

HADLOW PARISH COUNCIL

Minutes of the virtual meeting of Hadlow Parish Council duly convened and held on
Monday 12 October 2020 at 7.30pm

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

Also in attendance: Melanie Stepkowski (Clerk & Minute Taker), TMBC Cllrs Rogers & Anderson, Mr & Mrs Tippin (Representatives Hadlow Park Association).

4189 To receive apologies, reasons and approval of absences

Approved absences: Cllrs S Richardson & TMBC Cllr Sergison (Joint Standards Committee).

4190 To receive Declarations of Interest

None.

4191 To resolve that the Minutes of 14 September are a correct record

Resolved to approve the Minutes of 14 September 2020 as a correct record. Proposed Cllr Mitchell seconded Cllr E Bright and carried unanimously.

4192 To receive an update on progress of resolutions from the last meeting

Minute 4186 b) Williams Field dog walking area – a proposal that the owner of the dogs causing concerns within the dog walking areas be spoken to again by the PCSO with a suggestion that the dogs only use the facility at a predetermined and agreed time each day in order that the facility remained available for use by other dog walkers each morning and afternoon without feeling intimidated.

Minute 4186 c) Old School Hall Carpark barrier – works had been completed and Hadlow Primary School had paid their 50% contribution towards the cost.

4193 To receive oral reports from TMBC & KCC Councillors

Hadlow College Students' Behaviour Within the Parish: TMBC Cllr Anderson reported that she & Cllr Sergison had met with the Principal of Hadlow College to discuss the students lack of social distancing, standing in large groups blocking paths and entering shops without masks all of which the Principal had taken very seriously. As part of her response she had personally spoken with shop owners and provided her contact details in case of any further issues of non-compliance by students. In addition, PCSO Toni Mathews and the Community Warden, Sandra Edmonds had met with students to re-iterate the importance of being socially aware when outside of College premises.

Cllr Harvey was of the opinion as a resident near the village square that issues with College students continued despite the Principal's efforts to contain the matter. The suggestion that the Parish Council put up additional COVID Secure posters was deemed unnecessary as all shops had put up their own shop specific guidelines for the public to abide by.

Commercial House TM/20/00159/FL – Despite Cllr Anderson and PROW’S support of the Parish Council in objecting to the application it had been agreed to by Planners with the condition that detailed access plans were made available during the works stage.

TMBC Cllr Rogers confirmed that the Golden Green Association had taken delivery of the new base post for the village sign and it would be installed later in the week.

TMBC Committees – YOUTUBE: Committee meetings were being streamed on YouTube and Cllr Rogers recommended members look at the Overview & Scrutiny Committee Meeting in which Domestic Abuse was highlighted. There had been a marked increase in abuse during the COVID outbreak and Cabinet were to review the level of financial support provided.

Planning Application – Caxton Place: Members asked to give this consideration once published on List B.

Road Surfacing Three Elm Lane – Cllr Rogers confirmed that recent gas works had been outside of the scheduled KCC Works Programme as they were providing a gas connection for one dwelling and the pipes could not be connected until building works had been completed which was outside of the planned road resurfacing period.

Cycle Routes – Quarry Hill and other 20mph Road Restrictions within Tonbridge: Cllr Rogers confirmed that the new cycle routes were part of a 6 week trial scheme and a majority that had not been successful would be removed at the end of the trial period. As for the 20mph the concerns raised were noted including frustration that the trial had not been implemented in Hadlow.

(Cllr Rogers and Anderson were excused from the meeting)

4194 To receive report from PCSO & Community Warden – no reports.

4195 To receive reports from Chairman and Clerk

Medical Centre Roof Leak: Clerk confirmed that the leak was being investigated and repairs were expected to be completed after an inspection from Higham Roofing who had been contracted to do roof repairs over the summer. Mason Carey Surveyors had been engaged to oversee works.

Christmas Lights In The Square – Street column lights would be installed and turned on without ceremony this year with the Christmas Tree in the square being turned on separately and in line with other proposed lighting events being organised for Sunday 6 December.

4196 Public Time & Parish Matters

a) Suggested Defibrillator in Phone Box in the Village Square: BT Contract had been reviewed and Cllr Rogers assisted in answering any questions that arose from the review. Several suggestions as to the use of the phone box in addition to having a defibrillator were acknowledged.

RESOLVED to sign the BT contract in order that ownership of the telephone box in Hadlow Square was with Hadlow Parish Council. Proposed Cllr Mitchell, seconded Cllr Collins and carried unanimously.

b) Hadlow Newsletter – This was to be restarted in November and articles/information requested to fill the pages, suggestions were noted.

c) Possible Craft Fair - Mention of possible plans to hold an indoor craft fair at the Village Hall was considered. The detailed paperwork to hold such an event in a COVID secure manner would perhaps outweigh the benefits. Council would monitor the situation and speak with the Village Hall Management Committee and ask for a copy of the risk assessment as landowner if the event was to proceed and also look at what forms would be required to ensure such an event was compliant with current government guidelines in order to further assist the Village Hall.

4197 Correspondence

- a) To respond: TMBC letter offering transfer of Public Toilet facilities to parish/Town Councils.

(It was noted that the letter of offer was from TMBC and not as noted on the agenda from KCC)

RESOLVED to decline the offer of transfer regarding the Public Toilet Facility located on the corner of Court Lane, Hadlow from TMBC to the Parish Council. Proposed Cllr Collins, seconded Cllr Harvey and carried unanimously.

4198 To consider planning applications as received

- **TM/20/01890/TPOC** – T1 Sycamore - reduce overhang by approximately 2 metres and raise crown to give a ground clearance of 5m, T2 Holly - prune back to boundary line, T3 Sycamore - reduce overhang by approximately 1 metre and raise crown to give a ground clearance of 5m, T4 Sycamore - reduce overhang by approximately 5 metres and raise crown to give a ground clearance of 5m, T5 Sycamore - reduce overhang by approximately 2.5 metres and raise crown to give a ground clearance of 5m, T6 Sycamore - reduce overhang by approximately 3 metres and raise crown to give a ground clearance of 5m and T7 Sycamore - reduce overhang by approximately 3 metres and raise crown to give a ground clearance of 5m (Trees located in 1 Hadlow Park).
16 Great Elms, Hadlow, TN11 0HT

HPC Agreed.

- **TM/20/02087/FL** – Erection of single storey front and rear extension.
36 Great Elms, Hadlow, TN11 0HT

HPC Agreed subject to no excessive loss of light to neighbour.

- **TM/20/02108/FL** – One plot substitution (plot 2) to the original permission TM/20/00820/FL (Demolition of 2 commercial buildings and yard, and replace with 2 new dwellings, 1 four bed Dorma bungalow and 1 three bed bungalow).
Orchard Dene Works, Ashes Lane, Hadlow

HPC Agreed.

- **TM/20/02160/TPOC** – G1 Large Oak - General tidy of dead limbs, G2 Large Oak - General tidy of dead and diseased limbs and G3 Large Lime - Large number of suckers at base of trunk require trimming and light trimming of tree canopy.
The Round House, Dene Park, Shipbourne Road, Hadlow, TN11 9NS

HPC Agreed

4199 Finance Matters

a) **To approve** payments to date

RESOLVED to approve payments to date (*see appendix a*). Proposed Cllr L Bright, seconded Cllr Massy and carried unanimously.

(Mr & Mrs Tippin were excused from the meeting)

b) **To approve** September accounts (bank reconciliation, income & expenditure, cost centre report and trial balance, second quarter report)

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

4200 To receive reports from representatives of committees and pass such resolutions thereon as may be necessary:

Finance & General Purposes:(meeting deferred from 6/10/20 to 3/11/20)

The next meeting will be to review the draft budget for 2021-22.

Planning & Environment

a) **To resolve and sign** the Minutes of the meeting of Tuesday 29 September 2020

RESOLVED to approve the P&E Minutes of Tuesday 29 September 2020.

Proposed Cllr E Bright, seconded Cllr Newman and carried.

Cllr E Bright (*who chaired in absence of Cllr Harvey*) summarised the meeting for members. He confirmed Cllr Massy was drafting the Council's response to the Government's proposed White Paper.

Staffing: The September meeting had been deferred and a new date to be confirmed.

KALC (Kent Association of Local Councils) – No report.

TMBC Parish Partnership – Cllr Newman had attended and minutes would be available on TMBC website. Matters that were discussed included the Government White Paper, which proposed replacement of S106 Agreements by an Infrastructure Levy, discontinued posting planning applications on lamp posts in favour of electronic viewing. Southern Water were to be at the next meeting to discuss rain and flooding.

Joint Transportation Board – No report.

Joint Standards Committee – Meeting coincided with the Parish Council meeting but Cllr Richardson was in attendance and would report back to Council. Minutes of the meeting would be available on the TMBC website.

There being no further business the meeting closed at 20.44

Date of next meeting: Monday 9 November 2020, 7.30pm (via Zoom)

Signed

Date

Appendix A

**List of Faster Payments and bank transfers Approved
by HPC 12 October**

283	25/09/2020	Admin Assistant wages week 28	481.75
284	25/09/2020	Warden's wages week 28	1,232.12
285	25/09/2020	PAYE HMRC period 6	1,227.73
286	25/09/2020	Wells Plumbing & Heating inv 1126 - HOS water heater repairs	519.07
287	25/09/2020	D H Mowers - inv 79 - supply of conical brush	50.00
288	25/09/2020	4th Platform inv 4394 - domain hosting	132.00
289	25/09/2020	CTA inv 7598 annual membership	120.00
290	08/10/2020	Clerk - Truck Fuel & COVID cleaning materials etc	110.66
291	08/10/2020	Warden - Equip & vehicle fuel	52.59
Total Expenditure			6,727.11