

HADLOW PARISH COUNCIL

Minutes of the meeting of Hadlow Parish Council duly convened and held on
Monday 21 June 2021 at 7.30pm

Present: Cllrs N Collins (Chairman), M Barrett, E & L Bright, D Carey, M Harvey, J Massy, S Richardson.

Also in attendance: Melanie Stepkowski (Clerk & Minute Taker), 2 members of the public

4290 To receive apologies, reason, and approval of absences

Approved Council absences: J Newman & R Morley

Other absences: TMBC Cllrs Anderson, Rogers, Sergison & KCC Cllr Hudson (other meetings) Community Warden

4291 To receive Declarations of Interest

Cllr Harvey declared an interest in TM/21/00600/FL & TM/21/01398/FL and would not vote on these applications.

4292 To resolve that the Minutes of 5 May 2021 are a correct record

Resolved to approve the Minutes of 5 May 2021 as a correct record. Proposed Cllr Massy seconded Cllr Harvey and carried unanimously.

4293 To receive an update on progress of resolutions from the last meeting

None.

4294 To receive oral reports from TMBC & KCC Councillors

None.

4295 To receive report from PCSO & Community Warden

The Clerk read report from Community Warden, Jessica Jarrett.

Jessica was delighted to be able to step in and assist her colleague Sandra Edmonds who is currently covering a managerial role. She is covering welfare visits within the Parish and working alongside the PCSO on anti-social behaviour issues occurring in various areas of the Parish and doing as many on site visits to these areas as possible in addition to talking with some of the local youth about their behaviour. She advises residents to report any nuisance issues to the police and the CSU has been made aware of current incidences.

4296 To receive reports from Chairman and Clerk

Footpaths under license this year have reverted back to PROW due to staffing issues however Parish Council will monitor the situation and where possible assist with additional cutting. The schedule for all prowl paths takes about 5 weeks so local paths should be completed by end of June with the next cutting schedule starting in July and a third one where required later in the year.

Government covid guidance and risk assessments are continually reviewed for all Council facilities.

Minibuses due for taxing end of month, 10 week inspection scheduled and we now have vehicle washing facility at the hall all thanks to Mr Dennis one of our driver volunteers who continues to help maintain the vehicles to a good standard. The schools have started booking out the vehicles and we are doing refresher driving days ahead of journeys

Hall bookings are increasing and dare we say almost back to normal with just a few groups holding off until September with the hope of returning then. The TMBC Y2 group have booked the Hy-Arts for summer activities one day in August and are also using the Village Hall over the summer period.

Williams Field – Despite putting up notices, we continue to have issues with someone wiping dog excrement over the bench in the dog walking area and the incidences are being logged and reported to the police with CCTV being considered.

The playground slide had a broken climb net and the playground had had to be closed, the gate padlocked and warning notices and tape in place until the repair was completed by Cllr's Morley and E Bright following guidance and instructions from the equipment supplier "Playdale".

Speed watch – continues and we are looking for additional volunteers but send our gratitude to Alan, David and Mike who have been longstanding members. If the programme is to continue then new equipment will be required but as this is quite costly Council will need to consider whether there is enough community support and additional volunteers will be needed to ensure sustainability in the long term.

4297 To resolve to approve the Temporary Scheme of Delegation 2021-22 (S101)

RESOLVED to approve the Temporary Scheme of Delegation 2021-22 and associated Terms of Reference. Proposed Cllr E Bright, seconded Cllr Richardson and carried unanimously.

4298 Public Time & Parish Matters

Litter on Access Trail & East Lock: Cllr Newman had collected several bags of litter, in particular around the pond and seat area. It was also noted that there had been numerous gatherings of youth at the East Lock and the area was covered in litter. The Clerk to liaise with Hadlow College Principal on these matters to ensure the College was aware as several youths were identified as students of the College.

Hadlow College County Fair – Clerk asked to congratulate the College for what was reported to have been a successful fair with everyone abiding by government covid safe guidelines.

KCC Councillor Elections – It was noted that Sarah Hudson was the newly elected Kent County Councillor for our area and the Clerk to send a letter of welcome.

Home Office Consultation on Protect Duty – Cllr Collins would review details and prepare a response for P&E to approve due to limited time to respond to the consultation which is seeking views on how the Protect Duty can make public safer at publicly accessible locations. Deadline to respond 2 July. Concerns were raised as to the impact on local charities and smaller voluntary organisations if anti-terrorist officers were required at events where 100 people plus could be facilitated regardless as to whether the event itself was open to full capacity.

Tonbridge & Malling Borough Council – Local Plan. The following email had been received from the TMBC Planning Policy Officer:

“The purpose of this email is to inform you that we have recently received the Local Plan Inspector’s Final Report, which will be uploaded to the Examination pages of the Council’s website today. The report confirms the Inspector’s preliminary decision that in their opinion there was a failure of the Duty to Cooperate in respect of the singular cross boundary issue of unmet housing need in Sevenoaks.

For awareness, when the uploads go live later today they will be found here:

- Local Plan Examination News: www.tmbc.gov.uk/lpexamnews
- Local Plan Examination Documents: www.tmbc.gov.uk/lpexamdocs - This is where the Report can be accessed (ED83), under ‘Documents Submitted During and After the Hearing Sessions’
- Local Plan Examination Hearing Sessions: www.tmbc.gov.uk/lpexamhearings
- Local Plan landing page: www.tmbc.gov.uk/localplan

The contents of the report and a review of the options for the future delivery of a Local Plan at the earliest opportunity will form the basis of a report to the Planning and Transportation Advisory Board meeting on the 29th June.”

4299 Correspondence

S106 Protocol letter from TMBC dated 8/6/2021 for consideration – Cllr Harvey reported on the proposed future protocol for obtaining S106 monies.

RESOLVED to set up a small working party to include the Clerk to prepare a draft plan of assets and S106 projects. Proposed Cllr Harvey, seconded Cllr Collins and carried unanimously.

RESOLVED to take the draft plan to full Council for consideration and to consult the local community before finalising the document. Proposed Cllr Harvey, seconded Cllr Collins and carried unanimously.

4300 To review and resolve to approve the Volunteers Policy

RESOLVED to approve the Volunteers Policy. Proposed Cllr Collins, seconded Cllr Carey and carried unanimously.

4301 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** May accounts (bank reconciliation, income & expenditure, cost centre report and trial balance)

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

Planning & Environment

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

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

- **TM/21/01425/TNCA** – Lawson Cyprus G1 x2 - Fell both subject trees including 3x small diameter secondary stems (1no.dead) to near ground level, T2 Maple - Lift low crown evenly to provide a 4m clearance above ground, removal of secondary laterals back to source and if optimum height has not been reached, removal of scaffold branches back to source and remove the significant dead, dying and suspect branches present within entire crown back to source. Park House, 7 North Frith Park, Hadlow, TN11 9QW

HPC Agreed.

- **TM/21/01530/FL** – Single storey side and rear extension. Chesfield Close, Hadlow, TTN11 0DW.

HPC Agreed.

- **TM/21/01495/TPOC** – Works to fell an Oak (T2) tree. Dunsmore, 10 Hadlow Park, Hadlow, TN11 0HX.

HPC Agreed.

- **TM/21/01410/FL** – Erection of a stained timber summerhouse and potting shed 600mm from the boundary fence to the front of the house. Nursery Cottages, Court lane, Hadlow, TN11 0RF.

HPC Agreed.

- **TM/21/01403/FL** – Demolition of the existing conservatory and construction of a rear extension to the property. Demolition of existing porch and construction of new porch. Minor fenestration changes and internal alterations. Bourne Cottage, Blackmans Lane, Hadlow, TN11 0AX.

HPC Agreed.

- **TM/21/00600/FL & TM/21/01398/FL** – Variation of condition 2 (materials) submitted pursuant to planning permission TM/21/00600/FL: (Single storey side extension). Sandlewood, Hadlow Park, Hadlow, TN11 0HX.

HPC Agreed.

- **TM/21/01467/FL** – Proposed detached garage/workshop. 1 Pierce Mill Cottages, Pierce Mill lane, Hadlow, TN11 0LA.

HPC Agreed.

Note the following applications were not seen by HPC due to meeting restrictions

TM/21/01065/NMA – Orchard Dene Works, Ashes Lane, Hadlow: Approved by TMBC

TM/21/00904/TNCA – North Frith Park, Hadlow, TN11 9QW: No objection by TMBC

TM/21/01122/FL – Jasmine Cottage, Maidstone Rd, Hadlow, TN11 0HP: determined 17/6

TM/21/01162/FL – Workshop at Bourne Mill, Carpenters Lane, Hadlow: determined 18/6

c) **To receive update on the Tunbridge Wells Borough Local Plan Regulation 19**

Cllr Carey had submitted Councils comments which would be made available to the public.

d) **To receive update to the Boundary Commission Consultation and consider any recommendations**

Cllr Harvey had attended an online briefing and the presentation papers were available at the Parish Office.

RESOLVED to respond requesting that Hadlow and Golden Green remained within the same ward. Proposed Cllr Harvey, seconded Cllr Collins and carried unanimously. Details to be on Council website.

e) **To receive update on the Electric Charging Points Project and consider any recommendations**

Cllr L Bright had attended the online Kent County Council (KCC) presentation and provided the meeting with a synopsis.

RESOLVED to make an application to KCC and to also check any Covenant's on the HOS carpark. Proposed Cllr L Bright, seconded Massy and carried unanimously.

f) **To receive a report and consider road naming options for the new development opposite Hope Farm**

RESOLVED to propose Hope Close as the name for the new development. Proposed Harvey, seconded Cllr Barrett and carried.

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

TMBC Parish Partnership – Cancelled.

Joint Transportation Board – No meeting.

Joint Standards Committee – No meeting.

4302 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).

Proposed Cllr Collins, seconded Cllr Massy and carried unanimously.

Village Warden – Council made aware that the Warden had now ceased employment

Casual Employees – **Resolved to ratify employment of two individuals on a zero hours short time contract to assist with grounds maintenance and other works .** Proposed Cllr Collins, seconded Cllr Massy and carried unanimously.

Facilities Administrator – the planned interview had been deferred.

Office Staff – consideration to additional office staff would be considered at a later date.

There being no further business the meeting closed at 20.48

Date of next meeting: Monday 12 July 2021, 7.30pm

Signed

Date

Appendix A

Faster Payments For HPC 21 June Approval

446	Admin - Wages Wk12	630.00
447	HMRC - P3 PAYE	1,363.44
448	Clerk - Wages Wk1	2,367.89
449	Warden - Wages Wk12	1,335.92
450	RG Media & IT Services - invs I06990 & I06989	2,579.28
451	King & Sons skip hire - Cemetery & Allotments	520.00
452	Zest - Hall cleaning	457.06
453	Langcorn Electrical Limited - Hy-arts electrical repair	99.00
454	Window cleaning - June	55.00
455	Rialtas - annual support and licence	148.80
456	Gel Creative - 3 months website support	500.00
457	Flash mobile welding - various works (4 invoices)	1,440.00
458	SLCC - annual membership	346.00
459	Clerk reimbursed for expenses including Zoom	151.30
460	Rapid Freight - vehicle valeting (R P Dennis)	72.96
461	Wicksteed - Accompanied inspection playareas	381.60
462	Langcorn Elect - Replace column top W/F carpk & Lonewood Way	2,233.81
463	Toolstation Ltd - Wk Boots - Cas Employee	33.98
464	Three Elm Petrol St - Equip Fuel EB (2 slips)	64.74
465	Treatex - Floor cleaner HOS wood (ms)	60.73
466	Three Elm Petrol St - Minibus Fuel (2 slips) R Dennis	148.01
467	King & Sons - Skip hire c inv3881	270.00
468	Playdale - W/F slide parts	6.10
469	DVLA - 2 Minibus Taxes	550.00
470	KCS - Cleaning supplies	65.22
471	TWells MOT Cent - Minibus 10 inspect CA65	131.00
472	TWells MOT Cent - Minibus 10 inspect DK19	131.00
473	KCS - copier paper	17.82
474	CTA - Membership (minibus information)	120.00
475	ICCM - Annual Subscription (Cemetery)	95.00