

## HADLOW PARISH COUNCIL

### Minutes of the meeting of Hadlow Parish Council duly convened and held on Monday 9 April 2018 at 7.30pm at Golden Green Village Hall

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**Present:** Cllrs N Collins (Chairman), C Barbary, E Bright, L Bright, D Carey, C Hyams, S Richardson, R Morley.

**Also in Attendance:** M Stepkowski (Parish Clerk), A Hughes (Kent Messenger reporter), Hadlow Park Association representatives.

<b>3846</b>	<p><b>To receive apologies, reasons and approval of absences</b></p> <p>Apologies and reasons for absence received and approved by Council: Cllrs J Massy, J Newman, R Smith. Proposed Cllr Collins, seconded Cllr L Bright and carried.</p> <p>Other apologies noted: TMBC Cllrs Anderson, Sergison &amp; Rogers &amp; KCC Cllr Balfour (meeting), PCSO Toni Matthew.</p>	
<b>3847</b>	<p><b>To receive declarations of members' interests</b></p> <p>No declarations made.</p>	
<b>3848</b>	<p><b>To resolve minutes of the parish council meeting held on 12 March were a correct record.</b></p> <p><b>RESOLVED to approve the minutes of 12/03/2018 as a correct record.</b> Proposed Cllr Hyams, seconded Cllr E Bright and carried unanimously.</p>	
<b>3849</b>	<p><b>To receive an update on progress of resolutions &amp; matters from the last meeting – updates only on matters not currently on agenda</b></p> <p>No matters addressed.</p>	
<b>3850</b>	<p><b>To receive oral reports from TMBC &amp; KCC Councillors</b></p> <p>No reports.</p>	
<b>3851</b>	<p><b>Report from PCSO</b></p> <p>No report.</p>	
<b>3852</b>	<p><b>Clerks report</b></p> <p>The office staff continued to prepare for year end. The trial areas for top surfacing at the cemetery extension were being laid during the week and Councillors encouraged to take a look in order that a decision could be made.</p>	
<b>3853</b>	<p><b>Public time &amp; parish matters</b></p> <p>The meeting acknowledged and noted with sadness the recent loss of Nadine Jane, who had been Chair of Parish Council between the years May 1986 to April 1989.</p> <p>Pot Hole – a hole on the junction of Carpenters Lane and Hope Avenue was noted.</p> <p>Fly Tipping Golden Green – tipping had been noted and would be reported.</p> <p>Laxton Farm – an update from TMBC enforcement was requested.</p> <p>Parking in Square – Cllr Morley suggested that the parking in the Square be limited to half an hour. The Clerk to provide details of Borough parking officer.</p>	

	<p>MT125 - the water level continued to make the bridge and area impassable. It was noted that Public Rights of Way had confirmed this path was the responsibility of Kent County Council (KCC). Cllr Morley to contact KCC.</p> <p>Annual Litter pick – Council expressed their gratitude to those that took part.</p>																																																													
<b>3854</b>	<p><b>Correspondence</b></p> <p>The Chair confirmed the written resignations of both Mr Simon Phillips and Mr Denis Turner. Vacancy notice had been issued and TMBC confirmed no election required. Members had agreed a review of council membership procedures and policies.</p>																																																													
<b>3855</b>	<p><b>To consider planning applications</b></p> <ul style="list-style-type: none"> <li>• <b>TM/18/00650/FL</b> – Construction of stables for private use (resubmission of application TM/06/02888/FL), Bourne Cottage, Blackmans Lane, Hadlow, TN11 0AX. <b>HPC Agreed.</b></li> <li>• <b>TM/18/00707/FL</b> – Single storey rear extension. Pitts Cottage, Matthews Lane, Hadlow, TN11 0JG. <b>HPC Agreed.</b></li> </ul>																																																													
<b>3856</b>	<p><b>Financial recommendations for approval– Cllr Richardson proposed the following resolutions:</b></p> <p>a) To authorise cheque and bank transfer payments: <b>RESOLVED to approve cheque and bank transfer payments.</b> Seconded Cllr L Bright and carried unanimously.</p> <table border="1"> <tr> <td>7281</td> <td>Hy-Arts keys - 2 sets cut (reimbursement to clerk)</td> <td>56.00</td> </tr> <tr> <td>7282</td> <td>Window cleaning - March</td> <td>55.00</td> </tr> <tr> <td>7283</td> <td>Metcalfe Briggs surveyors - HOS &amp; Medical Centre survey</td> <td>954.00</td> </tr> <tr> <td>7284</td> <td>British Gas - Medical centre boiler repair</td> <td>212.06</td> </tr> <tr> <td>7285</td> <td>Bourne Amenity - Surrey Loam (Williams Field) KCC funded</td> <td>644.40</td> </tr> <tr> <td>7286</td> <td>Spy alarms ltd - control panel battery HOS</td> <td>45.60</td> </tr> <tr> <td>7287</td> <td>Travis Perkins - open spaces supplies (tarp &amp; paint)</td> <td>133.82</td> </tr> <tr> <td>7288</td> <td>Hire station - equipment for grounds maintenance</td> <td>253.48</td> </tr> <tr> <td>7289</td> <td>Petty cash</td> <td>142.31</td> </tr> <tr> <td>7290</td> <td>Petty cash</td> <td>97.25</td> </tr> <tr> <td>7291</td> <td>Stackhouse Poland Ltd - Came &amp; Co. Truck insurance</td> <td>487.20</td> </tr> <tr> <td>7292</td> <td>Zest Commercial Cleaning Ltd - HOS &amp; HY-Arts monthly clean</td> <td>390.00</td> </tr> <tr> <td>7293</td> <td>Kent County Council (KCS) cleaning supplies</td> <td>69.30</td> </tr> <tr> <td>7294</td> <td>KALC - planning conference fee</td> <td>72.00</td> </tr> <tr> <td>7295</td> <td>ICCM - Annual membership 2018/19</td> <td>90.00</td> </tr> <tr> <td>7296</td> <td>Kent Grassland Services - March grounds maintenance</td> <td>1021.20</td> </tr> <tr> <td>7297</td> <td>EON - balance due for Xmas lights electricity</td> <td>2.21</td> </tr> <tr> <td></td> <td><b>Payments made by Bank transfer March</b></td> <td></td> </tr> <tr> <td>26/03/18</td> <td>Manhattan flooring - Various repair/maintenance services</td> <td>418.00</td> </tr> <tr> <td>12/4/18</td> <td><b>Payments made by Bank transfer beginning April</b></td> <td></td> </tr> </table>	7281	Hy-Arts keys - 2 sets cut (reimbursement to clerk)	56.00	7282	Window cleaning - March	55.00	7283	Metcalfe Briggs surveyors - HOS & Medical Centre survey	954.00	7284	British Gas - Medical centre boiler repair	212.06	7285	Bourne Amenity - Surrey Loam (Williams Field) KCC funded	644.40	7286	Spy alarms ltd - control panel battery HOS	45.60	7287	Travis Perkins - open spaces supplies (tarp & paint)	133.82	7288	Hire station - equipment for grounds maintenance	253.48	7289	Petty cash	142.31	7290	Petty cash	97.25	7291	Stackhouse Poland Ltd - Came & Co. Truck insurance	487.20	7292	Zest Commercial Cleaning Ltd - HOS & HY-Arts monthly clean	390.00	7293	Kent County Council (KCS) cleaning supplies	69.30	7294	KALC - planning conference fee	72.00	7295	ICCM - Annual membership 2018/19	90.00	7296	Kent Grassland Services - March grounds maintenance	1021.20	7297	EON - balance due for Xmas lights electricity	2.21		<b>Payments made by Bank transfer March</b>		26/03/18	Manhattan flooring - Various repair/maintenance services	418.00	12/4/18	<b>Payments made by Bank transfer beginning April</b>		
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12/4/18	Clerks wages - April	2114.04
12/4/18	Wardens wages - April	1164.76
12/4/18	Admin Assistant wages - April	780.96
12/4/18	PAYE - April	1226.55

**b) Accounts for March (Receipts, Payments, Bank Reconciliation, Actual against Budget, 4<sup>th</sup> Quarter report) for recommendation to full Council.**

**RESOLVED to approve March accounts in their entirety with oral report from Cllr Richardson.** Seconded Cllr L Bright and carried unanimously.

**c) To approve Annual Governance Statement as part of the Annual Return.**

**RESOLVED to approve Annual Governance Statement as part of the Annual Return.** Seconded Cllr E Bright and carried unanimously.

**3857** To receive reports from representatives of committees and pass such resolutions thereon as may be necessary:

Planning & Environment Committee (P&E): - Cllr E Bright reported on the meeting and confirmed that both he and Cllr Morley would meet with the parish office staff to discuss the Maintenance Management Plan for Old School Hall.

Kent Association of Local Councils Annual Planning Conference: Cllrs E Bright, Morley and Hyams had attended and found it to be an informative conference and slides for both the planning and talk on tree audits & management would be available via the parish office.

KALC (Tonbridge & Malling Area) – No meeting.

TMBC Parish Partnership Panel: No meeting.

TMBC Joint Transportation Board: Hadlow Village Transport Representative: No meeting.

**3858** **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).**

No motion required.

There being no further business the meeting closed at 20.07  
Date of next meeting: Monday 14 May 2018 at 7.30pm at Old School Hall, Hadlow.  
(Annual Parish Council Meeting).

Signed .....Date.....