#### **HADLOW PARISH COUNCIL**

## Minutes of the meeting of Hadlow Parish Council duly convened and held on Monday 13 January 2014 at 7.30pm at Golden Green Village Hall

**Present:** Cllrs D Hammond (Chairman), E Bright, Mrs Bright, D Carey, N Collins, S Richardson, F Shaw, Mrs Shaw, Mrs Massy, K Terry, C Vernon

Also in Attendance: Melanie Stepkowski – Parish Clerk, KCC Cllr Matthew Balfour, TMBC

Cllr Howard Rogers, PCSO Kim Hockey, Mrs Hughes and 3 members of the public.

3099	Apologies for Absence	
	Apologies for absence received and approved by Council: Cllr R Morley (holiday). Apologies noted by Clerk: TMBC Cllr's Jill Anderson, Janet Sergison (other engagements).	
3100	Minutes of the Parish Council Meeting of 9 December 2013	
	Minutes were signed as a correct record. Proposed Cllr D Hammond, seconded Cllr Collins and carried unanimously.	
3101	Matters Arising from the Minutes of 9 December 2013	
	<u>Minute 3092 A26 Parking</u> – Cllr Mrs Massy notified the meeting that another big funeral was scheduled for Thursday 16 January.	
3102	Declaration of Interest	
	Cllr Carey declared a Prejudicial Interest as a staff member of Hadlow College with regards to Planning Application TM/13/03536/FL and excused himself from the meeting whilst this item was discussed.	
3103	Chairman's announcements	
	The Chair wished everyone a Happy New Year. He confirmed that there had been two candidates interviewed for one co-opted vacancy on Council ahead of the meeting and that the Clerk would notify both in writing of the decision.	Clerk
3104	TMBC Councillors reports.	
	Cllr Howard Rogers apologised for not attending several Parish Council meetings as they had clashed with his other commitments as Mayor. Both he and the Mayoress were keeping a journal of their engagements which was published on the TMBC website for public viewing.	
	With regards to the recent flooding Cllr Rogers confirmed he would be attending a meeting with all emergency services and the Environment Agency on Wednesday to discuss recent events, the procedures followed and public concerns; he would report back to the Parish. In preparation for the meeting he was currently collecting data on any areas that had suffered from the flooding and intended to push for improved flood defences within the district. He acknowledged a member of the public's view that general maintenance such as dredging the rivers and ensuring farmers etc cleared ditches was done on a regular basis.	
	In response to a question from Cllr Mrs Bright and as a member of the Golden Green Association Committee Cllr Rogers confirmed that a new notice board had been purchased for the hall and would be installed in due course.	

#### **KCC** Councillors report

Cllr Balfour confirmed he would also be attending the meeting on Wednesday to discuss recent flooding. With regards to the flooding in East Peckham he said funds had been made available to improve flood defences but works had been held off as further funding had been promised and was necessary to complete the new defences to the required standard. He was also attending another meeting on the subject in London and would push for more assistance and action with attention to detail.

(KCC Cllr then excused himself from the meeting as he had another engagement).

#### 3105 Public Time

<u>Monthly Crime Report</u>: PCSO Hockey said there had been a couple of crimes of note since the last meeting:

One Shed break in Oxenhoath Road

The theft of heating oil

Two thefts from Hadlow College

Two criminal damages – one to a vehicle in Court Lane and the damage caused to the Village Hall (Cllr Shaw as Chairman of the Village Hall corrected the meeting with regards to the damage at the Village Hall as this had reported incorrectly by a member of the public to the police as criminal damage but was actually just a result of changes to boiler controls which had set off a safety release valve hence water flowing through external pipe).

The theft of hubcaps from Maltings Close

The theft of a car also from Maltings Close

### 3106 | Parish Clerk Report

'The Christmas Period is always busy in the Parish Office with many items on the agenda.

Budget and Precept – works continued over December to ensure that documentation was fully prepared for the January meeting in order that the TMBC deadline could be met for submitting Precept requirement.

There was a slight issue with dismantling the xmas display this year as our usual electrical company went into liquidation, however with the assistance of Gala Lights, a new company was found to assist and accepted as our contractor for 2014. Donations collected to date total £325.00 which is slightly less than last year but hope there will be a last minute rush to donate before applying for the match funding available via TMBC at the end of January.

Emergency Plan – with all the recent rain our thoughts have gone to the Emergency Plan and to ensure that HOS is always available (including access to heating), Cllrs Mr & Mrs Bright have been provided all Parish Office and hall keys as a backup in case of emergency. The other key holders are the Parish Clerk and Village Warden.

The hall was well used for xmas festivities.

At the beginning of January the Parish Council organised a course with FooARage which was held at the Hy-Arts Centre with the Youth Club. Fifteen children were provided with safety helmets and given the opportunity to decorate them as they saw fit. A big thank you must be given to our KCC Cllr Mathew Balfour for securing funds for this course.

CCTV cameras have been unreliable over December, two cameras at Williams Field require attention and the hard drive for the HOS CCTV died. Both Direct-Tec and RG Networks have been informed of the necessity to complete repairs etc.

HOS – a new microwave was purchased as the old one had ceased to work and two new kettles bought. Borders – the damaged wooden frame around the border opposite Prince of Wales had been removed and would be replaced in due course.'. 3107 **Parish Matters** None (TMBC Cllr Howard Rogers & PCSO Hockey excused theirselves from the meeting as they had other engagements) 3108 Correspondence Lord Lieutenant of Kent – Civic Service 11/03/2014: Cllr Mr & Mrs Shaw would attend on Clerk behalf of the Council. (ii) Short Mat Bowls – Parking Issues: The Council acknowledged that there was not always parking availability for hall users although reserved signs had been installed. Parking was Clerk an ongoing issue with no clear solution; it was however agreed that the Clerk should look at the booking diary and see whether an earlier time of the day was available for hire by Short Mat Bowls, when parking seemed to be a little lighter within the HOS carpark. (iii) Hadlow WI Letter - HOS Kitchen: In response to the letter requesting a larger cooker, an industrial dishwasher and changes to depth of sink, Council considered the changes overall Clerk to be costly and unjustified at present as no other groups have expressed an interest in such changes. Further consideration was given to purchasing a larger cooker but until the Clerk could confirm that the hall was licensed and insured for such purposes no further discussion would take place. 3109 **Planning Applications** (Cllr Carey excused himself from the meeting for the first application) TM/13/03536/FL - Removal of condition 3 (details of footpath) and variation of condition 7 (pupil numbers) to planning permission TM/13/01705/FL (Demolition of existing stores; external alterations to existing classroom building; provision of a new temporary building; play area; perimeter fence; associated parking and pedestrian path to form a Free School for a temporary period). Hadlow Rural Community School, Ashes Lane, Hadlow **HPC Agreed** (Cllr Carey returned to the meeting) • TM/13/03778/TPOC - Ash Tree - fell. Bassetts Oast, Maidstone Road, Hadlow, TN11 0HP HPC Agreed providing the fungal infection is confirmed as dangerous and suggest a replacement tree is planted as is normal practice and as the tree is within view of a public footpath. TM/13/03802/LB - Internal alterations to provide new staircase, provision of bathrooms at first floor. Removal of chimney stack and removal of ground floor partitions and installation of four roof lights. 1 Church Street, Hadlow, TN11 0DB HPC Agreed but some concern expressed about the external alterations such as the chimney stack and roof lights.

• TM/13/03878/FL - Single storey extension. Mallards, Steers Place, Hadlow, TN11 0HA

HPC Agreed.

# 3110 To receive reports from representatives of the following committees and pass such resolutions thereon as may be necessary

Finance & General Purposes Committee

(i) To Approve Authorisation of Payments & Receipts, Bank Reconciliation for December 2014.

**RESOLVED** to accept December Payments & Receipts, Bank Reconciliation in their entirety. Proposed Cllr Richardson, seconded Cllr Mrs Massy and carried unanimously.

(ii) To recommend approval of Third Quarter Accounts – Actual Against Budget.

**RESOLVED** to accept the Third Quarter Accounts.

Proposed Cllr Richardson, seconded Cllr Shaw and carried unanimously.

(iii) To recommend approval of 2014-15 Budget, Reserves and Precept

Clerk

### RESOLVED to accept the 2014-15 Budget, Reserves and Precept £85046.10.

Proposed Cllr Collins, seconded Cllr Mrs Bright and carried unanimously.

Clerk

(iv) To recommend reinvestment of the £85,000 which was on fixed term deposit until January  $13^{th}$  to the Commonwealth SHID maturing 8 August 2014 at .95% interest.

## RESOLVED to accept reinvestment of £85,000.00 (eighty five thousand pounds) into Commonwealth SHID maturing 8 August 2014 at .95% interest.

<u>Planning & Environment Committee</u> – No meeting in December.

Staffing Committee – Nothing to report.

Community Safety Committee – Nothing to report.

<u>Hadlow Village Hall</u> – One of the two Trustees was currently out of the country and therefore no AGM could be arranged until his return, however a finance meeting would be called in his absence.

Bookings at the hall remained steady with some previous regular users returning.

Repairs – Some roof flashing was in need of replacement but the flat roof itself was in good repair. Other repairs and maintenance were also scheduled and the Village Hall Chairman said they may well write and ask for a donation to repairs at a later date.

<u>Hadlow Youth Club</u> – No meeting to report but activities continue to take place.

<u>Golden Green Village Hall</u> – The new caretakers were Rob and Rosslyn of 1 Bell Cottages; a donation to the retirement of Mr & Mrs Nobes was recommended to Council in the sum of £100.

**RESOLVED**: With regards to the retirement of Mr & Mrs Nobes a donation of one hundred pounds would be given to the Golden Green Association as parish council contribution to a retirement gift. Proposed Cllr Mrs Massy, seconded Cllr Hammond and carried unanimously.

Clerk

	KALC – No meeting.	
	TMBC Parish Partnership Panel – No meeting.	
	<u>Hadlow Village Transport Representative</u> (Joint Transportation Board) – No meeting.	
	TMBC Crime Prevention Panel – No meeting.	
	Any Other Meetings: None to report.	
3111	Motion to Exclude the Press and Public (to enable Council to consider any items on the agenda in which significant aspects would be of a confidential and financial nature).	
	There was no Motion required.	
	There being no further business the meeting closed at 20.35	
	Date of next meeting: Monday 10 February 2014 at 7.30pm in Old School Hall.	
	Signed Date	