

HADLOW PARISH COUNCIL

Minutes of the Meeting of Hadlow Parish Council duly convened and held on
Monday 11 July 2022 at 7.30pm

Present: Cllrs N Collins (Chairman), O Baldock, E & L Bright, D Carey, M Harvey, J Massy, J Newman, S Richardson, S O'Shea.

Also in attendance: M Stepkowski (Clerk & Minute Taker), TMBC Cllr P Montague, KCC & TMBC Cllr S Hudson, Hadlow Park Residents Association Representative.

4442 To receive apologies, reason, and approval of absences

Approved Council absences: None.

Other absences: TMBC Cllrs J Anderson, J Sergison & H Rogers.

4443 To receive Declarations of Interest

None

4444 To resolve that the Minutes of 13/06/2022 are a correct record

Resolved to approve the Minutes of 13 June 2022 as a correct record subject to correcting spelling of two attendees from Williams to Williamson and O'shea to O'Shea and correcting date and page numbering in the footer. Proposed Cllr Harvey, seconded Cllr E Bright and carried unanimously.

4445 To resolve that P&E Minutes of 28/06/2022 are a correct record

Resolved to approve the P&E Minutes of 28 June 2022. Subject to correcting date of meeting to Tuesday 28 June. Proposed Cllr Harvey, seconded Cllr O'Shea and carried unanimously.

4446 To receive an update on progress of resolutions from the last meeting held 13/06/2022

Minute 4383 To consider request from Hadlow Village Hall Management Committee for Bow Top Rail fencing to be installed at the back of the hall.

Tate Fencing had rescheduled date for installation. Noted.

Minute 4425 To review appointment of the council's representation within outside bodies:

Resolved to elect Cllr L Bright as Council representative to Kent Association of Local Councils (KALC). Proposed Cllr Collins, seconded Cllr E Bright and carried unanimously.

Minute 4423 A26 Speed Cameras

Cameras in situ but still awaiting electricity connection by UK Power Networks (UKPN).

Minute 4438 Correspondence

Council emailed letter to TMBC Street Scene, Leisure and Technical Director Robert Styles supporting concerns raised by Mrs Williamson but did not receive a response and the sale of the public toilets on the corner of Court Lane proceeded.

Minute 4439 to acknowledge costs related to the Parish Jubilee Events and Donation to Hospice in the Weald

Clerk confirmed costs for the Jubilee using the Community Earmark reserve totalled £1351 with £396 of this being funded through the 2021-22 budget.

Hospice in the Weald – The Clerk continued to liaise with the Hospice fundraising organiser who due to procedural errors was currently unable to confirm the funds raised by Hadlow Jubilee events. The money raised by the Rose & Crown would be temporarily held in the Council's bank account until the monies already received by the Hospice were accounted for. Clerk to keep Council updated.

4447 To receive oral reports from TMBC & KCC Councillors

KCC Cllr Hudson reported that she had been involved in and was planning to attend several meetings throughout the month including:

- Tonbridge & Malling Local Children's Group, where she chaired the meeting, at which discussions were held around various events related to young people. The Group were sponsoring the Kent Police Safety Pin initiative which provided badges with safety pins holding a QR code linking to Child Line and other child safety bodies.
- RE-Connect – a Kent County Council led, community-based programme designed to get Kent's children and young people thriving following the pandemic. Recognising the costs of travel to activities and thanks to Kent's local bus operators, young people and families with children can enjoy the summer holidays and activities with free bus travel between 23 July and 31 August 2022. More information available at <https://www.kent.gov.uk/education-and-children/schools/reconnect/free-bus-travel-for-young-people-and-families>
- Kent & Medway Fire Rescue Annual Meeting – strike action possible
- Environment & Transport Cabinet Committee Meeting – to take place late July

TMBC Cllr Montague reported:

- TMBC Anti- Litter Campagne was underway with enforcement focused currently mainly in Tonbridge
- TMBC Planning Department – Cllr David Davis was the new Cabinet Member for Planning
- TMBC Asset Review – The Borough had employed a consultancy firm to review Tonbridge & Malling Borough Council's assets.

- Overview & Scrutiny Committee – to review the Borough’s waste collection service

In response to queries on the Street Trading Consultation requesting public views on the re-designation of the borough street trading policy; Councillors expressed several concerns about the proposals and felt that the current draft would produce a chilling effect on many local events. Cllr Montague assured Council he would speak to relevant Borough Councillors and Officers involved in the review raising Parish concerns and keep HPC updated.

In response to Cllr Hudson’s report that the Borough was trying to encourage independent traders into Tonbridge as the shops were not large enough for the larger commercial companies such as Marks & Spencer’s, Cllr Newman put forward the suggestion that closed shops in the interim could be used for “Pop Up” shops.

4448 To receive report from PCSO & Community Warden

Crime reference and police contact was awaited with regards to the criminal damage caused to the Williams Field perimeter fencing which had been cut by persons to gain immediate access to the horses in the field. PCSO Vincent was aware of the position.

4449 To receive Chairman & Clerk’s Report

The Chair congratulated and thanked everyone who had participated or volunteered for both the Fun Day at Williams Field run by Mrs Barrett and the School Fair. Both events were well attended.

Golden Green vandalism – the Chair reported there had been a small spate of vandalism of bins at Signpost Field, dirt bike riding and graffitiing on Golden Green Mission Hall. Residents were keeping a watchful eye.

Clerk reported on a new collaboration with Hadlow Rural Community School to assist in the school’s Community Engagement Projects. The project included works on the Access Trail once Public Rights of Way had provided permission, planting donated lavender from Downderry Lavender in the medical centre border with Downderry being on site to educate the children on the merits of lavender and planting. Litter picking was also on the community project list. It was also hoped to encourage students to partake in local sporting and group activities.

4450 Public Time & Parish Matters

- a) Kent Police’s Neighbourhood Policy Review, engagement events summary.

As part of Kent Police’s Neighbourhood Policing Review, engagement events were held across the County with members of the community. Group discussions took place to identify the community priorities and needs. This information would be utilised by the review team to assist in development of future neighbourhood Policing models. Both Chair and Clerk had attended one of the engagement evenings at which several ideas for future policing were discussed.

b) TMBC Street Trading Review

Members had concerns over the draft review and the impact it would have on local community, group and school fairs. TMBC Cllr Montague would take the concerns to the committee overseeing the review and try and ascertain further information.

c) Current high temperatures

Cllr Carey expressed concern over the vulnerable in such hot weather. KCC Community Wardens were in contact with quite a few residents who were vulnerable and were also available for referrals. The Parish Council Covid Assistance programme was still live due to the continuing infection rate and Councillors were able to volunteer to call members on the list to check they were ok if they chose.

d) The Big Butterfly Count

The Big Butterfly Count is a UK-wide survey aimed at helping assess the health of our environment simply by counting the amount and type of butterflies (and some day-flying moths). The Big Butterfly Count begins on Friday 15th July 2022 and will run until Sunday 7th August. For further information: <https://bigbutterflycount.butterfly-conservation.org/>

4451 Correspondence

No correspondence.

4452 To receive reports from representatives of committees and pass such resolutions thereon as may be necessary:

Finance & General Purposes Committee

a) **To resolve Payment to date**

RESOLVED to approve payments to date. Proposed Cllr L Bright, seconded Cllr Baldock and carried unanimously.

b) **To resolve June** accounts (including bank reconciliation, income & expenditure, cost centre report, trial balance, bank statements, journals April – June and first quarter report)

RESOLVED to approve June accounts in entirety, proposed Cllr L Bright, seconded Cllr Baldock and carried unanimously.

Planning & Environment (P&E)

a) **To resolve proposed dates for public viewing of Dandara Planning Application (Court Lane) at Old School Hall.**

RESOLVED to approve Tuesday 19 July 1.30pm-5pm and Wednesday 20 July 2022 10am to 3pm subject to application validation. Proposed Cllr Harvey, seconded Cllr Massy and carried unanimously.

- b) To resolve proposed date for a public meeting with Councillors in Old School Hall to debate and receive comments and views from the public on the Dandara Application.

RESOLVED to approve date for Council to facilitate a public meeting on Thursday 21 July 2022 at 7.30pm. Proposed Cllr Harvey, seconded Cllr Baldock and carried unanimously.

- c) To resolve that P&E will respond to the Dandara Application on Court Lane on Council's behalf taking into consideration residents' written comments submitted during the public viewing dates and at the public meeting at Old School Hall.

Resolved that Planning & Environment Committee (P&E) would respond to the Dandara Planning Application (TM/22/01474/FL) once the application has been validated on the TMBC Planning Portal and after the viewing dates and public meeting facilitated by the Parish Council.

Planning Applications:

- **TM/22/01383/TPOC** - T1 Sycamore (applicant's reference), reduce crown by 20%. This tree showing signs of squirrel damage in upper crown. This tree will benefit from being reduced as part of tree maintenance, T2 Sycamore (applicant's reference), reduce crown by 20%. This tree showing signs of squirrel damage in upper crown. This tree will benefit from being reduced as part of tree maintenance standing in group G2 of Tree Preservation Order 83/10082/TPO. Robins Nest 31 Hadlow Park Hadlow Tonbridge Kent TN11 0HX.

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/01383/TPOC;>

HPC Agreed.

- **TM/22/01384/TPOC** - T 1 (Applicant ref.) Yew - crown lift to 5 meters over highway to clear pavement of highway. T 2 (Applicants ref.) Common Oak - mature oak tree - remove major dead wood from crown. Standing in Group G2 of Tree Preservation Order. Dragons Hadlow Park Hadlow Tonbridge Kent TN11 0HY.

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/01384/TPOC;>

HPC Agreed.

- **TM/22/01433/FL** - Replacement of various sheds to the side of the house with a new single storey extension for a bigger kitchen and home office, new front door and new windows/ doors as noted. 7 Kenward Court Hadlow Tonbridge Kent TN11 0DX .

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/01433/FL;>

HPC objects to this planning application as we believe it would represent an over-development of the site. We are particularly concerned that the proposals involve development across the entire width of the site, without a 1m gap between the property and the adjoining properties fronting onto School Lane

4453 To receive reports from representatives of external committees and pass such resolution thereon as may be necessary:

KALC (Kent Association of Local Councils) – Next meeting 21 July 2022.

TMBC Parish Partnership – Next meeting September 2022.

TMBC Joint Transportation Board – No meeting.

TMBC Standards Committee – No meeting.

4454 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)

Motion to Exclude the Press and Public proposed Cllr Collins, seconded Cllr L Bright and carried unanimously.

Staffing – it was agreed to hold a Staffing Committee Meeting (which is not open to the public) to discuss the way forward in respect of additional Office staff possibly in the form of a Deputy Clerk.

Staffing holidays during August were noted.

Open Spaces – Quotation from Tate Fencing to install and supply part materials for dog walking area at Williams Field.

RESOLVED to accept the Tate/Tonbridge Fencing quotation for installation and supply of part materials for dog walking area/playing field perimeter fence at Williams Field. Proposed Cllr Collins, seconded Cllr L Bright and carried unanimously.

RESOLVED to apply for S106 monies in relation to application 20/00597/FL to fund the installation and materials for the dog walking/playing field perimeter fence.

There being no further business the meeting closed at 21.08

Date of next meeting: Monday 12 September 2022, 7.30pm at Old School Hall

Signed

Date

Appendix A

Faster Payments

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| 745 | Wise Soft Washing - Inv0122 HOS gullies | 289.79 |
| 746 | MFG - Jubilee BBQ Gas (LP) | 59.49 |
| 746 | MFG - Truck Fuel (LP) | 60.02 |
| 747 | Haywards Farmshop - Jubilee Coconuts (EB) | 85.00 |
| 748 | 4th Platform - Inv334 Desktop Complete IT | 496.48 |
| | 4th Platform - Inv7350 ADSL Rental | 153.34 |
| | 4th Platform - Inv7361 Cloud Backup | 36.00 |
| | 4th Platform - Inv371 Skykick Sharepoint | 16.85 |
| 749 | Zest - Inv228 Hall Cleaning | 656.64 |
| 750 | Screwfix - Inv 6177 Safety Equip Jubilee | 95.15 |
| 751 | KCC - Inv777 Cleaning Materials & Diarys | 288.28 |
| 752 | Rialtas - Inv629 Alpha Annl Software Sub | 154.80 |
| 753 | D Evans - Window Cleaning June | 55.00 |
| 754 | Signs Scott Ltd - Inv659 Noticeboards Cem/Al | 2040.00 |
| | Signs Scott Ltd - Inv633 Crpk/play Signage | 1089.60 |
| 755 | Bookers - Inv0251 Jubilee Goods (Gbrown) | 94.06 |
| 756 | Clerk - Various Jubilee items and cable covers | 240.09 |
| 757 | Kent County Council - Hadlow Primary Sch Floor Machine | 999.58 |
| 758 | HMRC - PAYE P4 | 1464.46 |
| 759 | Admin Wages WK16 | 568.20 |
| 760 | Caretaker Wages WK16 | 992.29 |
| 761 | Clerk Wages WK16 | 2429.70 |
| 762 | Signs Scott - Inv21431 Signs for open spaces | 381.60 |
| 763 | Craig Parton - Inv2022-06 St Marys grass cutting | 62.50 |
| 764 | Screwfix - Inv5001 Strimmer line | 30.38 |
| 765 | Travis Perkins - Inv247 Mortar & tub - repairs | 37.06 |
| 766 | KCC Commercial Svs - Inv3678 Jubilee line painting | 234.00 |
| 767 | R M Electrical - Inv5929 EICR elect test Mcentre | 400.00 |
| 768 | Collins - Bench repair & paint Signpost Field | 62.08 |
| 769 | SMB Records - Inv1583 Console paperwaste | 42.00 |
| 770 | L Pierce - balance expenses | 7.98 |
| 771 | Clerk - Various expenses minib fuel, TFL | 105.24 |
| 772 | Orion - Inv3409 Minibus Safetybelts | 60.00 |

Invoices due for payment as at 11/7/22

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| 773 | On Site Wheelie Washers - Millenium Stone move | 180.00 |
| 774 | Clerk – Meeting sundries | 10.85 |
| 775 | C P Gardening - Grass cutting St Mary 21/28 June | 62.50 |
| 776 | Zest - Inv5280 Hall Cleaning June | 656.64 |
| 777 | D Evans - Window cleaning July | 55.00 |