

HADLOW PARISH COUNCIL

Minutes of the meeting of Hadlow Parish Council duly convened and held on Monday 10 October 2016 at 7.30pm at Golden Green Hall

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

Also in Attendance: Melanie Stepkowski (Parish Clerk), Elaine Battain – Parish Admin Assistant, PCSO Matthew, KCC Cllr M Balfour, A Hughes (KM Reporter), representative for Hadlow Park Association

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| 3574 | <p>Apologies for Absence</p> <p>Apologies for absence received and approved by Council: Cllrs R Morley (personal), C Barbary (personal). Also noted apologies for absence from TMBC Cllrs J Anderson (other meeting), H Rogers (another meeting), J Sergison (unwell).</p> | |
| 3575 | <p>Declaration of Acceptance of Office – Cllr Barbary had read and signed in the presence of the Clerk.</p> | |
| 3576 | <p>To Resolve that the Minutes of the Parish Council meeting held on 12 September 2016 were a correct record.</p> <p>RESOLVED to approve as a correct record. Proposed Cllr Newman, seconded Cllr Carey and carried unanimously.</p> | |
| 3577 | <p>Matters Arising from the Minutes of 12 September 2016 – updates only on matters not currently on agenda</p> <p>Minute 3568 Gents Public Toilet – The public toilets were now in working order. Minute 3568 Littlefields TV aerial – Circle Housing had the matter in hand. Minute 6565 College Crossing – imminent.</p> | |
| 3578 | <p>Declarations of Members’ Interests</p> <p>Cllr Massy employed by St Mary’s Church.</p> | |
| 3579 | <p>Chairman’s Announcement</p> <p>Nothing to announce.</p> | |
| 3580 | <p>Report from TMBC Councillor</p> <p>No report</p> | |
| 3581 | <p>Report from KCC Councillor</p> <p>Cllr Balfour reported on the following: College crossing & speed sign will hopefully be in place very soon. Speed in Golden Green – funding a mobile speed indicator sign was under consideration under the members grant scheme; however, this would be conditional on the parish council accepting responsibility for costs of maintenance and repair. The Clerk thanked Cllr Balfour for his assistance in ensuring the verges within the village were cut appropriately and would send the same appreciation to M Simmons who had co-ordinated the works. Having finished his report Cllr Balfour was excused from the meeting.</p> | |

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| 3582 | <p>Report from PCSO</p> <p>Crime report was minimal. (PCSO excused from meeting after brief report)</p> |
| 3583 | <p>Report from Parish Clerk</p> <p>A weekly booking at the Hy-Arts Centre had been confirmed. Boxing funding continued until Christmas. Confirmation was awaited as to the final date for Jumping Beans and the Beat Project.</p> |
| 3584 | <p>Public Time</p> <p>The Clerk was thanked for her contribution towards resolving the issues pertaining to the wall by the Littlefields building and highways border.</p> |
| 3585 | <p>Parish Matters</p> <p>Temporary road closure on Cuckoo Lane noted.</p> <p>Williams Field Dog Walking Area – efforts to re-establish the bench have been thwarted and alternative seats were now being considered. However, if vandalism continued it would not be financially viable to continue replacing the seat.</p> <p>Audience with Henry VIII – performance at St Mary’s Church on Saturday 22 October noted.</p> <p>16/01110/AGN - TMBC Planning to investigate possible breach of planning with regards to construction of additional buildings not on barn application off Victoria Road. Noted.</p> <p>Hadlow Community Free School – increased traffic flows within the public footpath area of the college noted.</p> |
| 3586 | <p>Correspondence</p> <p>None.</p> |
| 3587 | <p>Planning Applications</p> <ul style="list-style-type: none"> • TM/16/02840/RD: Details of (a) foul and surface water drainage of the site, and including all necessary measures to mitigate any flood risk posed to or by the proposed development; (b) facilities for the storage and collection of reused and waste; (c) details of external lighting; (d) a timetable for implementing the proposed landscaping ad arrangements for replacement of damaged, and ; (e) full design details of the proposed access into the site, including materials and sightlines; submitted pursuant to condition 9 of planning permission TM/14/02816/FL (appeal reference AAP/H2265/W/3033682). Alans Hectare, Cemetery Lane, Hadlow, TN11 0LT. HPC Object as development within Green Belt and concerns over lack of details for lighting and the effect of light pollution. • TM/16/02796/FL – Two storey side extension, front canopy dormers to front and rear elevations. Damson House, 48 Victoria Road, Golden Green, TN11 0LR. HPC Agreed. |
| 3588 | <p>St Mary’s Churchyard – May Vault</p> <p>The Institute of Cemeteries and Crematorium Management had confirmed the position as follows: Your authority is only responsible for the maintenance of the closed churchyard including grass cutting and maintenance of trees, walls/fences. Whilst memorials are not strictly the</p> |

responsibility of the authority maintaining a closed churchyard many will act in respect of any that become a danger in the absence of the memorial owner of church taking any action. Your responsibility is toward the safety of your groundsman working in the churchyard, and by default the public, therefore actions that you might consider include maintaining the fence around the memorial or laying it flat. Your authority would not be responsible for carrying out full repair and paying for such.

The above noted and request from the church for more aesthetically pleasing fencing had been taken into consideration by Council. An estimate to install safe appropriate ornamental fencing had been received in the region of £4,000.00. Costs from stone mason to either lay down or repair the vault was still awaited. Consideration to control of vegetation within the fenced area would also be investigated.

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

Finance & General Purposes Committee

a) To Approve Authorisation of September Accounts, Payments, Receipts & Bank Reconciliation.

RESOLVED to approve September Accounts. Proposed Cllr Richardson, seconded Cllr L Bright and carried unanimously.

b) Cheque Payments for Council acknowledgement

RESOLVED to approve cheque payments in the sum of £13259.28 Proposed Cllr Richardson, seconded Cllr L Bright and carried unanimously.

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| 6936 | KCC - InvI2569714 Cleaning Materials Annexe & HOS | 145.44 |
| 6937 | R Mardell - LED Lights for HOS Inv05642 | 620.00 |
| 6938 | PKF Littlejohn - External Audit Fee | 720.00 |
| 6939 | KCC (KCS) cleaning supplies - Golden Green | 55.08 |
| 6940 | SLCC - Resubmission Question 6 CILCA | 50.00 |
| 6941 | New Enterprise - Primary Sch Trip donation | 400.00 |
| 6942 | Daryl Evans - Window cleaning August | 55.00 |
| 6943 | Zest Commercial cleaning - August hall cleaning | 307.50 |
| 6944 | Abacus Playgrounds Ltd - Swings at sign post field The Play Inspection Company Ltd - Playground inspect | 5304.00 |
| 6945 | reports | 225.00 |
| 6946 | King and Sons skip hire - Cemetery | 262.00 |
| 6947 | Auditing Solutions internal audit | 492.00 |
| 6948 | Clerks Wages Wk28 | 1835.07 |
| 6949 | Wardens Wages | 1098.14 |
| 6950 | Admin Assist Wages | 780.50 |
| 6951 | Post Office PAYE P6 | 859.55 |
| 6952 | Victims Support Donation S137 | 50.00 |

Cllr Richardson confirmed that the Fixed Interest Account monies had been rolled over for an additional six months.

Committee would now be concentrating on next years' budget considerations. Cllr Richardson would also look at whether higher interest rates through building societies would be advantageous in the future.

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| | <p><u>Planning & Environment Committee:</u> - Cllr E Bright reported The Kent Men of the Trees ‘Trees in the Village’ competition had given our parish a glowing report on the variety of trees planted within its borders. Special thanks were expressed to David Carey as the parish voluntary Tree Warden.</p> <p><u>Staffing Committee</u> – Cllr L Bright confirmed a meeting was to be scheduled prior to December F&GP meeting at which salary rises would be considered for inclusion in the next budget.</p> <p><u>Community Safety</u> - No meeting.</p> <p><u>Hadlow Village Hall:</u> The Village Hall Management Committee had chosen to take control of all aspects related to the hall; therefore, the parish office no longer provided admin assistance. A council representative was no longer required at their meetings. With regards to the outstanding village hall AGM; their Chair had acknowledged its requirement and would set a date.</p> <p><u>Hadlow Hy-Arts Centre</u> – Cllr Carey reported that boxing continued on Monday evenings and accepted an offer from other councillors to assist in the opening and closing for this event.</p> <p><u>Golden Green Village Hall:</u> Nothing to report.</p> <p><u>Old School Hall:</u> Nothing to report except the ventilation remains an outstanding matter.</p> <p><u>KALC (Tonbridge & Malling Area)</u> – To meet on Thursday 13 October.</p> <p><u>TMBC Parish Partnership Panel:</u> No report and Council to attend consultation on Local Plan.</p> <p><u>TMBC Joint Transportation Board – Hadlow Village Transport Representative:</u> No report.</p> <p><u>TMBC Crime Prevention Panel:</u> Closed and to be removed from future agenda items.</p> <p><u>Any other meetings or visits that may require a report.</u></p> <p>Cllr Collins to accept an invitation to attend update meeting at Gatwick airport on 22 October.</p> | |
| 3590 | <p>Motion to Exclude the Press and Public (to enable Council to consider any items on the agenda in which significant aspects will of a confidential and financial nature).</p> <p>RESOLVED to exclude the Press and Public to enable Council to consider items on the agenda in which significant aspects were of a confidential and financial nature. Proposed Cllr Collins, seconded Cllr Bright and carried unanimously.</p> <p>Cemetery Extension – Clerk confirmed agreement with BdR to act as project managers on Council’s behalf in relation to tenders and works on the cemetery extension was already in existence.</p> <p>Shared Access – RESOLVED to appoint Wells and Hedleys Solicitors to act on Council’s behalf with regards to agreement in principle with Shared Access. Proposed Cllr Collins, seconded Cllr Massy and carried unanimously.</p> <p>Annexe – future development quotations – still awaited. Hadlow College notified of expiry of agreement.</p> | |
| | <p>There being no further business the meeting closed at 21.15 Date of next meeting: Monday 14 November 2016 at 7.30pm at Old School Hall</p> <p>SignedDate.....</p> | |