

HADLOW PARISH COUNCIL

Minutes of the virtual meeting of Hadlow Parish Council duly convened and held on
Monday 8 March 2021 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, S Richardson.

Also in attendance: Melanie Stepkowski (Clerk & Minute Taker), PCSO Josh Vincent, Mr & Mrs Tippin (Hadlow Park Association)

4250 To receive apologies, reason, and approval of absences

Approved Council absences: None

Other absences: TMBC Cllrs Anderson, Rogers, Hudson (Joint Transportation Board Meeting), KCC Cllr Balfour & TMBC Cllr Sergison (personal), Community Warden

4251 To receive Declarations of Interest

None.

4252 To resolve that the Minutes of 8 February 2021 are a correct record

Resolved to approve the Minutes of 8 February 2021 as a correct record. Proposed Cllr Harvey seconded Cllr E Bright and carried unanimously.

4253 To receive an update on progress of resolutions from the last meeting

None.

4254 To receive oral reports from TMBC & KCC Councillors

None.

4255 To receive report from PCSO & Community Warden

PCSO Josh Vincent introduced himself to Councillors and provided an update on local issues. One youth who was known to police had received a fine for gathering whilst in Lock Down. A Section 59 was issued for unauthorised riding of a quad bike at Williams Field Recreation Field. He confirmed patrols continued focusing on problematic areas of the Parish. He was aware of the daffodils that had been ripped up and strewn all over the Williams Field Play Area. Previous concerns about the dog owner with three whippets who were deemed by some members of the public as dangerous and not controlled was raised again and Josh confirmed the owner had been spoken to.

4256 To receive reports from Chairman and Clerk

None.

4257 Public Time & Parish Matters

Public Conveniences – A26 and corner Court Lane: Several concerns had been raised via social media about the impending closure of the public toilets. The Clerk reminded members that a survey had been sent out to various groups in the village for their view as to whether the toilets should be transferred to the Parish Council rather than closed but had received minimal responses. Council had considered all aspects related to possible ownership of the toilets including daily operation (open & closing by volunteers) risks posed to volunteers (past experiences of threatening behaviour, intimidation, dealing with inappropriate use), whether there were any other local toilet facilities for those passing through or not local visitors (Three Elm Petrol Station has a toilet), building costs such as insurance, upkeep, repairs and maintenance (other Parishes had received cost analysis from TMBC including electricity, sewerage charge, water, business rates, cleaning contract, maintenance charges, etc estimated annual running costs at £17590). Taking all these facts into consideration Council had declined the offer of transfer but had urged TMBC to keep them open but the request was declined.

Clerk to write up a summary of Council's decision for social media.

One to One Zoom meeting with the Kent Police Crime Commissioner – Cllr Morley had represented Council and spoken about speeds within the Parish, acknowledging the recent reduced speed limit on Three Elm Lane but urging further reductions on other roads. The Crime Commissioner confirmed he and the Police supported the 20mph campaign but there was a lot of bureaucracy to overcome.

Speed watch – the Commissioner was unaware of the partnership between Police and Speed watch volunteers in Sussex where the voluntary teams have been trained to use laser speed guns. He would research the programme to see whether it could be viable within Kent.

Cllr Morley felt it had been a productive chat and he looked forward to the Crime Commissioners responses to his questions.

Castle Garden Cottage – Cllr Massy confirmed that the owner had now re-set the fence in order that it did not encroach on the public footpath by the Access Trail.

4258 Correspondence

- a) Hadlow Cricket club – proposed club improvements over the summer for Council information and agreement where appropriate.

Council acknowledged the update from the Cricket Club and looked forward to receiving further specification of works closer to the time and would arrange for an inspection once works were completed in order that the insurance company could be advised on any changes. A donation towards improvements would be considered if the Cricket Club made a formal request.

- b) Kent Buccaneers Baseball – Update of planned season and request to Council to consider an additional diamond and associated facilities for Junior team.

RESOLVED to approve training on the field as of 29 March on the condition it is permissible within Government Guidelines and a copy of their governing bodies letter confirming it is in line with government agreement is provided to the Clerk in addition to appropriate risk assessments. The Clerk to remind the Kent Bucs about terms of conditions including music only to be played whilst games are in play and keeping the volume at a reasonable level as not to disturb neighbours. Proposed Cllr E Bright, seconded Cllr Harvey and carried unanimously.

With regards to the request for additional pitch for a junior team Council were unable to consider the matter as an existing resolution made in December 2020 (minute 4224) remained in force in accordance with Standing Orders point 7a “A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least 4 councillors to be given to the Proper Officer in accordance with Standing Order 9, or by a motion moved in pursuance of the recommendation of a committee or as sub-committee

The December resolution stated: **“RESOLVED that no further development at Williams Field will be permitted in relation to Baseball.”**

However, the Chair did ask members for their thoughts as to a junior baseball play area and it was unanimously agreed that no further development in connection with baseball should be considered at this time in keeping with the original decision.

In response to concerns about noise and behaviour when baseball was being played at Williams Field, the matter would be monitored by Council and the PCSO.

- c) Kent Association of Local Councils (KALC)– informing Council that they have written to the Rt Hon Robert Jenrick MP, Secretary of State for Housing, Communities and Local Government on 16 December 2020 and are now requesting local MPs to support by writing to the Secretary of State for the following:

Covid-19 Financial Support Package for Local Councils (Parish, Town, and Community Councils) – Local Councils should and must be provided with the ability to directly access government funds as are all other Local Authorities

Covid-19 Regulations - The Covid 19 Regulations that came into effect in April 2020 gave local councils the power to hold meetings remotely, the Regulations expire on 7th May and wish MPs to ask the Government for an extension to the Regulations until the end of the calendar year.

KALC’s correspondence was noted.

4259 To receive reports from representatives of committees and pass such resolutions thereon as may be necessary:

Finance & General Purposes Committee

- a) **To resolve** proposed payments to date

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

- b) **To approve** February accounts (bank reconciliation, income & expenditure, cost centre report and trial balance)

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

Planning & Environment

- a) **To approve** Minutes of the meeting held 23 February 2021 and resolve actions.

RESOLVED to approve P&E Minutes of 23 February 2021 with Minute 3453 Document Scanning being corrected to read “Document Scanning – Minutes from November 1976 to April 2004 have been sent for scanning and storing on USB data storage.

Proposed Cllr Harvey, seconded Cllr Massy and carried unanimously.

- b) Update: Vision Zero: The Road Safety Strategy for Kent 2020-2026 (responses by 15/3/21)
It was recommended that this consultation was responded to on an individual basis. Cllr Carey had completed the consultation identifying himself as a Parish Councillor but was not required to give details of which Council or his name. Clerk to put a link to the consultation on social media to encourage residents to contribute.
- c) Proposed developments in and close to Capel Parish to the south of Hadlow Parish; Further update and report of the First (virtual) meeting of the Capel Greenbelt Protection Society by Cllr Carey.

Councillor Carey attended an online meeting of the Capel Greenbelt Protection Society. “This was the first meeting of this new organisation which is a registered charity. It is therefore able to claim Gift Aid on donations made to support its objectives.

The society works closely with the existing groups, Save Capel and Keep Kent Green and with Capel Parish Council. All oppose the proposed large increases in housing concentrated in Capel Parish (Tudeley Village and East Capel) just to the south of the Hadlow Parish boundary. Population in the parish is expected to increase from about 2,500 to about 13,000, and with further similar development planned in and around Paddock Wood and Tunbridge Wells there will be major associated infrastructure impacts which will affect the roads, other facilities and also the countryside around Tonbridge and Hadlow.

This group contends for example that the increased traffic implies that the B2017 (Tonbridge to Paddock Woodroad) will also have to be "dualled" in addition to the already planned up grading of the Colts Hill and associated relief road. While these developments in Tunbridge Wells are concentrated on its northern boundary near Tonbridge and Hadlow, Tonbridge and Malling has its own Local Plan with its own development proposals in the area."

A fuller account of the issues, and proposed action and other information can be viewed at <https://www.facebook.com/108795814587565/posts/117010093766137/>

d) **To consider** planning applications as received:

- **21/00380/AGN** - Prior Agricultural Notification: Proposed erection of 180sqm forestry barn for the storage of logs and equipment used for maintaining and harvesting woodland at the junction of Common Road and Matthews Lane. Land at Junction of Common Road and Matthews Lane Hadlow Tonbridge Kent.

20/00035/AGN is not a planning application but an "agricultural prior notification and therefore no comment required.

- **21/00378/RD** - Details of conditions 3 (landscaping and boundary treatment), 5 (surface water drainage), and 7 (visibility splay) pursuant to planning permission 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 Tonbridge Kent

HPC Agreed.

Staffing Committee – no report.

KALC (Kent Association of Local Councils) – next meeting 25/03/2021.

TMBC Parish Partnership – next meeting 10 June 2021.

Joint Transportation Board – Clashed with HPC meeting and no representation sent.

Joint Standards Committee – No meeting.

4260 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).

- a) **To Resolve:** Financial Contracts & Works for Williams Field Lighting & CCTV

RESOLVED to approve quotation in the sum of £1861 net from Langcorn Electrical Ltd for replacement of existing lighting at Williams Field carpark and one light on the corner of Lonewood Way with LED equivalents in addition to placing the carpark lights on the Council circuit board within Hadlow Village Hall. Proposed Cllr Collins, seconded Cllr E Bright and carried unanimously.

RESOLVED to approve the annual CCTV contract with R G Media in the sum of £980 net for January 2021 to December 2021. Proposed Cllr Collins, seconded Cllr E Bright and carried unanimously.

- b) **To Resolve:** Renewal of Grounds Maintenance Contract

RESOLVED to approve Landscape Commercial Services Contract for March 2021 to February 2022 in the sum of £14588.73 as stated on quotation LSPCQ021.017F. Proposed Cllr Collins, seconded Cllr Massy and carried unanimously.

- c) **To Resolve** – Compassionate leave for member of staff.

RESOLVED to provide the following paid leave: two days for notice of death and one week leave for the funeral. Proposed Cllr Collins, seconded Cllr Mitchell and carried unanimously.

- d) **To Consider** – Office Systems, costs of additional packages.

RESOLVED to approve additional Rialtas integral package to include cemetery data, allotments, sales, and purchase invoicing in principle.

There being no further business the meeting closed at 20.48

Date of next meeting: Monday 12 April 2021, 7.30pm (via Zoom)

Signed

Date

Appendix A

Faster Payments February For HPC March 8 Approval

362	Higham Roofing retention on roof work inv 7036	1,667.31
363	KALC 2xClerks courses	84.00
364	SLCC Clerks course – Excel	36.00
365	Hadlow Short Mat Bowls refund for hall hire (COVID)	419.25
366	Wardens misc expenses - fuel and phone top up	58.69
367	Spy Alarms Ltd - Medical Centre annual main fee	570.00
368	Langcorn Electrical - Ballcourt lights	459.22
369	Tunbridge Wells MOT Centre - Minibus MOTsx2	118.00
370	RG Media & IT Services - Annual CCTV maint contract	1,176.00
371	Rialtus - Asset Register training	42.00
372	Maitec - Inv1851 Williams Field drain clearing	150.00
373	Post Office Stamps - Clerk to be refunded	9.36
374	Commercial Services Trading - Grounds maint.(part)	4,858.28
375	Mediatek - Inv486 Hole Punch	31.19
376	KCC - Inv1077 Cleaning Materials	88.25
377	Spy alarms- Inv 532 Annl Intruder Alm Mntn HOS	542.40
378	Brookside - Inv1220 Xmas Tree V. Square	220.00
379	Donation Golden Green Ass - Agreed Defib Battery	366.00
380	Evans - Window Cleaning March	55.00
381	Rialtas - Inv 3200 Asset Register training	145.20
382	British Gas - Inv396 Hy-Arts Boiler Careplan	830.92
383	E-on - Season Illuminations InvFE72	12.44
384	Langrid - Credit Inv17A allotment 2b	20.00
385	Clerk - Screwfix payment correction	4.61
386	HMRC P12	1,270.82
387	Admin Wages Wk52	722.62
388	Clerk Wages Wk52	2,314.48
389	Warden Wages Wk52	1,232.12