

HADLOW PARISH COUNCIL

Minutes of the meeting of Hadlow Parish Council duly convened and held on Monday 11 June 2018 at 7.30pm at Old School Hall

Present: Cllrs N Collins (Chairman), C Barbary, C Hyams, S Richardson, J Massy, R Morley, J Newman, R Smith

Also in Attendance: M Stepkowski (Parish Clerk), M Harvey (co-opt applicant), R Prince (Hadlow Park Association representative), 2 Community Warden Officers, 5 members of the public

3875	<p>To receive apologies, reasons and approval of absences</p> <p>Apologies and reasons for absence received and approved by Council: Cllrs E Bright, L Bright & D Carey. Proposed Cllr Collins, seconded Cllr Massy and carried.</p> <p>Other apologies noted: TMBC Cllrs Anderson, Sergison, Rogers & KCC Cllr Balfour (meeting), PCSO Toni Matthew.</p>	
3876	<p>To receive declarations of members' interests</p> <p>No declarations made.</p>	
3877	<p>To resolve Annual Council Meeting Minutes of 14 May 2018 as a correct record:</p> <p>RESOLVED to approve Annual Council Meeting Minutes of 14 May 2018. Proposed Cllr Massy, seconded Cllr Barbary and carried unanimously.</p>	
3878	<p>To receive an update on progress of resolutions & matters from the last full Council meeting – updates only on matters not currently on agenda</p> <p>No matters addressed.</p>	
3879	<p>To receive oral reports from TMBC & KCC Councillors</p> <p>No report.</p>	
3880	<p>To receive PCSO report & introduction to Community Warden Sandra Edmonds</p> <p>Monthly crime report: 5 x theft, 1 x burglary other than dwelling.</p> <p>The new Community Warden was introduced and confirmed she would initially be visiting Hadlow twice on one week and three times the next week. Hours would be 7.30am-3.30pm until she becomes embedded into the community at which time her hours could vary to suit community demand.</p>	
3881	<p>To receive Clerks report</p> <p>Year-end Accounts have been completed and the Annual Return submitted to the External auditors.</p> <p>The installation of a new dog bin at footpath MT158 agreed with TMBC waste services – costs to be shared between Parish Council and Golden Green Association.</p> <p>The installation of an additional bin in Williams Field play area also agreed with TMBC.</p> <p>Sunken play surface areas repaired at Williams Field.</p> <p>Recent Allotment inspection – generally well kept but some holders to be contacted.</p> <p>Cemetery Extension – Clerk met BdR & Loughman to discuss path defects and it was agreed that repairs would be completed within the next month.</p>	

	<p>Grounds Maintenance – working with new contractor to resolve teething problems – weather had caused excessive growth and necessitated additional cuts etc.</p> <p>HPC letter sent re Local Plan summarising Council’s concerns. Further opportunities for comment would be part of the next consultation in Sept/Oct.</p> <p>Walking Leaflets – editing and reprinting costs awaited.</p> <p>Theft of hedge cutters – two hedge cutters belonging to HPC (value c£1000) were stolen whilst in use by the Pay back team last week. The Police are involved. Options regarding reclaim from either pay back team or insurance company are under consideration. The Wardens needs have been taken into account when purchasing the new equipment and improved harnessed cutters ordered to reduce stress of continual holding whilst using and transporting the machinery.</p> <p>GDPR – in accordance with new legislation the parish office continues to monitor and review, deleting unnecessary historic information from our systems on a regular basis.</p>	
<p>3882</p>	<p>Public time & parish matters</p> <p><u>Footpath 125</u> from the A26 heading across land behind the cemetery remains a matter of concern to walkers due to excessive flooding and frequent inaccessibility near the bridge. Cllr Morley reported that he was currently liaising with both the Borough and County Council to determine ownership as the land was currently unregistered. A site visit from Kent Highways had been promised to look at the ditch drainage. Cllr Morley would keep members updated on any progress.</p> <p>Hadlow Tower – it was noted that the Tower was up for sale and residents had expressed concerns as to its future and the possibility of Covenants being withdrawn. The matter would be investigated by the Parish Clerk.</p> <p><i>(Community Wardens excused from the meeting)</i></p> <p><u>KCC Highways Transportation & Waste - What is the Big Conversation?</u></p> <p>Cllr Newman to attend the meeting on 5 July at which KCC wished to find out if there is a better, more sustainable way of providing transport to rural communities not currently served by commercial operators. They want to explore this in conversation with a number of stakeholders.</p> <p><u>Overgrown vegetation & pot holes</u> – community reminded that such issues can be dealt with by residents report to the Kent County Council ‘Report a Fault’ website. The pot holes reported at the entrance to Hope Avenue had been repaired as had the brickwork around the drain outside the library. The border on the A26 and junction of Carpenters Lane was scheduled for tidy with the Parish Council grounds maintenance contractor.</p>	
<p>3883</p>	<p>To consider planning applications</p> <ul style="list-style-type: none"> • TM/18/01011/LB: Replacement of concrete tiles to single storey rear kitchen roof with slate/lead and conservation roof windows. Smithers House, 5 The Terrace, Maidstone Road, Hadlow, TN11 0DL. HPC Agreed • TM/18/01072/FL & TM/18/01073/LB: Work to brick boundary wall of a Grade II listed building in a conservation area; including part demolition of a section damaged by tree roots; rebuilding in a new location to avoid tree roots. Walnut Tree Cottage, High Street, Hadlow, TN11 0DG. HPC Agreed 	

	<ul style="list-style-type: none"> • TM/18/01079/FL: Conversion and extension of existing detached garage to form an annex for a family member. 17 Medway View, Three Elm Lane, Golden Green, TN11 0BG. HPC Agreed • TM/18/01228/LB: Partial replacement of single glazed windows on front elevation with thick double glazed units. Church Place, Church Street, Hadlow, TN11 0DB. HPC Agreed • TM/18/01082/LRD: Details of materials submitted pursuant to condition 2 of Listed Building. Consent TM/18/00266/LB (Listed Building Application: Repair and reinstate fireplace in ground floor sitting room following the alterations; remove fireplace canopy, fire basket; stone hearth and brickwork forming the fireplace enclosure within existing historic fireplace; repair and insert a new section of oak bressumer where previously altered; insert new brickwork in lime mortar to support existing bressumer and to form new fireplace enclosure; replace existing stone hearth with new brick hearth and install a new wood burning stove within repaired fireplace). Church Place Church Street Hadlow Tonbridge Kent TN11 0DB. HPC Agreed 																			
3884	<p>HOS refurbishment – Quotations for consideration were still awaited. Phone & Internet Lines were being considered within the refurbishment plan and Cllr Morley awaited responses from Council’s CCTV, IT and Photocopies contractors about any affects it would have on services if Council moved to another phone and wifi provider.</p>																			
3885	<p>To resolve donations to Kent Air Ambulance, West Kent Mediation and Citizens Advice</p> <p>RESOLVED to donate: £50 Kent Air Ambulance (\$137 monies) £50 Citizens Advice (\$137 monies) Proposed Cllr Smith, seconded Cllr Hyams and carried unanimously. It was noted that West Kent Mediation would be considered at another meeting in order that more information could be attained with regards to use of the service within the Parish.</p>																			
3886	<p>To receive reports from representatives of committees and pass such resolutions thereon as may be necessary:</p> <ul style="list-style-type: none"> • Finance & General Purposes Committee. Cllr Richardson proposed approval of the following items: <ul style="list-style-type: none"> a) To resolve to approve cheque and bank transfer payments to date. RESOLVED to approve cheque and bank transfer payments. Seconded Cllr Hyams and carried unanimously. (see list after Resolution b) b) To resolve May accounts (receipts, payments, bank reconciliation, actual against budget 2018). RESOLVED to approve May accounts in their entirety. Seconded Cllr Barbary. <table> <tr> <td>7306</td> <td>S W Mowers - open spaces equipment repair x3 invoices</td> <td>207.80</td> </tr> <tr> <td>7307</td> <td>Rialtas Business Solutions - year end visit & closedown</td> <td>696.84</td> </tr> <tr> <td>7308</td> <td>Unipar services - tuning fork for speedwatch equipment</td> <td>73.20</td> </tr> <tr> <td>7309</td> <td>Golden green mission hall - hall hire for hpc 9/4/2018</td> <td>25.00</td> </tr> <tr> <td>7310</td> <td>Getmapping Plc - parish online subs 2018/19</td> <td>70.80</td> </tr> <tr> <td>7311</td> <td>Spy alarms - medical centre fire door inv 481545</td> <td>138.00</td> </tr> </table>	7306	S W Mowers - open spaces equipment repair x3 invoices	207.80	7307	Rialtas Business Solutions - year end visit & closedown	696.84	7308	Unipar services - tuning fork for speedwatch equipment	73.20	7309	Golden green mission hall - hall hire for hpc 9/4/2018	25.00	7310	Getmapping Plc - parish online subs 2018/19	70.80	7311	Spy alarms - medical centre fire door inv 481545	138.00	
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	<p>7312 Petty cash 146.30</p> <p>7313 Piano Tuner for old school hall piano 56.00</p> <p>7314 Auditing Solutions Ltd - internal audit fee 504.00</p> <p>7315 Rialtas Business Solutions - annual maintenance contract 142.80</p> <p>7316 Kent CC - cleaning supplies 81.96</p> <p>7317 Maxwell Amenity - weed killer 232.68</p> <p>7318 R M Electrical - medical centre water heater removal 50.00</p> <p>7319 Abacus Playgrounds Ltd - repair to Williams Field play surface 1032.00</p> <p>Payments made by Bank transfer</p> <p>Kent Grassland services - May grounds maintenance 760.80</p> <p>Zest Cleaning - May cleaning 457.50</p> <p>British Legion Tommy for Golden Green 776.30</p> <p>British Gas - Golden Green boiler annual contract 201.47</p> <p>PAYE P3 1267.41</p> <p>Clerks wages - week 12 2102.96</p> <p>Admin assistant wages - week 12 726.92</p> <p>Wardens wages - week 12 1164.56</p> <p>Treeworks - G Smith 600.00</p>	
3887	<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> - In the absence of the P&E Chair, Cllr Massy reported on the meeting; a letter of concern to proposed local development within the Local Plan had been sent. She then proposed acceptance of the Minutes of the meeting held on 22/05/2018.</p> <p>RESOLVED to approve the P&E Minutes 22/05/2018. Seconded Cllr Hyams and carried.</p> <p><u>KALC (Tonbridge & Malling Area)</u> – no meeting.</p> <p><u>TMBC Parish Partnership Panel:</u> Meeting for the coming Thursday to be attended by the Chair and Vice Chair of Council as the Local Plan is on agenda item. It was noted that the Planning & Transportation Advisory Board had discussed the Local Plan on 5 June and information related to the meeting was available on the TMBC website.</p> <p><u>TMBC Joint Transportation Board: Hadlow Village Transport Representative:</u> No report.</p> <p>Clerk to ask Borough Councillors if perhaps when Borough committee meetings clashed with Parish Council meetings at least one of the Borough councillors could still attend Parish meeting as Borough representative.</p>	
3888	<p>To receive presentation from Councillor co-option applicant and to vote whether to co-opt. Majority vote to co-opt Michael Harvey on to Council.</p>	
	<p>There being no further business the meeting closed at 20.42</p> <p>Date of next meeting: Monday 9 July 2018 at 7.30pm at Golden Green Mission Hall</p> <p>SignedDate.....</p>	

