

HADLOW PARISH COUNCIL

Minutes of the meeting of Hadlow Parish Council duly convened and held on Monday 13 March 2017 at 7.30pm at Old School Hall

Present: Cllrs N Collins (Chairman), C Barbary, E Bright, L Bright, R Morley, J Massy, J Newman, S Richardson.

Also in Attendance: Melanie Stepkowski (Parish Clerk), E Battain (Admin Assistant), TMBC Cllr J Sergison, A Hughes (KM Reporter), Representatives for Hadlow Park Association & Hadlow Village Hall Management Committee and seventeen members of the public

3655	<p>Apologies for Absence</p> <p>Apologies for absence received and approved by Council: Cllr Carey (holiday) Other apologies noted: KCC Cllr Balfour, TMBC Cllr's Rogers & Anderson (Joint Transportation Board meeting), PCSO's Hockey and Matthews (work commitments).</p>	
3656	<p>To Resolve that the Minutes of the Parish Council meeting held on 13 February 2017 were a correct record.</p> <p>RESOLVED to approve as a correct record. Proposed Cllr Collins, seconded Cllr Barbary and carried unanimously.</p>	
3657	<p>Matters Arising from the Minutes of 13 February 2017 – updates only on matters not currently on agenda</p> <p>No matters.</p>	
3658	<p>Declarations of Members' Interests</p> <p>None.</p>	
3659	<p>Chairman's Announcement</p> <p>Annual Community Litter Pick: Golden Green on Saturday 18 March (9am) meeting at Golden Green Village Hall, Hadlow on Sunday 19 March (11am-1pm) meeting at Old School Hall. Noted.</p>	
3660	<p>Report from TMBC Councillor</p> <p>Cllr Sergison summarised the TMBC full council meeting on 14 February where the 2017/18 budget was agreed. It was noted that the government would no longer provide revenue support to the Borough and there was currently a funding gap of £1.6m between income and expenditure.</p> <p>On the matter of recent accidents along the A26 it was agreed that speed limit should be once again reviewed.</p> <p>Great British Spring Clean - The Borough Dog Warden encouraged members of the public to join in the cleaning of dog fouling hotspots within Hadlow being scheduled for Thursday 30 March starting at 9am on School Lane.</p>	
3661	<p>Report from KCC Councillor - No report.</p>	
3662	<p>Report from PCSO</p> <p>Monthly crime report: 1 x theft, 1 x theft from motor to vehicle, 2 x burglary other than dwelling.</p>	

<p>3663</p>	<p>Report from Parish Clerk</p> <p><u>Hadlow Community Preschool</u> - Hadlow College have now notified staff that the community preschool will be moving location as of end of July and have paid all outstanding invoices.</p> <p>The parish office has set into motion plans for the demolition of the annexe building including notification to utilities, CCTV, intruder alarm, fire alarm and other contracts.. The Demolition Notice has been completed as a TMBC Building control requirement, this included a Method Statement, Block Plan and copy of notice to electricity supplier etc.</p> <p>TMBC Parking department have been contacted for advice on parking plans which will be required in due course.</p> <p><u>Year End</u> - With regards to year end, we have started reviewing all policy and procedures, chased outstanding debtors, booked Internal Auditor and started the archiving process.</p> <p><u>Annual Parish Meeting</u> – 19 April, posters will be designed and prepared ready for beginning of April.</p> <p><u>Williams Field Survey</u> - J C White have completed boundary survey with regards to buildings at Williams Field for the file and future reference</p> <p><u>Christmas Lights</u> - The match funding from TMBC has been gratefully received in the sum of £1088 with regards to Christmas lights for 2015/16. We await the sum for 2016/17 which has been applied for.</p> <p><u>The Annual Litter Pick</u> has been advertised in local shops, noticeboard, parish face book, twitter and websites. Everyone is welcome but it is important to sign up where possible ahead of time.</p> <p><u>UK Power Networks</u> - For information purposes we have been provided with literature regarding extra support during a power cut – UK Power Networks are encouraging parishioners requiring extra support during a power cut for example those dependent on medical equipment etc to sign up to their free register</p>	
<p>3664</p>	<p>Public Time</p> <p>Council asked by a member of the public to consider additional disabled parking if the parking outside Old School Hall was to be enlarged.</p>	
<p>3665</p>	<p>Parish Matters</p> <p><u>Withdrawal of #77 Bus</u> – The Clerk had been unable to gain any further information to date on this matter but would communicate with Tom Tugendhat (MP for Tonbridge & Malling) who was in communication with Arriva and fully support his campaign to ensure the bus routes were accommodating rural communities and to highlight the necessity for the #77 bus route.</p> <p><u>Supporting Village Shops</u> – the community was asked to fully support the local shops as it had been reported by some of the shop keepers that trade was on the decrease. A small article would be placed in the ‘Parish Newsletter’ to encourage local support. The same support for our local pubs and restaurants was also encouraged with Cllr Massy looking into the details of listing a community asset.</p> <p><u>Phone Box, Ashes Lane</u> – Cllr Barbary wished to investigate whether or not BT would be willing to transfer the telephone box at Ashes Lane to the Village Square where it could perhaps be used to house a defibrillator. Council agreed it was worth her investigating the proposal.</p>	<p>Clerk</p>

3666	<p>Correspondence</p> <p>None.</p>																																																																																		
3667	<p>Planning Applications</p> <p>No applications received.</p>																																																																																		
3668	<p>To receive reports from representatives of the following committees and pass such Resolutions thereon as may be necessary:</p> <p><u>Finance & General Purposes Committee</u> – In the absence of a meeting the F&GP Chair had reviewed the accounts and confirmed they were a true and fair record. With regards to the budget he reported that the Council would remain within budget at year end.</p> <p>a) To Approve February Accounts, (Income, expenditure & bank reconciliation,). RESOLVED to approve February Accounts. Proposed Cllr Richardson, seconded Cllr L Bright and carried unanimously.</p> <p>b) To Approve Cheque Payments to date. RESOLVED to approve cheque payments Proposed Cllr Richardson, seconded Cllr L Bright and carried unanimously.</p> <table data-bbox="319 873 1332 1948"> <tr><td>7034</td><td>Travis Perkins - open spaces repairs</td><td>54.89</td></tr> <tr><td>7035</td><td>Tunbridge Wells Roofing - HOS roof wks</td><td>930.00</td></tr> <tr><td>7036</td><td>King & Sons Kent Ltd - skip hire Cemetery</td><td>262.00</td></tr> <tr><td>7037</td><td>OCS Group - sanitary disposal</td><td>59.91</td></tr> <tr><td>7038</td><td>Golden Green mission hall - hall hire</td><td>25.00</td></tr> <tr><td>7039</td><td>British Gas Medical Centre boiler repair</td><td>176.87</td></tr> <tr><td>7040</td><td>Maitec Drainage & Guttering - HOS drain</td><td>150.00</td></tr> <tr><td>7041</td><td>Commercial Services - Cemetery Ext mow</td><td>420.00</td></tr> <tr><td>7042</td><td>Down to Earth - St Mary's Church trees</td><td>1632.00</td></tr> <tr><td>7043</td><td>Petty cash</td><td>149.28</td></tr> <tr><td>7044</td><td>Kings Hill Garage - truck lease Jan-Mar 17</td><td>1026.00</td></tr> <tr><td>7045</td><td>Zest HOS cleaning - Feb 17</td><td>270.00</td></tr> <tr><td>7046</td><td>Window cleaning Feb 17</td><td>55.00</td></tr> <tr><td>7047</td><td>Tonbridge fencing - Cemetery gates</td><td>2400.00</td></tr> <tr><td>7048</td><td>Eon - seasonal illuminations power</td><td>35.25</td></tr> <tr><td>7049</td><td>Down to Earth - inv 348 Ecoplugs</td><td>49.20</td></tr> <tr><td>7050</td><td>Tonbridge & Malling - prior notification demolition</td><td>80.00</td></tr> <tr><td>7051</td><td>Petty Cash - impress system</td><td>131.08</td></tr> <tr><td>7052</td><td>Post Office - PAYE P12</td><td>1107.46</td></tr> <tr><td>7053</td><td>Clerks Wages Wk52</td><td>1877.36</td></tr> <tr><td>7054</td><td>Wardens Wages Wk52</td><td>1098.14</td></tr> <tr><td>7055</td><td>Admin Wages Wk52</td><td>718.82</td></tr> <tr><td>7056</td><td>Travis Perkins - cemetery gates inv. AHF933</td><td>138.72</td></tr> <tr><td>7057</td><td>KCC PEAT testing HOS & Hy-Arts</td><td>81.54</td></tr> <tr><td>7058</td><td>JC White Geo - William Field lease plan survey</td><td>1170.30</td></tr> <tr><td>7059</td><td>Gel creative - website Dec(half), Jan & Feb 17</td><td>400.00</td></tr> <tr><td>7060</td><td>Spy alarms - annual main. Medical Centre</td><td>504.00</td></tr> </table>	7034	Travis Perkins - open spaces repairs	54.89	7035	Tunbridge Wells Roofing - HOS roof wks	930.00	7036	King & Sons Kent Ltd - skip hire Cemetery	262.00	7037	OCS Group - sanitary disposal	59.91	7038	Golden Green mission hall - hall hire	25.00	7039	British Gas Medical Centre boiler repair	176.87	7040	Maitec Drainage & Guttering - HOS drain	150.00	7041	Commercial Services - Cemetery Ext mow	420.00	7042	Down to Earth - St Mary's Church trees	1632.00	7043	Petty cash	149.28	7044	Kings Hill Garage - truck lease Jan-Mar 17	1026.00	7045	Zest HOS cleaning - Feb 17	270.00	7046	Window cleaning Feb 17	55.00	7047	Tonbridge fencing - Cemetery gates	2400.00	7048	Eon - seasonal illuminations power	35.25	7049	Down to Earth - inv 348 Ecoplugs	49.20	7050	Tonbridge & Malling - prior notification demolition	80.00	7051	Petty Cash - impress system	131.08	7052	Post Office - PAYE P12	1107.46	7053	Clerks Wages Wk52	1877.36	7054	Wardens Wages Wk52	1098.14	7055	Admin Wages Wk52	718.82	7056	Travis Perkins - cemetery gates inv. AHF933	138.72	7057	KCC PEAT testing HOS & Hy-Arts	81.54	7058	JC White Geo - William Field lease plan survey	1170.30	7059	Gel creative - website Dec(half), Jan & Feb 17	400.00	7060	Spy alarms - annual main. Medical Centre	504.00	
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c) Approval of Statement On Internal Control for Year Ending 31/03/2017

RESOLVED to approve the Statement on Internal Control for Year Ending 31/03/2017. Proposed Cllr Richardson, seconded Cllr Massy and carried unanimously.

Planning & Environment Committee: - Cllr Bright summarised the meeting and recommended acceptance of Minutes dated 28 February 2017 ahead of two further recommendations:

RESOLVED to approve the Planning & Environment Committee Minutes of 28 February 2017 in their entirety. Proposed Cllr E Bright, seconded Cllr Newman and carried.

a) Recommendation to Council with regards to the proposed installation of Telecommunications Mast at Williams Field

Cllr E Bright summarised the committee's deliberations ahead of the recommendation:

The planning and environment committee at its meeting held on Tuesday 28 February gave consideration to the Shared Access proposal regarding the installation of a Mast at Williams Field -

the committee considered all aspects of the proposal including consultation with:

- Council Solicitor regarding aspects of lease & land ownership,
- TMBC Planning Department
- Fields In Trust (Telecommunications Policy Statement)
- Shared Access/Pegasus as regards results of public consultation

In addition, the committee reviewed and considered residents responses to the public consultation and views expressed at the Parish Council meeting held on Monday 13 February and took account of health & safety concerns and the proposed capital sum. The Committee resolved to recommend to Council that the current proposed location of the mast is not acceptable and alternative locations to be considered.

Council approved the recommendation from P&E:

RESOLVED that the Council informs Shared Access that it is not prepared to proceed with the current proposed location at Williams Field for the erection of the telecommunications structure. Proposed Cllr E Bright, seconded Cllr Collins and carried unanimously.

b) Recommendation to Council with regards to progressing contracts for the Cemetery Extension.

RESOLVED to accept the intended works will be carried out under two separate contracts in order that costs remain closely in line with original budgetary costs for Phase 1 with adjustments to the original specification being made to remove specified ancillary items. Proposed Cllr E Bright, seconded Cllr Massy and carried unanimously.

Staffing Committee - Items of a private nature under Motion To Exclude Public & Press.

KALC (Tonbridge & Malling Area) – No meeting.

TMBC Parish Partnership Panel: Cllr L Bright reported the following:

1. South Eastern Water company who are responsible for sewage in this area are the same as the Parish Council just consultees with regards to planning applications. They can

	<p>recommend new sewerage requirements for housing developments but cannot enforce. We should be aware of this for any new developments in Hadlow to avoid problems like Borough Green who have had many new houses but no upgrade in sewerage. This has led to many incidents of houses being flooded.</p> <p>2. Site visits for TMBC planning had got out of hand due to unauthorised attendees. They therefore revised the regulations and excluded Parish Councils. This was objected to vociferously by the Parish Councils therefore KALC has negotiated to allow a Parish council representative to attend site inspections but not the public.</p> <p><u>TMBC Joint Transportation Board – Hadlow Village Transport Representative: Meeting clashed with HPC meeting therefore Parish Council representative unable to attend.</u></p> <p><u>Any other meetings or visits that may require a report.</u> No reports.</p>	
3669	<p>Motion to Exclude the Press and Public (to enable Council to consider any items on the agenda in which significant aspects will be 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 will be of a confidential and financial nature.</p> <p>Proposed Cllr Collins, seconded Cllr Morley and carried unanimously.</p> <p>Land and Buildings – no items.</p> <p>Staffing – Recommendation to approve reviewed and amended contract and job specification for the role of Warden.</p> <p>Resolved to approve the reviewed Job Description for role of Warden. It was noted that the Wardens Contract would be considered at a later date. Proposed Cllr L Bright, seconded Cllr Richardson and carried unanimously.</p> <p>Council Vacancy – the Council interviewed Mr Robert Smith who had applied to be a Councillor. His application was considered and following the interview he was invited to join the Council.</p> <p>RESOLVED to co-opt MR Robert Smith to Council.</p>	
	<p>There being no further business the meeting closed at 20.30 Date of next meeting: Monday 10 April 2017 at 7.30pm at Golden Green Village Hall</p> <p>SignedDate.....</p>	