

HADLOW PARISH COUNCIL

Minutes of the meeting of Hadlow Parish Council duly convened and held on Monday 09 October 2017 at 7.30pm at Golden Green Mission Hall

Present: Cllrs N Collins (Chairman), C Barbary, D Carey, J Newman, S Richardson, R Smith, D Turner.

Also in Attendance: M Stepkowski (Parish Clerk), PSCO Toni Matthew & a representative of Hadlow Park Association.

3759	<p>Apologies for absence</p> <p>Apologies for absence received and approved by Council: Cllrs E Bright, L Bright, J Massy, Cllr Morley (holidays), S Phillips (business), C Hyams (personal).</p> <p>Other apologies noted: TMBC Cllrs J Anderson, J Sergison, H Rogers & KCC Cllr M Balfour. (other meetings)</p>	
3760	<p>Declarations of members' interests</p> <p>Cllr Carey declared an interest in planning application TM/17/02613/PDVAR (past co-worker).</p> <p>Cllr Smith declared a personal and prejudicial interest as the applicant to planning application TM/17/02695/LB and was excused from the meeting whilst the application was discussed.</p>	
3761	<p>To resolve minutes of the parish council meeting held on 11/09/2017 were a correct record.</p> <p>RESOLVED to approve the minutes of 11/09/2017 as a correct record. Proposed Cllr Barbary, seconded Cllr Richardson and carried unanimously.</p>	
3762	<p>Matters arising from the Minutes of 11/09/2017 2017 – updates only on matters not currently on agenda</p> <p>None.</p>	
3763	<p>Chairman's announcement – Hadlow Village Hall Annual General Meeting on Saturday 28 October at 10am.</p>	
3764	<p>Report from TMBC & KCC Councillors</p> <p>None.</p>	
3765	<p>Report from PCSO</p> <p>2 theft, 1 criminal damage and warnings with regards to motorbikes on paths.</p>	
3766	<p>Clerks report</p> <p>During September the Warden attended and completed a course on Inspection & Risk Assessment of Children's Play Areas in accordance with ROSPA guidelines. The ROSPA play inspection also took place in September and the reports for both Williams Field and Signpost Field were good with all areas being considered either very low or low risk. There were no major works required, however it did note that the entrance gates at Signpost Field should be a different colour than the fencing to assist the</p>	

	<p>visually impaired; with this in mind Cllr Morley had kindly repainted the gates in red to contrast with the green fence.</p> <p>The new parking area for both medical centre and parish office staff was now complete with Armco barriers installed to protect neighbouring wall and kirb edges. Marking of the bays would be done in due course but as the area was for specified personnel only the Council insurance company had approved its use immediately.</p> <p>The Clerk had met with Lorraine from the YMCA youth bus programme in Hadlow and was pleased to report the programme was engaging with between 20&30 youngsters aged between 8 to 16yrs. Lorraine had spent some time in the Hy-Arts Centre sorting youth equipment in order that the facility could be used by the YMCA programme in the coming weeks. It was hoped that the Hy-Arts would be used for the youth work initially on Tuesday evenings but the YMCA was open to community participation and help to ensure a sustainable youth programme for the future. Interested parties should contact the parish office.</p>	
3767	<p>Public time & parish matters</p> <p>A resident raised several concerns including:</p> <ol style="list-style-type: none"> 1. <u>Parking on Carpenters Lane</u> – on going concerns would be addressed as part of the Council’s considered response to the TMBC Parking Plan when Hadlow is next on the agenda. 2. <u>Allotments on Carpenters Lane</u> - Rubbish dumped behind the garage – the Clerk had already written to allotment holders on the subject. With regards to the condition of the Poplars on the boundary with Tonbridge Road; Clerk to organise an inspection with the voluntary tree warden and organise a tree inspection if required. 3. <u>Refuse and Sweeping contract with Veolia</u> – it was confirmed that the contract was up for review and that the current schedule was still awaited. 4. <u>Old School Hall Carpark</u> – the resident’s concerns regarding children’s safety during school drop off and collection times were noted. Clerk will continue to work closely with the Head teacher with regard to this matter. <p><u>The emergency road closure on Bells Farm</u> between the junctions of Stanford Lane and Martins Lane on 13 October 2017 for one day to enable emergency drainage works to be carried out by KCC was noted.</p> <p><u>St Mary’s Church Scarecrow Trail</u> – it was reported that this had been a great success but had taken a lot of manpower to co-ordinate. It would however be scheduled to continue every other year. The event had been considered very productive from a village shop/business point of view.</p>	
3768	<p>Correspondence - None.</p>	
3769	<p>Planning Applications</p> <ul style="list-style-type: none"> • TM/17/02454/FL: Replace existing timber fencing to Puttenden Road and Higham Lane frontages with 2.1m high timber fencing. North Lodge, North Frith Park, Hadlow, TN11 9QW. HPC Agreed. • TM/17/02419/FL: Installation 2no Graf one2clean wastewater treatment systems to serve two dwellings approved under planning application TM/15/02752/FL. Oasthouse and Granary, 50 yards North East of Goose Green Farmhouse, Maidstone Road, Hadlow. 	

	<p>HPC Agreed.</p> <ul style="list-style-type: none"> • TM/17/02613/PDVAR: Prior notification: change of use of redundant agricultural building to single residential dwelling (Part3, ClassQ (a)). Honeycroft Farm, Three Elm Lane, Golden Green, TN11 0BS. HPC agreed and suggested a condition be considered to limit or prevent further development of the site. • TM/17/02488/PDVLR: Prior notification: Demolish the 1960's extension and replace it with a proportionate extension with a pitched roof. In addition it is proposed to extend the existing utility room located on the west side of the property, add a porch to the area adjacent to the front door on the east side and to erect a detached garage and car port (Part 1, Class A). Dene Lodge, Dene Park, Shipbourne Road, Hadlow, TN11 9NS. HPC Agreed. (Resident excused himself from the meeting) • TM/17/02636/TPOC: T1 Mature Oak to reduce crown by 15%. Fieldwood, 6 Hadlow Park, Hadlow, TN11 0HZ. HPC Agreed. • TM/17/02659/LB: Erection of timber frame garage, works to drive and garden, existing gas tank moved and installation of new roof window. Faulkners East Oast, Tonbridge Road, Hadlow, TN11 0AJ. HPC Agreed. 																									
3770	<p>Cemetery extension update</p> <p>Loughman Ltd had now completed all contracted works at the cemetery extension and once BdR receive information requested under The Construction (Design & Management) Regulations to ensure completion of the Health & Safety file they would issue completion certificate. Council would then pay the remaining contract sum less the 2.5% retention as per the contract.</p>																									
3771	<ul style="list-style-type: none"> • <u>Financial recommendations for approval</u>– Cllr Richardson proposed the following resolutions: <ul style="list-style-type: none"> a) Approval of September Accounts (income, expenditure, bank reconciliation, actual against budget). RESOLVED to approve September accounts (income, expenditure, bank reconciliation, actual against budget), seconded Cllr Collins and carried unanimously. b) RESOLVED to approve cheque payments to date, seconded Cllr Barbary and carried unanimously <table data-bbox="316 1704 1252 2016"> <tbody> <tr> <td>7185</td> <td>Refund to Mc Colls for cancelled Hy-Arts booking</td> <td>80.00</td> </tr> <tr> <td>7186</td> <td>J Penfold Heating & Plumbing - HOS pipe repair</td> <td>72.00</td> </tr> <tr> <td>7187</td> <td>Mackelden Civil Eng – Car park - surfacing</td> <td>14252.40</td> </tr> <tr> <td>7188</td> <td>Travis Perkins - O/Spaces equipment brooms etc</td> <td>50.87</td> </tr> <tr> <td>7189</td> <td>Clerks Wages Wk28</td> <td>2001.39</td> </tr> <tr> <td>7190</td> <td>Warden Wages Wk28</td> <td>1136.10</td> </tr> <tr> <td>7191</td> <td>Admin Wages Wk28</td> <td>580.50</td> </tr> <tr> <td>7192</td> <td>Playsafety - WardenpPlay equip checks train crse</td> <td>558.00</td> </tr> </tbody> </table> 	7185	Refund to Mc Colls for cancelled Hy-Arts booking	80.00	7186	J Penfold Heating & Plumbing - HOS pipe repair	72.00	7187	Mackelden Civil Eng – Car park - surfacing	14252.40	7188	Travis Perkins - O/Spaces equipment brooms etc	50.87	7189	Clerks Wages Wk28	2001.39	7190	Warden Wages Wk28	1136.10	7191	Admin Wages Wk28	580.50	7192	Playsafety - WardenpPlay equip checks train crse	558.00	
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	<p>7193 Petty Cash Impress 147.70</p> <p>7194 Zest Commercial Cleaning - HOS 300.00</p> <p>7195 KCC - Cleaning Materials 38.70</p> <p>7196 The Play Inspection Co. ROSPA play chcks & report 234.00</p> <p>7197 Window cleaning September 55.00</p> <p>7198 NKM Fire Protection - Hy-Arts fault repair 81.12</p> <p>Payments made by Bank transfer:</p> <p>21/09/2017 PAYE (September 2nd Payment, P6) 1095.01</p> <p>c) Donation request from Victim Support</p> <p>RESOLVED to approve donation of £50 to Victim Support. Seconded Cllr Newman and carried unanimously</p> <p>d) Quotation to update HOS alarm system</p> <p>RESOLVED to approve quotation from Spy Alarms in the sum of £398.00 net. Seconded Cllr Turner and carried unanimously</p> <p>e) Hadlow Primary School funding coach trip at £500 for Young Voices School Choir event.</p> <p>RESOLVED to approve coach payment of £500.00 with no obligation set for future years. Seconded Turner and carried.</p> <p>Cllr Turner reminded members that Finance Regulations stated annual salaries were to be discussed in October and the Clerk confirmed a Staffing meeting to review salaries would be called during October; their recommendation would then be passed to Finance & General Purposes to consider as part of the 18-19 budget.</p>	
3772	<p>To receive reports from representatives of committees and pass such resolutions thereon as may be necessary:</p> <p><u>Planning & Environment Committee:</u> -</p> <p>Signing of P&E Minutes deferred until next P&E meeting due to Chair absence.</p> <p>Consultations - the Clerk explained that Council received many consultations from both local and central government and that unfortunately response times did not always coincide with full council meetings. As a result often consultations were dealt with at committee level or if necessary electronically. Consultations were often extremely long with extensive reading being necessary to complete hence drafts established ahead of meetings as a base to work from.</p> <p><u>KALC (Tonbridge & Malling Area)</u> – Meeting due and Minutes available at parish office.</p> <p><u>TMBC Parish Partnership Panel:</u> no update.</p> <p><u>TMBC Joint Transportation Board: Hadlow Village Transport Representative:</u> The Tonbridge & Malling Borough Parking Plan continued to be actioned with Hadlow being considered in due course. In the mean-time Parish Council would prepare a draft plan ahead of consultation with TMBC.</p>	

<p>3773</p>	<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/or financial nature).</p> <p>Hy-Arts Centre – Youth Lease Agreement</p> <p>Resolved to approve the use of the Hy-Arts Centre for YMCA youth co-ordinated sessions for two defined age groups on either one or two nights a week under an annual agreement. Any occasional events to be organised through regular bookings procedure and casual hire agreement. Proposed Cllr Smith and seconded Cllr Collins and carried unanimously.</p>	
	<p>There being no further business the meeting closed at 20.57 Date of next meeting: Monday 13 November 2017 at 7.30pm at Old School Hall</p> <p>SignedDate.....</p>	