

# HADLOW PARISH COUNCIL

**Minutes of the meeting of Hadlow Parish Council duly convened and held on**  
Monday 14 February 2022 at 7.30pm at Old School Hall

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

**Also in attendance:** M Stepkowski (Clerk & Minute Taker), KCC Cllr Hudson, TMBC Cllr D King, S O'Shea, O Baldock, H Pax, B & A Valleley (Hadlow Park Association)

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## **4376 To receive apologies, reason, and approval of absences**

Approved Council absences: D Carey, S Richardson, proposed Cllr Collins, seconded Cllr L Bright and carried.

Other absences: TMBC Cllr's Sergison, Anderson & Rogers, PSCO Vincent & Community Warden

## **4377 To receive Declarations of Interest**

Cllrs Harvey & Massy – Planning Application TM/22/00121/TNCA (involving St Mary's Churchyard).

Cllr Massy - Allotment Terms & Conditions (as allotment holder)

## **4378 To resolve that the Minutes of 10 January 2022 are a correct record**

**Resolved** to approve the Minutes of 10 January 2022 as a correct record. Proposed Cllr Newman seconded Cllr Massy and carried unanimously.

## **4379 To receive an update on progress of resolutions from the last meeting**

Minute 4367 Overgrown hedges Court Lane & Victoria Road: Works completed in the main but Hayse Farm hedges were still overgrown and this was a matter for Kent County Council to address.

Minute 4369 Minibus Agreement – this had been signed and original sent to Council solicitors (Hedleys).

Minute 4370 The Village Square Defibrillator – installation is complete and training available via YouTube link due to COVID restrictions of training numbers.

Minute 4374 EROB284 – the Exclusive Right of Burial has been returned to Council ownership and the previous owner has asked that we donate the sum of £200 offered to them to a charity of our choice. It has therefore been used to cover the hall hire costs of the bereavement group Friends Together and the previous owner notified accordingly.

#### **4380 To receive oral reports from TMBC & KCC Councillors**

TMBC Cllr Hudson for Waterringbury in the absence of Hadlow TMBC Councillor representation reported:

##### **“HOUSING NEEDS RESEARCH**

Gillian Aylett, Housing Strategy and Enabling Manager, is trying to promote the household survey currently being run as part of the Housing Needs Research project.

The more responses received, the better the data available to inform our housing strategy. It is open to anyone living in the borough to complete [here](#).

Please do share with residents, community groups and on social media. If you have residents not online they can complete it by telephone on 0800 612 9133. The deadline is 14 February and a letter was sent out to around 15,000 randomly selected households recently.

##### **ROADSIDE NATURE RESERVES**

Next month a report will be presented to the Communities & Housing Advisory Board asking for endorsement of the next stage of roadside nature reserves.

This follows the successful trial at Darenth Avenue in Tonbridge. Indeed, just this week Medway Valley Countryside Partnership attended to sow yellow rattle seed at the site. If you have a site suggestion, please let me know?

##### **COVID19 BUSINESS GRANTS**

Applications for both the Omicron Hospitality and Leisure Grant and Additional Restrictions Grant discretionary scheme are now open. Please do share details of how to apply for this funding to businesses you are aware of [here](#).

The deadline for applications is 18 March 2022 and from speaking to the Inspectors they still think there are many businesses eligible who have not yet applied. We would rather this money made its way to local business than returned to the Government, so please share widely!”

In her role as local KCC representative Cllr Hudson also reported the following:

There had been long meetings held to discuss the Kent County Council budget and deficit of c£100 million pounds and the need to find savings; regrettably it had therefore meant a rate increase of 2.99% for the year 2022/23.

Finger Post Signs – Ashes Lane. The wooden signs were in need of repair and the County Council were offering the Parish the option of a) replacing with metal signs b) the funds in line with the cost of metal signs to the Parish to facilitate wooden sign upgrade on the condition the Parish would then have responsibility for their ongoing upkeep.

(The Clerk had yet to add the proposal to an agenda and it was therefore agreed the matter would be finalised at the next P&E meeting.)

Covid Recovery Grant – Cllr Hudson confirmed that she had supported the following grants within Hadlow Parish:

£500 Dementia Friendly, £1500 Youth Engagement, £1240 Ember Youth Group.

In response to Cllr Morley's question about the speed cameras recently installed on the Tonbridge Road near Cuckoo Lane and whether cameras could be installed on the Maidstone Road of the village, Cllr Hudson confirmed consideration of cameras was the responsibility of the Kent & Medway Safety Camera Partnership (K&MSCP). The partnership operates across the Kent Police area covering both Kent and Medway and its sole purpose is to reduce road casualties. The K&MSCP produces an annual report which is circulated to each Partner organisation setting out progress to date and challenges for the future. All details related to cameras and accidents are available on their website.

Cllr Hudson also confirmed that the replacement of the brick pavers on the A26 Village Square was planned for 2022/23.

#### **4381 To receive report from PCSO & Community Warden**

The Clerk confirmed that the new Community Warden Diane Wakeling will now be within the East Peckham and Hadlow area three days a week rather than two and is participating in the delivery of the St Mary's Church food bank.

#### **4382 To receive reports from Chairman and Clerk**

The Clerk reported that the following had been completed:

The brick column at the Hadlow Medical Centre gate entrance had been rebuilt and one column removed and replaced with fencing to prevent further issues caused by tree roots.

W/Field the Multi-play climbing rope had now been secured and back in place.

Defibrillator in the phone box at Village Square was now operational and weekly safety checks completed by the Caretaker.

Xmas/Valentines Tree in the village square to be removed around 18<sup>th</sup> March.

Fire risk assessment had been completed for Hyarts Centre, Old School Hall and Medical Centre and the Clerk and Caretaker had put into place an action plan for remedial works.

Playground risk assessments had been provided to full Council and read by the Clerk and Caretaker and all remedial actions scheduled including new information signs for all areas.

Annual Parish Meeting & Dementia Friendly Session – Monday 14 March starting with Dementia Friendly session at 6.30pm leading into the Parish Meeting; agenda to be determined.

#### **4383 Public Time & Parish Matters**

##### **a) To receive an update on local Queen's Jubilee Events**

The Clerk confirmed details had been provided with the February newsletter. It was suggested that local media be informed of the event.

- b) **To consider** request from Hadlow Village Hall Management Committee for Bow Top Rail fencing to be installed at the back of the hall.

**RESOLVED to approve in principle the installation of Bow Top Rail Fencing behind Hadlow Village Hall.** Proposed Cllr Harvey, seconded Cllr Morley and carried.

- c) **To consider** extending the existing surface at Williams Field to accommodate a full size netball court.

It was agreed to consider extending the netball surface as part of the works already proposed under Section 106 monies related to the Carpenters Lane development.

- d) **To note** correspondence with North Kent College with regards to Lambing Field – Orchard and Polytunnels proposal.

The Clerk read an extract from correspondence with North Kent College as follows:

*“The College is being supported in a new exciting project of a ‘concept orchard’ by the DFE. This will provide a unique facility and builds on the College’s wider horticultural and agricultural experience for the betterment of our students and the wider agricultural industry in this respect for which Kent is in the garden of England. “*

It was thought that the polytunnels may not be subject to planning, but confirmation was awaited. Members agreed to email their concerns over the proposed polytunnels to the Clerk ahead of her forthcoming meeting with the Interim Vice Principal, Chris Lydon.

Whilst on the subject of the College, Cllr Newman understood that the Lambing weekend was still due to take place this year.

Cllr Morley had been liaising with the local PCSO about parking on pavements and had been assured action would be taken in the near future.

TMBC Planning Portal – Cllr Harvey as Chair of P&E asked TMBC Cllr Hudson to report back concerns over the new planning portal which no longer allowed for planning application locations to be identified via online maps which was always helpful particularly since hard copies of plans were no longer sent out to the Parish. Also, the new system did not allow for clicking and downloading bulk documents and was now considered to be non-user friendly.

TMBC Cllr for neighbouring Higham Ward, Dennis King, took the opportunity to introduce himself to the meeting. Cllr King is a member of a number of panels and committees and is the Chair of Area 1 Planning Committee.

#### **4384 Correspondence**

None.

#### **4385 To approve Planned Schedule of Meetings May 2022 to April 2023**

**RESOLVED to approve the Planned Schedule of Meetings for May 2022 to April 2023 subject to date change from 21<sup>st</sup> to the 28 February 2023 for Planning & Environment Meeting.** Proposed Cllr Collins, seconded Cllr E Bright and carried unanimously.

**4386 To receive reports from representatives of committees and pass such resolutions thereon as may be necessary:**

Finance & General Purposes Committee – Cllr L Bright to report:

a) **To resolve payments to date.**

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

b) **To resolve January** accounts (bank reconciliation, income & expenditure, cost centre report, bank statements, trial balance).

**RESOLVED** to approve January accounts. Proposed Cllr L Bright, seconded Cllr Collins and carried unanimously.

c) **To resolve** to contribute financially towards Queen’s Jubilee Events being held at Williams Field including Village Hall Dance, Picnic in the Park, the Parade

**RESOLVED to cover costs of purchases related to the Queen’s Jubilee Events authorised by the Parish Council up to a maximum of Two Thousand Pounds.** Proposed Cllr L Bright, seconded Cllr Morley and carried unanimously.

Planning & Environment Committee

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

- **TM/22/00083/LB** - Listed Building Application: replacement of all windows. The Malt House, Court Lane, Hadlow, TN11 0JU  
<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/00083/LB>

**HPC Agreed.**

- **TM/22/00121/TNCA** - T1 - Sycamore., remove major dead wood only. G1 - 4x limes - front of church yard, re pollard removing 4m of growth. St Mary’s Church, Church Street, Hadlow, TN11 0DB

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/00121/TNCA>

**HPC Agreed.**

- **TM/22/00177/LDP** Lawful Development Certificate Proposed: Erection of outbuilding (replacement shed). Old Place, Stallions Green, High House Lane, Hadlow, TN11 9RB

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/00177/LDP>

**HPC Agreed.**

*(Cllr S Hudson excused from the meeting to attend to other duties)*

b) **To review Allotment terms & conditions**

**RESOLVED to review and amend the Allotment Terms & Conditions at the next P&E Meeting.** Proposed Cllr Morley, seconded Cllr Harvey and carried unanimously.

**RESOLVED that P&E Committee finalise the new Allotment Terms & Conditions for 2022-23.** Proposed Cllr L Bright, seconded Cllr Collins and carried unanimously.

- c) **To consider and resolve a Motion** “Council fully acknowledges the serious threats and challenges arising from Global Warming and hereby commits to include an assessment of the relevant environmental impact of all council current operations and activities plus future decisions, plans and projects”

**RESOLVED to acknowledge the serious threats and challenges arising from Global Warming and commits to include an assessment of the relevant environmental impact of all council current operations and activities plus future decisions, plans and projects.** Proposed Cllr Collins, seconded Cllr E Bright and carried unanimously.

With regards to effect on the local environment and the Parish carbon footprint it was agreed to possibly set up a working party to include residents and Parish Councillors. The matter would be addressed in more detail at P&E. Ms Pax had been approached as a member of the HadLow Carbon Group and she would discuss the matter further with other members and consider joining a Council led working party.

KALC (Kent Association of Local Councils) – meeting due.

To respond to Ofcom Review of Postal Regulation (closes 3/3/22). It was concluded that the review was too technical and no response to be sent.

TMBC Parish Partnership Panel – Cllr E Bright summarised the meeting and minutes would be available on the Borough website.

TMBC Joint Transportation Panel – meeting due.

TMBC Standards Committee - meeting cancelled

- 4387 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).

**RESOLVED to exclude the Press and Public from the meeting to carry out interviews for co-option onto Council.** Proposed Cllr Collins, seconded Cllr Massy and carried unanimously.

**RESOLVED to co-opt Owen Baldock and Siobhan O’Shea onto Council.** Proposed Cllr Collins, seconded Cllr Massy and carried unanimously.

**There being no further business the meeting closed at 21.25**

**Date of next meeting: Monday 14 March 2022, 7.30pm in the Old School Hall, Hadlow**

**Signed**

**Date**

<b>Appendix A</b>		<b>£</b>
624	Wicks (LP) - Wheelie bin storage cemetery	345.00
625	TMBC Planning Portal - Yth pitch app (MS)	259.00
626	HMRC - PAYE P10	1029.30
627	Caretaker - Wages Wk44	370.00
628	Admin - Wages Wk44	318.00
629	Clk - Wages Wk44	2367.89
630	All Brickwork & Groudsworks Ltd (S Fright) Inv224	1770.00
631	Playdale - Inv44528 Parts multiplay rope wf	553.87
632	Tunbridge Wells MOT Ltd - 2 Bus 10 week inspect	168.00
633	Flash Welding - Inv7012 Safety panel multiplay wf	132.00
	Flash W Inv7029 W/f rope multip & mc gate hook	180.00
634	Kent County Council - Inv6074 Clean materials	85.78
	Kent County Council - Inve5636 Fire risk ass	570.00
	Kent County Council - Inv5648 Fire exting MC	130.80
635	Zest - Inv5074 Jan cleaning Hy & HOS	591.60
636	RG Media - Inv7113 Annl maint cctv	1262.40
	RG Media - Inv7112 Replace camera vandalised	362.40
637	D Evans - Window cleaning feb	55.00
638	Down to Earth - Inv6341 Allot goat willow branch	192.00
639	4th Platform - Inv6803 Skykick backup computer	16.85
	4th Platform - Inv6793 Cloud backup	36.00
	4th Platform - Inv6774 ADSL rental	153.34
	4th Platform - Inv6759 Desktop	499.39
640	KALC - Inv2459 Evenbrite planning confer	60.00
641	Gala Lights - Inv1211 xmas light instal/take down	3348.00
642	Kentish Plumbers - Inv2353 boiler safety checks	280.80
643	Screwfix - Inv3058 Toilet seat hy	34.99
	Screwfix - Inv5714 5 Keysafe hyarts	17.98
644	Spy Alarms - Inv9347 Annl maint intruder hos	567.60
	Spy Alarms - Inv1931 Annl maint intruder mc	601.20
645	Wicksteed Inv6653 - Accompanied insp play area	309.60
646	Caretaker - Wages Wk48	645.00
647	Admin - Wages Wk48	444.00
648	Clerk - Wages wk48	2367.89
649	HMRC - PAYE P11	1029.30
650	Wickes - Ord842 Bin storage (2) cemetery	345.00