

HADLOW PARISH COUNCIL

Minutes of the meeting of Hadlow Parish Council duly convened and held on
Monday 13 September 2021 at 7.30pm

Present: Cllrs N Collins (Chairman), E Bright, M Barrett, L Bright, M Harvey, J Massy, R Morley J Newman,

Also in attendance: Melanie Stepkowski (Clerk & Minute Taker), KCC Cllr S Hudson, TMBC Cllr H Rogers, Hadlow Park Association representative & 2 members of the public

4315 To receive apologies, reason, and approval of absences

Approved Council absences: D Carey, S Richardson.

Other absences: TMBC Cllrs Anderson & Sergison, Community Warden, PCSO.

4316 To receive Declarations of Interest

None.

4317 To resolve that the Minutes of 12 July are a correct record

Resolved to approve the Minutes of 12 July 2021 as a correct record. Proposed Cllr L Bright seconded Cllr Massy and carried unanimously.

4318 To receive an update on progress of resolutions from the last meeting

Minute 4312 To consider Kent Buccaneers request for youth baseball diamond.

Members had met with Kent Bucs to assess the positioning and details of a new youth baseball diamond. A resolution to agree the youth pitch would be put to Council at the October meeting.

4319 To receive oral reports from TMBC & KCC Councillors

KCC Budget: KCC Cllr Hudson reported that meetings were being carried out to discuss budget savings. Consideration of online access to documents for Councillors rather than copying and posting had been suggested by Cllr Hudson to aid in reduction of costs.

Waste Recycling Consultation: Cllr Hudson felt the public consultation was skewed towards booking system only and had requested officers consider amending the consultation to include the option of free access.

TMBC Budget: Cllr Rogers reported the new TMBC leader Matt Boughton was looking at discretionary duties as part of their budget reduction and the public to be consulted before decisions finalised.

Waste Services: Members raised concerns with Cllr Rogers over the current waste collection issues being suffered in Tonbridge & Malling and asked why Tunbridge Wells were reportedly providing a better service despite having the same contractor. Shortage of staff and drivers was part of the problem but no decisive answer to why T&M were suffering more than other areas could be given. It was confirmed that financial penalty notices had been issued to Urbaser.

Parish Partnership: Cllr Rogers reported on the review to protocol for the Parish Partnership Panel including alternating Chairs from Borough and Parish and moving the meetings to community halls rather than the Borough Rooms.

4320 To receive report from PCSO & Community Warden

The PCSO had placed warning advisory tickets on vehicles which were parked either dangerously or inconsiderately along the high street. He was also working closely with police on recent report of intimidating anti-social behaviour at the Village Hall and had visited a couple culprits at their homes.

4321 To receive reports from Chairman and Clerk

The Chair welcomed Mr R Field (Facilities Administrator) to the Council team. He was also pleased to see that gradually groups were returning to the halls in a Covid secure manner.

The Clerk reported:

- S106 Plan was still in development.
- Boundary Commission – decision still awaited
- Road Naming – the Parish Council were still to hear whether the name they put forward for the new development had been approved
- Dementia Friendly – Setting up a group in Hadlow had been delayed partly due to lack of funding, however plans were being made to set up soon.
- EMBER – the new youth group at Hy-Arts was attracting youth of various ages and wished to restart the boxing. Funding was required for both the boxing and to help provide materials for projects and food as the group wished to offer an evening meal to those attending.
- Tree Inspections: In line with the Tree Inspection Schedule the Allotments, HOS carpark, Williams Field, and St Mary's Churchyard were inspected with no major concerns raised.
- Buildings Evaluations – diarised in preparation for insurance renewal.

4322 Public Time & Parish Matters

To consider road improvements on the A26 Hadlow Village Square: Blocks versus tarmac:

The meeting was read an email from the KCC Asset Engineer (Road and Footway) addressing the issues raised over the years relating to frequent utility trenches/reinstatements, the volume of traffic utilising the strategic route, poor ride quality, and disturbance from the noise and vibrations to the adjacent properties. In conclusion both his preference and that of the Operations Team for the District would be to replace the block pavers that form the running lanes on the A26 with bituminous/tarmac surface to ensure its long-term structural integrity and to provide a greater flexibility to undertake future repairs but retain the parking bays and the area in front of the village shops with block paving.

RESOLVED to agree with KCC Asset Engineer that the running lanes on the A26 at Hadlow Village Square be laid with tarmac/bituminous surface and the parking bays and area in front of the village shops remain with block paving. Proposed Cllr Newman, seconded Cllr L Bright and carried unanimously.

As a result of the discussion other road improvements were suggested: possible rumble strips and or coloured tarmac to identify entering a village, 20mph. (speed reduction to be addressed at Joint Transportation Board)

The Queens Jubilee: Celebrations at The Village Hall and Williams Field were being planned and residents asked to save the dates: Saturday 4 June and Sunday 5 June 2022.

Golden Green Fete: TMBC Cllr Rogers reported that the Golden Green Association Fete had been a great success and raised excess of £1200.

Antisocial Behaviour: Mrs Anderson reported that there had been vandalism in the village square with the pharmacy gate being damaged, intimidation at the bus stop, and notice boards damaged. The police were aware of these issues in addition to the reports of continual drug taking in St Mary's Churchyard and the far side of Williams Field.

The Chair confirmed that the Parish Council were unable to install CCTV within the village square as they did not own property in that area, it would be a breach of Data Protection Regulations.

Williams Field Carpark: The Village Hall Management Committee Chair (Caroline Anderson) put in another request to Council to white line the carpark. It was agreed to get a quote for consideration.

Community Litter Pick: The event had been well attended and the WI thanked for supplying cakes and tea. It was hoped to have more litter pick events periodically in the future and it was agreed that advertising in the newsletter and posters in addition to social media would attract more residents.

Hartlake Bridge: Cllr Newman expressed safety concerns to both KCC and TMBC Cllr's about the double parking occurring on and around Hartlake Bridge.

Hadlow College/North Kent College: The dairy operation in Blackmans Lane had ceased and a lot of college land had now been sold.

Road Damage Victoria Road: Cllr E Bright had reported the state of the road to KCC; the tarmac edges were eroding and large crevices appearing.

(KCC Cllr Hudson & TMBC Cllr Rogers were excused from the meeting to attend other duties)

4323 To receive reports from representatives of committees and pass such resolutions thereon as may be necessary:

Finance & General Purposes Committee

- a) **To report on AGAR:** completion of limited assurance review for year ended 31 March 2021.

Cllr L Bright reported that no matters were arising and thanked the Clerk.

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

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

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

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

- d) **To recommend** to Council approval of Investment Strategy Policy 2021-22

Deferred.

- c) **To consider** costs related to purchase of defibrillator and discuss any related issues.

RESOLVED to purchase equipment in the sum of £1554.00 to then be re-imbursed by the Hadlow Tower Group and Council to pay installation costs. Proposed Cllr L Bright, seconded Cllr Barrett and carried unanimously.

Planning & Environment

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

- **TM/21/ 01730/LB** - Works already completed - new kitchen, changed from a commercial kitchen into a domestic kitchen. Replacement windows and door due to original being old and broken. The Old Red House, High Street Hadlow, TN11 0DA.

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/21/01730/LB;>

HPC Agreed.

(Mr Simon McKay, planning agent for TM/21/02112/FL joined the meeting)

- **TM/21/01777/LDE** - Lawful Development Certificate Existing: Use of former garage for ancillary residential use and accommodation to existing dwelling. 3 Tainter Road, Hadlow, TN11 0HL.

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/21/01777/LDE;>

HPC Agreed.

- **TM/21/02112/FL** - Erection of detached live work unit to provide mixed use with health and wellness retreat. Associated hard and soft landscaping. Land Parcel K491841 West Of Cinders Barn, Ashes Lane, Hadlow.

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/21/02112/FL;>

HPC Objected to the above application as, in our view, it would constitute inappropriate development within the Green Belt which would create significant harm to the openness of the surrounding area and would also comprise an over-development of the site with inadequate parking. We do not believe that there are adequate or sufficient special circumstances which would clearly outweigh these issues

(Mrs Anderson and Mr McKay were excused from the meeting)

- b) **To receive update on the Electric Charging Points Project and consider any recommendations.**

Site visit has been completed by engineers but the electricity supply from the Old School Hall was insufficient. After downloading the power lines map for the area an unused line along the path from the library to the school back gate was highlighted. A decision as to whether the power company will permit its use is awaited.

KALC (Kent Association of Local Councils)

Minutes available at Parish Office but in brief bulky waste still awaits reintroduction. Further recycling opportunities for residents in flats is to be started in Tonbridge and then rolled out throughout the Borough.

TMBC Local Plan – this will be re-submitted rather than go to judicial review which means an uplift from the original number of homes and brown sites being reviewed. They will also be looking at conversion of retail property. As to whom they will consult on the review the Clerk would enquire.

Traveller Sites: Concerns were expressed at the meeting as to lack of alternative sites in the Borough which in return allowed more appeals to be successful.

TMBC Parish Partnership – Minutes available at the Parish Office. Matters discussed included introduction of new website and issues flagged with it and also the fact that the planning portal has changes and you can only print documents individually and not as a batch.

Joint Transportation Board – Meeting awaited.

Joint Standards Committee – No meeting.

4324 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 Harvey and carried unanimously.

Staffing matters: Summer grounds staff work now ended and casual employee on hold due to illness.

Medical Centre Lease Renewal: ongoing.

There being no further business the meeting closed at 21.18

Date of next meeting: Monday 11 October 2021, 7.30pm at Golden Green Mission Hall

Signed

Date

Appendix A

Faster Payments HPC Approved

485	Citizens Advice - Donation approved HPC 12/7	50.00
486A	Wages Wk16 Clerk	2367.89
486b	Wages Wk16 Admin	619.40
486c	Grounds Wk16 El	480.00
486d	Grounds Wk16 H	415.00
486e	HMRC PAYE P3	1045.90
486	King & Sons - Inv3947 Skip Hire C	270.00
487	Three Elm & Home Bargains - Truck Fuel & Clean Prod (MS)	54.22
488	Screwfix & Tool Station - Fans x 3 (NC)	68.99
489	Safety Signs 4 Less - H&S Fire Signage	100.02
490	Came & Co (AJGIBL) - Minibus Insurance	2955.01
491	PKF Little John - External Audit 20-21	720.00
492	Broadview/Brookside - Mcentre Border Plants (EP)	82.67
493	Grounds Maintenance Wages Wk20 EP	540.00
494	Grounds Maintenance Wages Wk20 HS	783.52
495	Facilities Wages Wk20	530.40
496	Adminstration Wages Wk20	561.80
497	Clerks Wages Wk20	2367.89
498	PAYE P4	1037.98
499	Screwfix & Travis Perkins - Vehicle Clean Materials	103.09
500	4th Platform - IT Quarterly & FA IT Equip & Install	1750.87
501	Zest - Hall Cleaning July	495.90
502	Window Cleaning Aug	55.00
503	Field - Timposn Keys/Ebay new Phone for Office	205.9
504	Heyn Engineering - Paper Shredder Cabinet	120
505	Clerk Wages Wk24	2,367.89
506	Grounds Wk24 H	836.32
506a	Facilities Wk24	603.08
509	Grounds Wk24 E	515.00
508	Wk24 Admin	534.00
509	HMRC PAYE 5	1,207.53
510	KCC - Inv9997 Cleaning materials	91.20
511	EJP Fire Protection Ltd - Hall fire ext insp	256.20
512	McColls - Stationary (HS)	6.50
513	Post Office Ltd - Stamps	7.80

514	Tool Station & Three Elm: equip rep/fuel	18.54
515	Castle Water - Cemetery	28.47
516	Signal UK Ltd - Work clothing	259.56
517	NKM - Refund of fire contracts	-613.84
518	KCC - Inv9557 Cleaning materials	113.88
519	Zest - Inv4871 Hall Cleaning August	487.20
520	Evans - Window cleaning Sept	55.00
521	Commercial Services (KCC) - Herbicide	812.52
522	Facilities Exp Claim- Keys & Assoc/bolts	166.22
523	Golden Green Mission Hall - Hall hire July	25.00
524	Kent County Playing Fields - Subscript	20.00
525	Direct Testing - PAT Testing	250.00
526	Times - One Media (Solomons) Advert Fac	240.00
527	London Hearts - Defibrillator	1,554.00
528	Mardell - PO01006 Hy-Arts wiring Inspec inv5884	480.00
529	4th Platform - IT Quarterly Charges 6156/6125/6157/6155	813.92
530	Gel Creative - Website Admin June-August	300.00
531	Clerk Wages Wk28	2,367.89
532	N Collins - Reimburse M&S Sundries	5.00
533	Admin Wages Wk28	288.00
534	Facilities Wages Wk28	530.40
535	HMRC PAYE P6	1,161.90
536	R G Media - Inv742 Clean CCTV Cameras & Footage Run	288.00
537	Gel Creative - Inv653 Admin Website June-Aug	300.00
538	4th Platform - IT Services Inv6156/6125/6157/6155	813.92
539	R M Electrical - Inv5884 EICR at Hy-Arts Centre (5 yearly)	400.00
540	R apid Freight - Dennis Vehicle Cleaning Minibuses&Truck	50.00
541	Grounds Works Wages Wk28	125.00
542	Spartan Roofing - Adams Inv002 HOS Roof Repair (theft)	400.00
543	Kentish Plumbers - Inv2172 Hyarts Toilet Repair (refix)	111.00
544	Trueplan - Inv6606 - Lease Plan MC	60.00
545	Clerk - Expenses Stationary, Bins, Kys	263.81
546	London Hearts	1,554.00