

## HADLOW PARISH COUNCIL

### Minutes of the meeting of Hadlow Parish Council duly convened and held on Monday 7 October 2013 at 7.30pm at Golden Green Village Hall

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**Present:** Cllrs D Hammond (Chairman), Mrs Massy, D Carey, N Collins, R Morley, Mrs Shaw, Mr Shaw, K Terry.

**Also in Attendance:** Melanie Stepkowski – Parish Clerk, KCC Cllr Matthew Balfour, Mrs A Hughes, C Cabrera of Hadlow Park Association.

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<b>3057</b>	<p><b>Apologies for Absence</b></p> <p>Apologies for absence received and approved by Council: Cllrs E Bright, Mrs Bright (holiday), C Vernon (family), S Richardson (business). Apologies noted by Clerk: TMBC Cllrs Janet Sergison &amp; Jill Anderson (other engagements), Community Warden John Lees (other commitment), PCSO Mathew &amp; Hockey.</p>	
<b>3058</b>	<p><b>Minutes of the Parish Council Meeting of 9 September 2013</b></p> <p>It was noted that Cllr Mrs Shaw had not been present at the meeting of 9 September and the records were amended accordingly before they were confirmed and signed as a correct record. Proposed Cllr D Hammond, seconded Cllr Morley and carried unanimously.</p>	
<b>3059</b>	<p><b>Matters Arising from the Minutes of 8 July 2013</b></p> <p><u>Minute 3052 School Parking</u> – It was noted that the Medical Centre continued to have issues with unofficial parking in their designated parking bays particularly around school drop off and pick up times. Concerns were raised about parents parking outside of bays which were obstructing the access for emergency vehicles. The Clerk confirmed that the school had expressed their concerns and had requested a meeting with the Clerk discuss parking matters.</p>	Clerk
<b>3060</b>	<p><b>Declaration of Interest</b></p> <p>None.</p>	
<b>3061</b>	<p><b>Chairman’s announcements</b></p> <p>The Chair announced the resignation of Cllr Mrs Hyams; members expressed their gratitude to Mrs Hyams for her service to the Council and Parish.</p>	
<b>3062</b>	<p><b>TMBC Councillors reports.</b></p> <p>In her absence Cllr Anderson had asked the Clerk to confirm that with regards to the TMBC Parking Plan draft proposals; these were now outdated and a new review would be completed including a public consultation ahead of any decision. (<i>further reference minute 6069</i>)</p>	
<b>3063</b>	<p><b>KCC Councillors report</b></p> <p>Cllr Balfour said that the consultation period for the Children’s Centre (Sure Start) had now ended and the decision due. In response to Cllr Terry he explained that he believed the funds received from the government when the projects were first initiated was revenue funding for the day to day running of programmes and therefore as far as he was aware if the project was terminated there would be no recompense due to government.</p> <p>It was also noted that KCC had initiated its big re-organisation plan and needed to save two hundred and forty eight thousand pounds over the financial year.</p>	

	<i>(Cllr Balfour then excused himself from the meeting as he had another meeting to attend).</i>	
<b>3064</b>	<b>Public Time</b> No items.	
<b>3065</b>	<b>Parish Clerk Report</b> The National Joint Council (NJC) for Local Government Services had reached an agreement on the pay scales for 2013-14. Consequently the National Association of Local Councils and Society of Local Council Clerks had jointly recommended the salary scales for Clerks to be adjusted in accordance with the new spinal column points with the new rates of pay being applied as of 1 April 2013. As the Hadlow Parish Clerk's Contract of Employment is in accordance with the NJC, the Clerk would receive a 1% pay increase back dated to April 2013. This was noted by members.  Councillors Information Folders – The Clerk requested members return these as they required updating.	<b>Clerk</b>
<b>3066</b>	<b>Parish Matters</b>  'Meet the Commissioner' event was to be held on Wednesday 6 November at 6.30pm, Angel Leisure Centre, Angel Lane, Tonbridge, TN9 1QH. The Commissioner and Kent Police Chief Constable, Ian Learmonth would be attending and available to answer questions. Noted.  War Memorial & First World War Centennial – Cllr Carey confirmed that the War Memorial would not be relocated but he expressed a view that perhaps Council should encourage the parish to commemorate the Centennial of the First World War next year. In response the Clerk confirmed that she had spoken with Mrs Hughes who was involved in organising a display within the Library to mark the important anniversary and that the Atrium of the Old School Hall would also be available for an exhibition. The Clerk would keep the Council updated.	
<b>3067</b>	<b>Correspondence</b>  Dog Fouling in School Lane – A resident's concerns over dog fouling in School Lane had been shared by the Parish Council. Liaison with the TMBC dog warden and other relevant bodies continued to try and find a way to resolve the matter. It was acknowledged that continued reminders in the Parish Newsletter would continue.	
<b>3068</b>	<b>Planning Applications</b>  <b>TM/13/02910/LB &amp; TM/13/02306/FL</b> - Replacement external access/staircase. 18 North Frith Park, Hadlow, TN11 9QW  <b>HPC Agreed.</b>  <b>TM/13/02691/FL</b> - Proposed two storey extension. The Apple Store Cottage, 19 North Frith Park, Hadlow, Tn11 9QW  <b>HPC Agreed.</b>	

<b>3069</b>	<p><b>To receive reports from representatives of the following committees and pass such resolutions thereon as may be necessary</b></p> <p><u>Finance &amp; General Purposes Committee</u></p> <p>(i) To Approve Authorisation of Payments &amp; Receipts, Bank Reconciliation for September 2013.</p> <p><b>RESOLVED</b> to accept September Payments &amp; Receipts, Bank Reconciliation in their entirety. Proposed Cllr Terry, seconded Cllr Morley and carried unanimously.</p> <p>(ii) To Approve Half Year Accounts.</p> <p><i>(Members had been provided with the a report ahead of the meeting)</i></p> <p><b>RESOLVED</b> to accept the Half Year Accounts in their entirety. Proposed Cllr Collins, seconded Cllr Terry and carried unanimously.</p> <p><u>Planning &amp; Environment Committee</u></p> <p>The Chair summarised the last meeting.</p> <p>(i) To Approve Updated Emergency Plan.</p> <p><b>RESOLVED</b> to accept Version 3 Emergency Plan. Proposed Cllr Carey, seconded Cllr Collins and carried unanimously.</p> <p>(ii) Parking Plan: TMBC Cllr Anderson had revived works on the Hadlow Parking Plan and as a result the planning committee had looked at the old draft proposals (Drawing NO.DD/400/1) developed by TMBC in 2007. It was felt that these were perhaps over stringent with double yellow lines and that public consultation before any decisions were made by TMBC were imperative. The Borough Councillor had informed the Clerk that TMBC would ensure a public consultation was held before any plan was put into action; Council were pleased to hear this news but felt it would still be prudent to write to TMBC confirming they wished any consultation to be available in some form to all residents and not just those whose roads would be affected and to also ensure TMBC Cllr Anderson was copied into correspondence. The Planning Committee would continue to put the matter on the agenda.</p> <p><u>Staffing Committee</u> - next meeting 24 October at 4pm, Parish Office.</p> <p><u>Community Safety Committee</u> – Nothing to report.</p> <p><u>Hadlow Village Hall</u> – The Clerk confirmed that the Pay Back Team continued to clean up after using the hall and that checks were done before entering and departing. The current issues with unclean toilets therefore remained a mystery. It was also noted that there had been a spate of CCTV interference at the hall which would be monitored.</p> <p><u>Hadlow Youth Club</u> – Cllr Shaw with his Trustee Hat on confirmed there had been a meeting of the Youth Club, however Cllr Carey as Parish Council representative had not been aware and therefore not attended. Cllr Shaw therefore reported that Sure Start had been invoiced and booked until March 2014. The Youth Club worker Carol Tanner had produced an in depth report on activities and that the accounts had been produced up to March 2013. He felt that the committee was working productively.</p> <p><u>Golden Green Village Hall</u> – Nothing to report.</p> <p><u>KALC</u> – Meeting due.</p> <p><u>TMBC Parish Partnership Panel</u> – No meeting.</p>
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	<p><u>Hadlow Village Transport Representative</u> (Joint Transportation Board) – Nothing to report as the last meeting coincided with HPC. Minutes would be available on line.</p> <p><u>TMBC Crime Prevention Panel</u> – Minutes of the meeting would be circulated. It was noted that East Peckham Parish Council had a new CCTV system which may be worth viewing for future consideration and Cllr Morley would keep Council updated.</p> <p><u>Any Other Meetings:</u></p> <p>Kent Tree &amp; Pond Wardens – Cllr Carey had attended their meeting last month and noted that the National Tree Warden Scheme would next year celebrate its 25<sup>th</sup> anniversary of the Scheme being introduced in Kent.</p> <p>TMBC Local Plan – Cllrs Mr &amp; Mrs Bright had attended the meeting and produced a summary report for Council which was read out in their absence:</p> <p>“The meeting was to impress on us the importance of a Local Plan for TMBC and its complicated content. I will not bore you with the detail as that is in the overheads. It is a 20 yr plan to control development proposals rather than they come under the National Policy Framework. There will be two consultations one at the evidence base gathering stage in early 2014 and then again when the draft plan is produced in summer 2014. Before that the planning officers want to meet with each Parish Council on a one to one basis before this Christmas. They want us to consider the subjects lay out on page 15 of the overheads in advance of that meeting and put forward any suggestions and concerns we have.</p> <p>TMBC have sufficient unimplemented housing planning applications to cover several years but will be evaluating their viability. The housing quota is driven by government and therefore if insufficient Brownfield sites or windfall sites are available then here is an expectation that green belt sites will be released to fill the quota. This is already happening in Maidstone area. Therefore green belt boundaries will be reviewed and although conservation and characteristic areas will be useful in assessment they will not remain sacrosanct should the need arise.</p> <p>Part of the Local Plan is the Infrastructure Delivery Plan so we should also consider items for this such as parking, health facilities etc.”</p> <p>Cllr Carey concluded that Council should facilitate a meeting to discuss the relative issues noted in the summary report as the Local Plan was very important and to confirm whether it would be Green Belt or Green Field sites released. He also highlighted the fact that Hadlow Village had now been declassified as a Rural Centre and considered an Urban Settlement, although the remainder of the Parish remained Rural.</p>	
3070	<p><b>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).</b></p> <ol style="list-style-type: none"> <li><u>Solicitors:</u> Warners Solicitors to be written to with time being of the essence with regards to any outstanding fees.</li> <li><u>Village Hall &amp; Hy-Arts:</u> Council were made aware of a concern from a resident as to the procedure for booking the Village Hall. Council explored the option of managing bookings and accounts for the Village Hall however the Chairman of the Hall – Cllr Freddie Shaw declined the assistance and confirmed that he would continue to take responsibility for the accounts and bookings as Village Hall Chairman. To alleviate any further booking issues he permitted the Parish Office to provide his personal mobile number to people asking the office for hiring details. It was agreed that as the Village Hall was not under Parish Council all letters of concerns would be addressed immediately to the Village Hall Committee. The Clerk would communicate with the resident who had raised the concern and update him on the situation.</li> </ol>	Clerk

	<p>With regards to the proposed new Lease for Village Hall and Hy-Arts centre a recommendation to use Pengelly Solicitors was put to Council.</p> <p><b>RESOLVED:</b> To instruct Pengelly Solicitors to draw up new lease. Proposed Cllr Hammond, seconded Cllr Collins and carried unanimously.</p> <p>2. <u>Cemetery Extension</u> – nothing to report, action from solicitors awaited.</p>	
	<p>There being no further business the meeting closed at 21.05</p> <p>Date of next meeting: Monday 11 November 2013 at 7.30pm in Old School Hall.</p> <p>Signed ..... Date.....</p>	