police backing to enforce any speed reductions and that the whole project would be costly and KCC budgets were restricted at this time therefore other community support, fundraising etc would be beneficial.</p> <p>Cllr Collins then put forward his reasons for tabling the Motion.</p> <p>Motion to Council to support the residents of Golden Green in their wish to implement measures to reduce the incidence of speeding traffic on Three Elm Lane. Proposed Cllr Collins, seconded Cllr Bright.</p> <p>After debate amendment was proposed by Cllr Bright, seconded Cllr Morley to strike out the words ‘on Three Elm Lane’ and substitute ‘through the Hamlet of Golden Green’.</p> <p>RESOLVED to accept the substantive Motion to support the residents of Golden Green in their wish to implement measures to reduce the incidence of speeding traffic through the Hamlet of Golden Green.</p> <p>Other Matters:</p> <p>HGV Lorries – concerns as to the amount of HGV lorries using the roads within the Golden Green Hamlet and the effect they had on the road sides were acknowledge. The Lorry Watch scheme was suggested but once again would require volunteers.</p> <p>Bourne Park Sign – Residents were directed to TMBC for such an application.</p> | |
| 3507 | <p>Correspondence</p> <p>None.</p> | |
| 3508 | <p>Planning Applications</p> <ul style="list-style-type: none"> • TM/16/01077/TNCA - T1 Yew- Pollard to remove die back from previous work, back to a healthy growth. T2 Twin stemmed Silver Birch – This tree is decayed and dying. We would like to section fell and re-plant with another Silver Birch. T3 Yew – Reduce by 10% to tidy appearance. Follyfoot, Hadlow Castle, High Street, TN11 0EG. HPC Agreed | |
| 3509 | <p>Financial Matters (not addressed by F&GP Committee)</p> | |

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| | <ul style="list-style-type: none"> • 2016-17 List of Direct Debits for Council Approval. RESOLVED to approve the list of Direct Debits as attached. Proposed Cllr Richardson, seconded Cllr Newman and carried unanimously. • 2016-17 List of Service Contracts for Council Approval RESOLVED to approve the list of Service Contracts. Proposed Cllr Bright, seconded L Bright and carried unanimously. • To approve payment OF INVOICE FROM First Highways Ltd in the sum of £19958.40 for works completed to date re cemetery extension Phase 1A. RESOLVED to approve payment to First Highways Ltd for the total sum of £19958.40 Proposed Cllr Richardson, seconded Cllr L Bright and carried unanimously. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3510 | <p>To receive reports from representatives of the following committees and pass such Resolutions thereon as may be necessary:</p> <p><u>Finance & General Purpose Committee</u> – Cllr Richardson summarised the April meeting and explained that Reserves had been reduced by c£20k mainly due to expenditure related to the new play area and cemetery extension. The Clerk confirmed that £75K had been placed in Fixed Term Deposit for six months with Lloyds Bank.</p> <p>a) Recommendation from Finance Chairman to approve March Accounts (Receipts, Payments, Bank Reconciliation, Actual against Budget, Fourth Quarter Report) RESOLVED to approve March Accounts Proposed Cllr Richardson, seconded Cllr L Bright and carried unanimously.</p> <p>b) Cheque Payment for Council Acknowledgement RESOLVED to accept the cheque payments as listed below. Proposed Cllr Richardson, Seconded Cllr Carey and carried unanimously.</p> <table border="0"> <tr><td>6833</td><td>Spy Alarms Annl Mnt VAT missed on chq</td><td>6833</td><td>81.80</td></tr> <tr><td>6834</td><td>Village Hall - Hy-arts Gas Bill</td><td></td><td>532.80</td></tr> <tr><td>6835</td><td>Tonbridge & Malling Citizens Advice Donation</td><td></td><td>50.00</td></tr> <tr><td>6836</td><td>B W May Skate Park Lighting (Police funding)</td><td></td><td>1161.78</td></tr> <tr><td>6837</td><td>Came & Co Truck Insurance Truck Insurance</td><td></td><td>532.69</td></tr> <tr><td>6838</td><td>D Evans Window Cleaning</td><td></td><td>55.00</td></tr> <tr><td>6839</td><td>Zest Inv002702 Hall Cleaning</td><td></td><td>307.50</td></tr> <tr><td>6840</td><td>ICMM - Annl Membership</td><td></td><td>90.00</td></tr> <tr><td>6841</td><td>KCC Commercial Svs PEAT Testing</td><td></td><td>67.97</td></tr> <tr><td>6842</td><td>KCC Inv177052</td><td></td><td>1518.76</td></tr> <tr><td>6843</td><td>KALC Annual Membership Inv4389</td><td></td><td>1198.22</td></tr> <tr><td>6844</td><td>Clerks Wages Wk1</td><td></td><td>1819.42</td></tr> <tr><td>6845</td><td>Warden Wages Wk1</td><td></td><td>1098.14</td></tr> <tr><td>6846</td><td>Admin Wages Wk1</td><td></td><td>543.10</td></tr> <tr><td>6847</td><td>Post Office PAYE</td><td></td><td>1065.17</td></tr> <tr><td>6848</td><td>Principal</td><td></td><td>645.80</td></tr> <tr><td></td><td>TOTAL</td><td></td><td>10768.15</td></tr> </table> <p>c) Recommendation to Council to approve Internal Control Statement reviewed and approved by Finance & General Purposes Committee RESOLVED to approve the Internal Control Statement Proposed Cllr Richardson, seconded Cllr L Bright and carried unanimously.</p> | 6833 | Spy Alarms Annl Mnt VAT missed on chq | 6833 | 81.80 | 6834 | Village Hall - Hy-arts Gas Bill | | 532.80 | 6835 | Tonbridge & Malling Citizens Advice Donation | | 50.00 | 6836 | B W May Skate Park Lighting (Police funding) | | 1161.78 | 6837 | Came & Co Truck Insurance Truck Insurance | | 532.69 | 6838 | D Evans Window Cleaning | | 55.00 | 6839 | Zest Inv002702 Hall Cleaning | | 307.50 | 6840 | ICMM - Annl Membership | | 90.00 | 6841 | KCC Commercial Svs PEAT Testing | | 67.97 | 6842 | KCC Inv177052 | | 1518.76 | 6843 | KALC Annual Membership Inv4389 | | 1198.22 | 6844 | Clerks Wages Wk1 | | 1819.42 | 6845 | Warden Wages Wk1 | | 1098.14 | 6846 | Admin Wages Wk1 | | 543.10 | 6847 | Post Office PAYE | | 1065.17 | 6848 | Principal | | 645.80 | | TOTAL | | 10768.15 | |
| 6833 | Spy Alarms Annl Mnt VAT missed on chq | 6833 | 81.80 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6834 | Village Hall - Hy-arts Gas Bill | | 532.80 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6835 | Tonbridge & Malling Citizens Advice Donation | | 50.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6836 | B W May Skate Park Lighting (Police funding) | | 1161.78 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6837 | Came & Co Truck Insurance Truck Insurance | | 532.69 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6838 | D Evans Window Cleaning | | 55.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6839 | Zest Inv002702 Hall Cleaning | | 307.50 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6840 | ICMM - Annl Membership | | 90.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6841 | KCC Commercial Svs PEAT Testing | | 67.97 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6842 | KCC Inv177052 | | 1518.76 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6843 | KALC Annual Membership Inv4389 | | 1198.22 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6844 | Clerks Wages Wk1 | | 1819.42 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6845 | Warden Wages Wk1 | | 1098.14 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6846 | Admin Wages Wk1 | | 543.10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6847 | Post Office PAYE | | 1065.17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6848 | Principal | | 645.80 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | TOTAL | | 10768.15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | <p>d) Recommendation to Council to approve Annual Governance Statement 2015-16 reviewed and approved by Finance & General Purposes Committee</p> <p>RESOLVED to approve Annual Governance Statement 2015-16. Proposed Cllr Richardson, seconded Cllr Collins and carried unanimously.</p> <p><u>Planning & Environment Committee</u>: - Cllr Massy summarised the Minutes of the last meeting.</p> <p><u>Staffing Committee</u> – No meeting but Cllr L Bright confirmed that eligible staff members had now been enrolled into the Nest Pension Scheme and sent letters detailing the scheme and the option to opt out.</p> <p><u>Community Safety Committee</u> – No meeting.</p> <p><u>Hadlow Village Hall</u>: Cllr Richardson reported that the Village Hall Management Committee continued to renovate on a piecemeal basis and when funds were available. To his knowledge to date no large funding application had been made by the committee. The Parish Council had approved the original repairs to the paving outside the hall to meet basic safety conditions but had declined the village hall committee request for additional works. The cost of repairs had not been included in the Council’s budgetary process. The next village hall intended meeting was on Wednesday 20 April but this clashed with the Annual Parish Meeting and may well be subject to change.</p> <p><u>Hadlow Hy-Arts Centre</u> – Council members would be voluntarily cleaning the hall in preparation for a new regular booking related to respite care.</p> <p><u>Golden Green Village Hall</u>: No meeting to report.</p> <p><u>Old School Hall</u> – Details of the proposed ventilation system had been reviewed by Council and a local surveyor and it was proposed that a Ventilation Consultant be contracted ahead of approving work contracts. The Clerk would seek costs for Council approval.</p> <p><u>Annexe</u> – The Clerk would seek legal advice in the preparation of a short term extension in the Agreement between Council and Hadlow College.</p> <p><u>Footpaths</u> – The stone required for the Access Trail was due to be ordered by Public Rights of Way at the beginning of April and the Clerk awaited confirmation of the order.</p> <p><u>Cemetery Extension</u> – Clerk confirmed that Phase 1A had been completed and relevant costs provided to Council.</p> <p><u>KALC</u>: No meeting.</p> <p><u>TMBC Parish Partnership Panel</u>: Cllr Bright and Richardson would attend the next meeting as matters related to Borough and Parish Council financial arrangements would be on the agenda.</p> <p><u>TMBC Joint Transportation Board</u>: Meeting coincided with parish meeting, TMBC Cllr Rogers would investigate the Lorry Watch programme in response to Golden Green resident’s enquiry.</p> <p><u>TMBC Crime Prevention Panel</u>: No meeting.</p> <p><u>Any other meetings or visits that may require a report</u>. The Chair reminded everyone that the ‘Service Tree’ received from Kent Heritage to celebrate the Queen’s 90th birthday would be planted within the cemetery extension at 12.30pm on Thursday 21 April.</p> <p>The Police & Crime Commissioner Election would be held on Thursday 5 May and Old School Hall had been booked as a polling station.</p> | |
| 3511 | <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>Not required.</p> | |
| | <p>There being no further business the meeting closed at 9.12pm</p> | |

Date of next meeting: Monday 9 May 2016 at 7.30pm at Old School Hall (Annual Council Meeting).

Signed Date.....