

HADLOW PARISH COUNCIL

**Minutes of the meeting of Hadlow Parish Council duly convened and held on
Monday 09 September 2019 at 7.30pm in Old School Hall**

Present: Cllrs N Collins (Chairman), C Barbary, E Bright, L Bright, D Carey, M Harvey, C Hyams, J Newman

Also in Attendance: Melanie Stepkowski (Clerk), KCC Cllr Balfour, TMBC Cllr Sergison & 3 members of the public.

4040 To receive apologies, reasons and approval of absences

Apologies and reasons for absence received and approved by Council – M Barrett, J Massy, R Morley, S Richardson.

Other apologies noted: TMBC Cllr J Anderson & H Rogers (other meeting), PCSO.

4041 To receive Declarations of Interest

None.

4042 To resolve the Council Minutes of 8 July 2019 as a correct record:

RESOLVED to approve Council Minutes of 8 July 2019. Proposed Cllr Harvey, seconded Cllr Hyams and carried unanimously. To resolve that the Minutes of 9 March 2020 are a correct record

4043 To receive an update on progress of resolutions & matters from the last full Council meeting – updates only on matters not currently on agenda

No matters.

4044 To receive oral reports from TMBC & KCC Councillors

KCC Cllr Balfour confirmed that the Leader of the Council Paul Carter had resigned from the post.

A26 Blackmans Lane to Three Elm Lane – Highway Management and other officers had completed a site visit to the area to consider road safety improvements in response to residents' concerns after numerous serious accidents and deaths. No decisions would be made before further consultation with the Parish Council and local residents.

Members asked that Highways consider maintaining the verge for pedestrian use as part of their review. The dropped drains after the resurfacing were also noted and members stressed the current danger this posed to cyclists.

Pavement Parking – this had become a serious issue within Hadlow with pedestrians unable to walk along the pavements. The matter in general was under review currently and the Parish Council would be kept abreast of any new developments.

BREXIT – KCC had done considerable work but required Central Government to take action before KCC could progress any further in some areas.

(Cllr Balfour was excused from the meeting to attend to other business)

BOROUGH CLLR JANET SERGISON'S REPORT TO HADLOW PARISH COUNCIL – 9 SEPTEMBER 2019

The Street Scene & Environment Services Board met last Tuesday and included an update on the new Waste Services Contract which started on 1 March, with the new and improved recycling services due to commence on 30 September. Any questions should be directed to the Waste Services Department email: waste.services@tmbc.gov.uk

A new Recycling Service Guide is being posted out to all residents.

Stickers are being attached to bins advising what each bin is for.

TMBC's website includes a promotional video, FAQs and pictures of the new containers.

There are 450 communal bins stores across the Borough that support the disposal of waste from flats and other communal buildings. These residents will be offered the same opportunities for recycling as other residents although this may be restricted by individual circumstances including the space available within each bin store.

The number of bring bank sites will be reduced to 10. Among those 10 are the sites at Hadlow College, Asda Car Park – Kings Hill, Sovereign Way Car Park – Tonbridge and the High Street Car Park at West Malling.

The Economic Regeneration Advisory Board met on Wednesday which included a report on the Town & District Centres Commercial Frontages Grant Scheme. 15 applications have been approved – amounting to just over £40,000 of grant funding contributions towards shopfront improvements - including one business in Hadlow.

The Parish Partnership Panel met last Thursday. (This is an agenda item for report from HPC representatives.)

4045 To receive report from PCSO & Community Warden

Community Warden reported two burglaries with one arrest being made and one criminal damage. There had been numerous reports of antisocial behaviour at Marshall Gardens and Carpenters Lane related to nuisance mopeds, dangerous driving. These had been responded to and stolen motorbikes recovered. The PCSO and Community Warden would continue to work alongside the residents on these matters.

4046 To receive Chairman's report

St Mary's & Paddock Wood Food Bank – The meeting was asked to support this programme noting that there were numerous families within the Parish making use of the food bank.

Cllr Barbary suggested the use of a traffic light system to ensure essential supplies were known to donators.

Flood Warning Training – Free session at the Angel Centre, Tonbridge on Saturday 28 September, between 9am and 2pm for noting.

4047 Public time & parish matters

Hadlow 20's Plenty Campaign – the website was now up and running with a petition to reduce the speed through the village and everyone was encouraged to sign the petition. A promotional event would be held in the Village Square on Saturday Campaigners were holding an event in the Village Square on 12 October to promote

Harvest Festival – Sunday 6th October at St Mary's Church. Parish Office to collect dry goods for the event.

Hadlow Community Breakfast – the next one was Sunday 6 October and residents and friends welcome. Those wishing to attend were encouraged to notify the parish office by Friday 4th October to ensure they were catered for.

Union Jack at Portuguese Restaurant – the Clerk confirmed she had written to the residence requesting the tattered one be removed and offering a replacement but no response to date.

Illegal Substances at Williams Field – reports of smoking cannabis and alleged drug dealing were noted and the local PCSO and Community Warden made aware.

HOS Refurbishment – The summer works had been completed with some minor issues still to resolve. Cllr Harvey thanked the Clerk for managing a challenging project.

MIDAS & DATS (Minibus Driver Awareness Course & Driver Assessor Training) – The course was to be attended over three days by the Clerk and two local residents in order that they could qualify as trainers in preparation for training volunteer minibus drivers.

ROSPA (Royal Society for the Prevention of Accidents) - the annual reports for both Williams Field and Signpost Field had been received and would be reviewed by P&E and any necessary works actioned.

4048 Correspondence – *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*

None.

4049 To consider planning applications

No applications considered.

4050 To consider matters of finance:

a) To authorise payments

RESOLVED to approve cheque and bank transfer payments as below, proposed Cllr L Bright, seconded Cllr E Bright and carried unanimously.

			£
7451		GeoXphere Ltd - Annual subs for Parish Online	72.00
7452		NKM Fire Protection - Alarm Ins HOS/MC/Hy-Arts	613.84
7453		Impress	150.00
7454		Temp Admin Assist - Gall	200.00
7455		DVSA Section 19 Primary Sch	22.00
7456		King & Sons Kent - Skip Hire	250.00
7457		Impress	133.42
7458		Richards Dry Cleaners - HOS Curtains	127.50
7459		Mediatex - ROSPA booklets	56.16
7460		Keoghs - vat invoice 9902958	150.10
7461		Commercial Services - Grounds Mainten 2nd Quarter	2640.91
			4415.93
Payments made by Bank transfer			
29	10/7/19	Minibuse World - deposit used vehicle	2500.00
30	10/7/19	Minibus World - deposit new vehicle	17997.00
31	12/7/19	Kent County Council - Clean Supplies	158.40
32	23/7/19	Kent County Council - Fire Exting Inspections	233.58
33	23/7/19	HMRC - PAYE WK20	1212.82
34	23/7/19	Clerks Wages	2201.10
35	23/7/19	Warden Wages Wk20	1224.08
36	23/7/19	Admin Wages WK20	207.00
37	29/7/19	Quartix Ltd - Minibus Tracker Quarter	57.60
38	29/7/19	Window Cleaner - August	55.00
39	31/7/19	Minibus World - Balance payment CA65WYS	24521.30
40	7/8/19	Minibus World - Balance payment DK19APU	25923.40
41	14/8/19	Spy Alarms - Replace control battery	153.60
42	14/8/19	Zest Commercial cleaning - July	389.16
43	14/8/19	Kent County Council - Urn, Clean Prod	153.84
44	14/8/19	RM Electrical - 2 new fuseboards	1325.00
45	14/8/19	PKF Littlejohn - External Audit	480.00
46	21/8/19	GG Mowers - New Strimmer & Repairs 565-57	920.50
47	28/8/19	HMRC - PAYE WK24	1212.82
48	28/8/19	Clerks Wages Wk24	2201.10
49	28/8/19	Warden Wages Wk24	1224.08
50	28/8/19	Admin Wages WK24	575.00
51	28/8/19	Window Cleaner - Sept	55.00
			84981.38
Total Expenditure			89397.31

b) To approve July & August accounts (bank reconciliation, income & expenditure, cost centre report)

RESOLVED to approve July & August accounts in their entirety. Proposed Cllr L Bright, seconded Cllr Harvey and carried unanimously.

c) To confirm approval of additional cyber security measures.

RESOLVED to approve Firebox and other additional cyber security as recommend by Council's IT contractor. Proposed Cllr Barbary, seconded Cllr E Bright and carried unanimously.

(2 members of the public were excused from the meeting)

4051 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 last meeting:

a) **To Resolve and sign** the Minutes of meeting Tuesday 27 August 2019.

RESOLVED to approve and sign Minutes of Tuesday 27 August 2019. Proposed Cllr E Bright, seconded Cllr Hyams and carried unanimously.

b) **To recommend approval** of quotation from Swale Shutter and Door Services Ltd in the sum of £1677.64 net plus £167.50 net for powder coating Vandyje Brown.

RESOLVED to approve quote in the total net sum of £1845.14 from Swale Shutter & Door Services Ltd in relation to shutter for fire exit door at Hy-Arts Centre. Proposed Cllr E Bright, seconded Cllr Barbary and carried unanimously.

c) To acknowledge and approve the committee's decision taken as a matter of Health & Safety to approve the quotation to replace fuse boards in the Parish Office.

RESOLVED to approve replacement fuse boards in the Parish Office. Proposed Cllr E Bright, seconded Cllr Newman and carried unanimously.

d) **To recommend approval** of quotation for solicitor to draft minibus agreement with Hadlow Primary School

RESOLVED to approve solicitor's quotation to draft minibus agreement with Hadlow Primary School. Proposed Cllr E Bright, seconded Cllr Harvey and carried unanimously.

KALC (Tonbridge & Malling Area) – No meeting.

TMBC Parish Partnership Panel: Cllr Newman reported on the meeting. Minutes of 05/09/2109 available on the TMBC website.

TMBC Joint Transportation Board: Cllr Harvey to attend.

TMBC Standards Committee – no report.

Save Caple Action Group meeting at Summer Hill School on 18 September 2019 would be attend by the Chair of Council.

4052 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): No Motion.

There being no further business the meeting closed at 20.44

Date of next meeting: Parish Council Meeting, Monday 14 October 2019 at 7.30pm at Golden Green Mission Hall

Signed

Date