

HADLOW PARISH COUNCIL

Minutes of the meeting of Hadlow Parish Council duly convened and held on Monday 08 July 2019 at 7.30pm in Golden Green Mission Hall

Present: Cllrs N Collins (Chairman), C Barbary, M Barrett, E Bright, L Bright, D Carey, M Harvey, C Hyams, J Massy, R Morley J Newman, S Richardson.

Also in Attendance: Melanie Stepkowski (Clerk), Community Warden Sandra Edmonds, Hadlow Park Association representatives.

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| 4025 | <p>To receive apologies, reasons and approval of absences</p> <p>Apologies and reasons for absence received and approved by Council – None</p> <p>Other apologies noted: KCC Cllr M Balfour (personal), TMBC Cllr’s J Sergison, J Anderson & H Rogers (other meeting), PCSO.</p> | |
| 4026 | <p>To receive declarations of members’ interests</p> <p>Cllr Richardson (resident) – Planning App TM/19/01540/TNCA</p> | |
| 4027 | <p>To resolve the Council Minutes of 10 June 2019 as a correct record:</p> <p>RESOLVED to approve Council Minutes of 10 June 2019. Proposed Cllr Harvey, seconded Cllr Hyams and carried unanimously.</p> | |
| 4028 | <p>To resolve the Extra Ordinary Minutes of 1 July as a correct record:</p> <p>RESOLVED to approve Extra Ordinary Minutes of 1 July 2019. Proposed Cllr Barbary, seconded Cllr L Bright and carried unanimously.</p> | |
| 4029 | <p>To receive an update on progress of resolutions & matters from the last two full Council meetings – updates only on matters not currently on agenda</p> <p>No matters.</p> | |
| 4030 | <p>To receive oral reports from TMBC & KCC Councillors</p> <p>No Councillors in attendance and no report.</p> | |
| 4031 | <p>To receive report from PCSO & Community Warden</p> <p>Community Warden reported there had been several neighbour disputes. These had been resolved with intervention from the Community Warden and PCSO..</p> | |
| 4032 | <p>To receive Clerk’s report:</p> <p>The parish council office computer had been subject to a virus attack. No data breach occurred and the computer technician had restored data after three days.</p> | |
| 4033 | <p>Public time & parish matters</p> <p><u>Hadlow Scarecrow Trail 21 & 22 September.</u> Theme this year was “Nursery Rhymes and Fairy tales”. Council agreed to take part once again this year.</p> <p><u>Community Breakfast</u> – attendance had been good on Sunday and word was spreading. Clerk confirmed that it will continue to be held first Sunday of every month between 9am and 11am. Next one is Sunday 4 August.</p> | |

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| | <p><u>Hadlow Butterflies</u> – A new website had been established as a guide to the butterflies in Hadlow Parish, how to identify them and where and when to find them. A link to the site was to be placed if possible, on the Parish Council website.</p> | | | | | | | | | | | | | | | | | | | | | | |
| 4034 | <p>Correspondence – <i>available for inspection by Members before or after the meeting. Members of the public are free to view correspondence at the discretion of the Clerk or Chairman</i></p> <p>Kent Mediation and Citizens Advice thanked Council for the donations received.</p> | | | | | | | | | | | | | | | | | | | | | | |
| 4035 | <p>To consider planning applications:</p> <ul style="list-style-type: none"> • TM/19/01493/TNCA - Weeping Willow adjacent to pond to pollard to 6ft. Hadlow Castle, High Street, Hadlow, TN11 0EG. HPC Agreed. • TM/19/01510/TNCA - G1 Lime to fell to near ground level, score the surface of the stumps, and apply approved herbicide spray to inhibit future regrowth. (Trees are located in the visitors carpark at North Frith). HPC Object. • TM/19/01511/TNCA - T1 Cherry to fell to near ground level and T2 Silver Birch to prune to reduce protruding laterals by approx. 2m and to prune to thin the remaining crown by no more than 20%. Corner Cottage, 5 North Frith Park, Hadlow. North Frith Park, Hadlow, TN11 9QW. HPC Agreed to pruning Birch HPC Object to felling of Cherry Tree • TM/19/01540/TNCA - Various tree works to young Purple Beech, two flowering Cherries and one Cherry Plum within the grounds. The Maltings, Carpenters Lane, Hadlow. HPC Agreed. • TM/19/01555/TNCA - Group of 10 Lime trees to repollard back to previous points resulting in height of 6m. St Marys Church, Church Street, Hadlow. HPC Agreed. • TM/19/01408/TPOC - Reduce crown of Oak tree by 25%. Calobra 25 Hadlow Park Hadlow Tonbridge Kent TN11 0HY HPC Object insufficient information. <p><i>It was noted that there was a Holly and Elder by the South Wall at St Mary's Church which required removal to protect the Listed wall. Cllr Carey to measure both trees to see whether planning application would be required.</i></p> | | | | | | | | | | | | | | | | | | | | | | |
| 4036 | <p>Finance</p> <p>a) To authorise payments. RESOLVED to approve cheque and bank transfer payments as below, proposed Cllr Richardson, seconded Cllr L Bright and carried unanimously.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">Chq Payments</td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">7445</td> <td>Citizens Advise S139 - donation</td> <td style="text-align: right;">50.00</td> </tr> <tr> <td style="text-align: right;">7446</td> <td>West Kent Mediation S139 - donation</td> <td style="text-align: right;">50.00</td> </tr> <tr> <td style="text-align: right;">7447</td> <td>King & Sons Kent - skip hire</td> <td style="text-align: right;">250.00</td> </tr> <tr> <td style="text-align: right;">7448</td> <td>4th Platform - back up, adsl, office complete</td> <td style="text-align: right;">531.34</td> </tr> <tr> <td style="text-align: right;">7449</td> <td>Driver Vehicle Agency S19 Permit</td> <td style="text-align: right;">22.00</td> </tr> <tr> <td style="text-align: right;">7450</td> <td>Community Transport Ass membership</td> <td style="text-align: right;">120.00</td> </tr> </table> | Chq Payments | | | 7445 | Citizens Advise S139 - donation | 50.00 | 7446 | West Kent Mediation S139 - donation | 50.00 | 7447 | King & Sons Kent - skip hire | 250.00 | 7448 | 4th Platform - back up, adsl, office complete | 531.34 | 7449 | Driver Vehicle Agency S19 Permit | 22.00 | 7450 | Community Transport Ass membership | 120.00 | |
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| | <p>Faster Payments</p> <table border="0"> <tr> <td>15</td> <td>13/06/19</td> <td>Golden Green Mower - brushcutter</td> <td>3250.00</td> </tr> <tr> <td>16</td> <td>21/06/19</td> <td>Gel Creative - Feb to Ap web admin</td> <td>450.00</td> </tr> <tr> <td>17</td> <td>21/06/19</td> <td>Zest Commercial Clean - May</td> <td>505.08</td> </tr> <tr> <td>18</td> <td>21/06/19</td> <td>Golden Green Mower - repair equipment</td> <td>60.00</td> </tr> <tr> <td>19</td> <td>21/06/19</td> <td>Down to Earth Tree - inv3644 Ash tree carp lane</td> <td>1434.00</td> </tr> <tr> <td>20</td> <td>21/06/19</td> <td>Flash Welding Services Ltd - fencing May Vault</td> <td>4620.00</td> </tr> <tr> <td>21</td> <td>21/06/19</td> <td>kcc - Supplies Inv5605</td> <td>63.78</td> </tr> <tr> <td>22</td> <td>21/06/19</td> <td>SOS Storage on site Ltd - container S106 monies</td> <td>2280.00</td> </tr> <tr> <td>23</td> <td>05/07/19</td> <td>HMRC P16</td> <td>1210.22</td> </tr> <tr> <td>24</td> <td>05/07/19</td> <td>Clerks Wages Wk16</td> <td>2200.90</td> </tr> <tr> <td>25</td> <td>05/07/19</td> <td>Warden Wages Wk16</td> <td>1224.28</td> </tr> <tr> <td>26</td> <td>05/07/19</td> <td>Admin Wages Wk16</td> <td>583.35</td> </tr> <tr> <td>27</td> <td>05/07/19</td> <td>Zest Commercial Clean - June</td> <td>430.56</td> </tr> <tr> <td>28</td> <td>05/07/19</td> <td>Window Cleaning July</td> <td>55.00</td> </tr> </table> <p><i>Figures in red were shown on last months payments but bank processing was delayed until June.</i></p> <p>b) To approve June accounts.</p> <p>RESOLVED to approve June accounts in their entirety. Proposed Cllr Richardson, seconded Cllr L Bright and carried unanimously.</p> | 15 | 13/06/19 | Golden Green Mower - brushcutter | 3250.00 | 16 | 21/06/19 | Gel Creative - Feb to Ap web admin | 450.00 | 17 | 21/06/19 | Zest Commercial Clean - May | 505.08 | 18 | 21/06/19 | Golden Green Mower - repair equipment | 60.00 | 19 | 21/06/19 | Down to Earth Tree - inv3644 Ash tree carp lane | 1434.00 | 20 | 21/06/19 | Flash Welding Services Ltd - fencing May Vault | 4620.00 | 21 | 21/06/19 | kcc - Supplies Inv5605 | 63.78 | 22 | 21/06/19 | SOS Storage on site Ltd - container S106 monies | 2280.00 | 23 | 05/07/19 | HMRC P16 | 1210.22 | 24 | 05/07/19 | Clerks Wages Wk16 | 2200.90 | 25 | 05/07/19 | Warden Wages Wk16 | 1224.28 | 26 | 05/07/19 | Admin Wages Wk16 | 583.35 | 27 | 05/07/19 | Zest Commercial Clean - June | 430.56 | 28 | 05/07/19 | Window Cleaning July | 55.00 | |
| 15 | 13/06/19 | Golden Green Mower - brushcutter | 3250.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 16 | 21/06/19 | Gel Creative - Feb to Ap web admin | 450.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 17 | 21/06/19 | Zest Commercial Clean - May | 505.08 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 18 | 21/06/19 | Golden Green Mower - repair equipment | 60.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19 | 21/06/19 | Down to Earth Tree - inv3644 Ash tree carp lane | 1434.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 20 | 21/06/19 | Flash Welding Services Ltd - fencing May Vault | 4620.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 25 | 05/07/19 | Warden Wages Wk16 | 1224.28 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 27 | 05/07/19 | Zest Commercial Clean - June | 430.56 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 28 | 05/07/19 | Window Cleaning July | 55.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4037 | <p>To receive reports from representatives of committees and pass such resolutions thereon as may be necessary:</p> <p><u>Planning & Environment Committee (P&E):</u> Cllr E Bright reported on the last meeting:</p> <p>a) To Resolve and sign the Minutes of meeting Tuesday 25 June 2019. RESOLVED to approve and sign Minutes of Tuesday 25 June 2019. Proposed Cllr E Bright, seconded Cllr Collins and carried unanimously.</p> <p>b) To Recommend to Council survey of Listed Wall at St Mary's Churchyard RESOLVED to complete Condition Survey. Proposed Cllr E Bright, seconded Cllr Collins and carried unanimously.</p> <p><u>KALC (Tonbridge & Malling Area)</u> – No meeting.</p> <p><u>TMBC Parish Partnership Panel:</u> Minutes available on TMBC website.</p> <p><u>TMBC Joint Transportation Board:</u> No report.</p> <p><u>TMBC Standards Committee</u> – Cllr Newman had attended the meeting at which members were reminded of the importance of keeping Councillors Pecuniary Interest forms complete and up to date.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4038 | <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 financial nature).</p> <p>RESOLVED to exclude the press and public. Proposed Cllr Collins, seconded Cllr Massy and carried unanimously.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| 4039 | <p>a) Community Bus Project - Deposit</p> <p>RESOLVED to approve two deposit payments to Minibus world for: used minibus - 20% deposit £2,500 new minibus – 50% deposit £17,997</p> <p>Proposed Cllr Barbary, seconded Cllr Newman and carried unanimously.</p> <p>b) Down To Earth – quotation amendments – Allotments</p> <p>RESOLVED to approve the amended quotation 7840 in the sum of £3,305.00 net to fell Ash trees flanking Tonbridge Road. Proposed Cllr E Bright, seconded Cllr Massy and carried unanimously.</p> <p><i>To inform future budgetary decisions a quotation for possible future removal of the Poplars flanking Tonbridge Road had been received at £9,110.00 net.</i></p> <p>c) May Vault</p> <p>RESOLVED to respond to TMBC planners confirming that the fencing was a temporary measure. To confirm that unless third party funds are forthcoming an application to de-designate the Vault would be made and the Vault possibly dismantled in order to make safe. Proposed Cllr Collins, seconded Cllr Massy and carried unanimously</p> <p>Members agreed to advertise and seek family members to ensure they were aware of the situation.</p> <p>d) Staffing Committee – a date within the next three weeks was to be established to complete and review staff work load.</p> | |
| | <p>There being no further business the meeting closed at 20.32</p> <p>Date of next meeting: Parish Council Meeting, Monday 9 September 2019 at 7.30pm at Old School Hall.</p> <p>SignedDate.....</p> | |