

## HADLOW PARISH COUNCIL

### Minutes of the meeting of Hadlow Parish Council duly convened and held on Monday 12 January 2015 at 7.30pm at Golden Green Village Hall

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

**Absent:** Cllrs D Hammond (Chairman) – other business commitment, P Jones (unwell)

**Also in Attendance:** Melanie Stepkowski – Parish Clerk, KCC Cllr M Balfour, TMBC Cllr Jill Anderson, PCSO's Toni Matthews & Kim Hockey and 2 members of the public

<b>3265</b>	<b>Apologies for Absence</b> Apologies noted by Clerk: TMBC Cllrs Janet Sergison (other meeting), Howard Rogers (holiday).	
<b>3266</b>	<b>Minutes of the Parish Council Meeting of 8 December 2014</b> Minutes signed as a correct record subject to alteration of the word 'Money penny' to 'Monypenny' in Minute 3256. Proposed Cllr Mrs Massy, seconded Cllr Bright and carried unanimously.	
<b>3267</b>	<b>Matters Arising from the Minutes of 8 December 2014</b> Minute 3257 Replacement tree for the border – the Clerk awaited confirmation for planting. KCC Cllr Balfour said the tree had been ordered and purchased through his members fund and he would chase up.	
<b>3268</b>	<b>Declaration of Interest</b> None.	
<b>3269</b>	<b>Chairman's Announcements</b> Community Country Fayre preparations continued to progress with HPC agreeing to pay for road closure £450, traffic management costs and possibly insurance. Mr Mernagh and the Cricket club continued to be responsible for the organisation of the event.	
<b>3270</b>	<b>TMBC Councillors Reports</b> The Borough Council were focused on 2015-16 budgets during January. BT Pole at St Mary's Church: Cllr Anderson had confirmed with TMBC Planning department that British Telecom did not require permission to relocate a telephone pole but due to the proposed style of column being situated within a Conservation area and in the site line of several listed buildings she would do her best to ensure an alternative proposal was put forward to BT. It was also noted that the Lime trees within the churchyard were due to be pollarded and perhaps information would be valuable to BT as the existing pole was situated amongst these trees, additionally a neighbouring resident had offered to have BT equipment within his grounds. The clerk would liaise with Cllr Anderson with regards to this matter and KCC Cllr Balfour asked to be kept in the loop.	<b>Clerk /JA</b>
<b>3271</b>	<b>KCC Councillors Report</b> Leigh Barrier: Cllr Balfour would be looking at possible finance resources for financing flood schemes within Kent. The Parish Council continued to look at what statutory powers would enable them to make a financial contribution. Community Wardens – he confirmed the scheme would be continued.	<b>Clerk</b>

	<p>Libraries – further consultation was being held with the possibility of libraries being operated under a Charitable Trust.</p> <p>Speed Sign – Cllr Balfour had investigated costs for a sign to be placed the college end of the village and the estimate was around £11-£15k dependent on power supply. He was willing to use his members fund towards costs if parish council would also contribute. He confirmed that KCC ordered such equipment in batches so delivery would be dependent on held stock. It was hoped the project could be completed within this financial year with the sign stating ‘slow 30mph’.</p> <p><i>[Cllr Balfour was then excused from the meeting to attend another parish meeting]</i></p>	Clerk
<b>3272</b>	<p><b>Public Time</b></p> <p>Crime Figures – 2 burglary other than dwelling, 4 criminal damage and 2 anti-social behaviour (nuisance youths in square).</p> <p>PCSO Toni Matthews reported that issues with underage children drinking alcohol in the village continued to be dealt with and patrols at times when incidents were known to occur scheduled. The Licensing officer had visited local stores and the college wardens were working with the police with incidents related to their students.</p>	
<b>3273</b>	<p><b>Parish Clerk Report</b></p> <p>Year Planner 2015-16 - Members confirmed receipt of the draft planner and its acceptance was proposed and agreed.</p> <p>The Clerk confirmed that a meeting with Oakover Nurseries in Ashford had been organised for the following day to discuss cemetery extension hedgerows; Cllr Carey would attend with the Clerk. Members agreed to a mixed species hedge. On the subject of the extension the Clerk confirmed that two trees had now been removed in preparation of the new entrance and Commercial Services asked for path construction costs.</p> <p>Play Equipment – Companies were due to meet with the Clerk to discuss quotations and drawings within the next two weeks.</p> <p>Community Country Fayre – Both the Clerk and Admin Assistant had met with Mr Mernagh to discuss plans for the fayre and the notes would be made available to councillors once completed.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<b>3274</b>	<p><b>Parish Matters</b></p> <p>Victoria Road – the road was noted to be in bad condition with mud and flooding issues. TMBC Cllr Anderson would continue to look at resolving the matter.</p> <p>Booklets – What Should I do in an emergency? The booklets were available in the parish office and members asked to distribute locally.</p>	TMBC /JA
<b>3275</b>	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>• Gatwick Airport - Gatwick Flight Path Changes and Flight Path Options for the Future. Members agreed to participate in meetings.</li> <li>• Parish Polls Consultation – 2 members had responded and these would be used to assist the Clerk in her response.</li> <li>• Lord Lieutenant of Kent – Civic Service 10/3/2015: Cllr Richardson would attend.</li> <li>• Kent County Council Minerals &amp; Waste Policy – the anticipated date for public viewing of</li> </ul>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	Wednesday 11 February 2015 potentially running for two weeks was noted.																																																	
<b>3276</b>	<p><b>Planning Applications</b></p> <ul style="list-style-type: none"> <li>• <b>TM/14/03918/FL</b> - A brick build front entrance porch with slate tiled roof to nos.7&amp;8 Pittswood Cottages. Single storey brick built structure with pitched late tiled roof. 7 and 8 Pittswood Cottages, Ashes Lane, Hadlow, TN11 0AR <b>HPC Agreed.</b></li> <li>• <b>TM/14/02816/FL</b> – Change of use of land to a private gypsy and traveler caravan site consisting of 2no. pitches. Alans Hectare, Cemetery Lane, Hadlow, TN11 0LT. <b>HPC Objected to development within Green Belt.</b></li> <li>• <b>TM/14/04204/FL</b> – Conversion of attic space above garage building to create a self contained one bedroom annex ancillary to the main dwelling. The Hermitage, Tonbridge Road, Hadlow, TN11 0AS. <b>HPC Agreed.</b></li> </ul>																																																	
<b>3277</b>	<p><b>To receive reports from representatives of the following committees and pass such resolutions thereon as may be necessary</b></p> <ul style="list-style-type: none"> <li>• <u>Finance &amp; General Purposes Committee</u></li> </ul> <p>1. To recommend approval of 2015/16 Budget and Precept Requirement</p> <p><b>RESOLVED</b> to approve the 2015/16 Budget with expenditure £165,172, receipts £88408 and Precept requirement £76,764.00. Proposed Cllr Richardson, seconded Cllr Shaw and carried unanimously. <i>[increased tax base meant bands charge was lower than last year]</i></p> <p><b>RESOLVED</b> to approve Earmarked Reserves set out below as recommended by F&amp;GP :</p> <table> <tr> <td>a) Cemetery Extension</td> <td>£30,000.00</td> <td>Hall Refurbishment</td> <td>£5, 585.11</td> </tr> <tr> <td>b) Buildings &amp; Land</td> <td>£10,000.00</td> <td>Hadlow Rangers Donation</td> <td>£ 8,570.00</td> </tr> <tr> <td>c) Open Spaces &amp; Play Areas</td> <td>£40,000.00</td> <td></td> <td></td> </tr> </table> <p>Proposed Cllr Richardson, seconded Cllr Terry and carried unanimously.</p> <p>2. To recommend approval of Accounts for December to include Payments &amp; Receipts, Bank Reconciliation, Actual against Budget.</p> <p><b>RESOLVED</b> to approve December Payments &amp; Receipts, Bank Reconciliation, Actual against Budget in their entirety. Proposed Cllr Richardson, seconded Cllr Vernon and carried unanimously.</p> <p>3. To recommend approval of cheque payments listed for December,</p> <table> <tr> <td>6518</td> <td>King &amp; Sons Kent Ltd - Skip hire</td> <td>262.00</td> </tr> <tr> <td>6519/20/21</td> <td>Admin, Warden, Clerk - Wages</td> <td>2282.10</td> </tr> <tr> <td>6522</td> <td>PAYE</td> <td>977.31</td> </tr> <tr> <td>6523</td> <td>Greenbarnes Ltd – Noticeboard</td> <td>505.61</td> </tr> <tr> <td>6524</td> <td>Gel Creative - Dec Web Admin</td> <td>150.00</td> </tr> <tr> <td>6525</td> <td>Commercial Trad Svs – Hanging Baskets Trading Fund</td> <td>2,054.40</td> </tr> <tr> <td>6526</td> <td>J C White Geomatics - Cem Ex</td> <td>790.80</td> </tr> <tr> <td>6527</td> <td>Zest Cleaning - Hall</td> <td>223.20</td> </tr> <tr> <td>6528</td> <td>Commercial Trad Svs - Summer Works</td> <td>5,755.20</td> </tr> <tr> <td>6529</td> <td>KCS, Cleaning Materials 2071822/2122839</td> <td>310.56</td> </tr> <tr> <td>6530</td> <td>Samaritans Donation S137</td> <td>100.00</td> </tr> <tr> <td>6531</td> <td>Hadlow Bowls Club Donation</td> <td>300.00</td> </tr> </table>	a) Cemetery Extension	£30,000.00	Hall Refurbishment	£5, 585.11	b) Buildings & Land	£10,000.00	Hadlow Rangers Donation	£ 8,570.00	c) Open Spaces & Play Areas	£40,000.00			6518	King & Sons Kent Ltd - Skip hire	262.00	6519/20/21	Admin, Warden, Clerk - Wages	2282.10	6522	PAYE	977.31	6523	Greenbarnes Ltd – Noticeboard	505.61	6524	Gel Creative - Dec Web Admin	150.00	6525	Commercial Trad Svs – Hanging Baskets Trading Fund	2,054.40	6526	J C White Geomatics - Cem Ex	790.80	6527	Zest Cleaning - Hall	223.20	6528	Commercial Trad Svs - Summer Works	5,755.20	6529	KCS, Cleaning Materials 2071822/2122839	310.56	6530	Samaritans Donation S137	100.00	6531	Hadlow Bowls Club Donation	300.00	<p>Clerk</p> <p>Clerk</p>
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	<p><b>RESOLVED</b> to approve cheque payments as listed for December 2014: Proposed Cllr Richardson, seconded Cllr Carey and carried unanimously.</p> <p>4. Donation Requests for recommendation to Council: Hadlow Bowls Club, Samaritans, and TMBC Y2 Summer Scheme.</p> <p><b>RESOLVED</b> to accept donations to: Hadlow Bowls Club £300.00 towards costs related to fencing and equipment. Samaritans £100 under Section 137. TMBC Y2 Programme £500.00 to be paid after year end and as agreed as part of 2015-16 budget. Proposed Cllr Richardson, seconded Cllr Terry and carried unanimously.</p> <p>5. To recommend approval of Walking Leaflets Reprint.</p> <p><b>RESOLVED</b> to accept the reprint costs for the Walking Leaflets at £650.00 for 500 of each of the four leaflets and £45 folding costs. Proposed Cllr Richardson, seconded Cllr Terry and carried unanimously.</p> <p><u>Planning &amp; Environment Committee</u> – Cllr Carey confirmed there had been no December meeting.</p> <p>Solar Park - An addendum to the Traffic Management Plan had been received which addressed concerns raised as to the use of the entrance by Hartlake Bridge. Members noted however that congestion by the bridge etc remained. Members would continue to monitor the situation.</p> <p><u>Staffing Committee</u> – No meeting.</p> <p><u>Community Safety Committee</u> – No meeting.</p> <p><u>Hadlow Village Hall</u> – No meeting.</p> <p><u>Hadlow Youth Club</u> – No meeting.</p> <p><u>Golden Green Village Hall</u> – No meeting.</p> <p><u>KALC</u> – No meeting.</p> <p><u>TMBC Parish Partnership Panel</u> – No meeting.</p> <p><u>Hadlow Village Transport Representative (Joint Transportation Board)</u> – No meeting.</p> <p><u>TMBC Crime Prevention Panel</u> – No meeting.</p>	<p>Clerk</p> <p>Clerk</p>
<p><b>3278</b></p>	<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> <p>Motion not required as there was nothing to report or discuss on following items.</p> <p>a) Preschool – Variation of Deed with KCC and letter of notice: No progress to report.  b) Medical Centre – License to Assign update: No progress to report.  c) Village Hall &amp; Hy-Arts Centre – Lease renewal: No progress to report.</p>	
	<p>There being no further business the meeting closed at 20.43</p> <p>Date of next meeting: Monday 9 February 2015 at 7.30pm in Old School Hall</p> <p>Signed .....</p>	<p>Date.....</p>