

HADLOW PARISH COUNCIL

**Minutes of the Meeting of Hadlow Parish Council duly convened and held
on Monday 11 December 2023 at 7.30pm**

Present: Cllrs Harvey (Vice Chairman), O Baldock, E Bright, D Carey, J Massy, J Newman, S O'Shea,

Also in attendance: M Stepkowski (Clerk & Minute Taker), Hadlow Park Residents Association Representative, 1 member of the public were also in attendance.

4648 To receive apologies, reason, and approval of absences.

Approved Council absences: N Collins, J Kennett,

Other absences noted: KCC Cllr Hudson & TMBC Cllr Lark & Crisp (other meetings & commitments)

4649 To receive Declarations of Interest and confirm Declaration of Acceptance of Office

Cllr Massy in regard to requested tree works at St Mary's Church

4650 To resolve HPC Minutes of 13 November 2023 are a correct record.

Resolved to approve the HPC Minutes of 13 November 2023 as a correct record. Proposed Cllr Baldock, seconded Cllr Newman and carried unanimously.

4651 To receive an update on progress of resolutions from the last meeting held 09/10/2023.

No matters addressed.

4652 To resolve P&E Minutes of 5 December 2023 are a correct record.

Resolved to approve the P&E Minutes of 5/12/2023 as a correct record. Proposed Cllr Harvey, seconded Cllr Massy and carried unanimously.

(Cllr Carey was invited to join the meeting)

4653 To receive oral reports from TMBC & KCC Councillors

No report.

4654 To receive report from Police & Community Warden.

No report.

4655 To Receive Clerk & Chairman's report.

Clerk confirmed the Parish Office would be closed during the Christmas period after the morning public time on Thursday 21 December, re-opening Tuesday 2 January.

There had been several incidences of broken glass and drinking at both St Mary's Churchyard and Williams Field. Cleaning up from these incidences was taking considerable time away from the Caretakers work hours. Members and residents were asked to keep vigilant and report any anti-social behaviour to both 101 and the Parish Office.

4656 Public Time & Parish Matters

Community Warden Scheme – to consider any updates received on current consultation.

The results of the consultation were awaited before any further consideration could be given to this matter. However, as members of the committee were due to meet with other Parish Councillors from the Bourne Ward in the coming weeks it was agreed to discuss the possibility of Parishes jointly employing a Community Warden if the County scheme was disbanded.

Public Bins: Cllr Newman was concerned that the public bins within the Parish required additional emptying during the week and the matter to be addressed to TMBC waste department. The Clerk reminded the meeting that overflowing bins should be reported on the Borough “Report A Fault” system and not directed to the Clerk.

01474/FL/FLMAJ – Court Lane App: Member of the public asked whether the amended Dandara application 01474/FL/FLMAJ had removed the proposed flats above of the planned kindergarden: Council were not aware of any such change to the application and confirmed that their initial objections still stood. Cllr Baldock went on to confirm that the advantage of the amended application had meant consultees and interested parties had been provided another opportunity to respond and it was hoped that this time around that Kent County Highways would respond.

St Mary’s Trees – Cllr Massy in her capacity as Secretary to the Church requested additional tree works to cut back branches on the North Porch and behind the Church which had extended over the roof. Clerk to check both the budget and tree inspection report before taking further action.

COVID: Cllr Carey reminded the meeting that there was a new variance of COVID and highlighted the importance of testing.

Main Drain Hole Repair A26 by Hadlow Park entrance: Cllr Baldock had reported the essential repair works required and apologised for any inconvenience the road works had caused residents whilst the drain manhole cover was replaced.

4657 Correspondence

None.

4658 To receive reports from representatives of committees and pass such resolutions thereon as may be necessary:

(1) Finance & General Purposes Committee

a) To resolve payments to date

Resolved to approve payments to date. Proposed Cllr Harvey, seconded Cllr Baldock and carried unanimously.

b) To resolve November accounts in their entirety

Resolved to approve November accounts in their entirety. Proposed Cllr Harvey, seconded Cllr O'Shea and carried unanimously.

c) To resolve Budget & Precept Request for 2024-25

Resolved to approve the 2024 Budget and Precept Request in the sum of £135,731 (one hundred and thirty-five thousand seven hundred and thirty one pounds).

Council was aware of the financial constraints on residents over the past year and had wished to keep the precept demand as small as possible. They had therefore set a target of circa 7.5% increase in precept which could only be achieved by contributing £8000 (eight thousand pounds) from Reserves. It was however noted that this was not a long-term solution.

Planning & Environment Committee – Cllr Baldock to report & update on resolutions of the Meeting held 5 December.

(a) Planning Applications

- **TM/23/02029/TPOC** – Whistlers Wood: This application was responded to in October.

(b) To note: recent TMBC planning decisions and appeals.

Noted.

4659 **To receive** reports from representatives of external committees and pass such resolutions thereon as may be necessary.

- KALC – Cllr Bright confirmed meeting due Thursday 14 December
- TMBC Parish Partnership Panel – next meeting February
- TMBC Joint Transportation Board – Cancelled lack of business
- TMBC Standards Committee – Cllr Baldock had been unable attend the last meeting but provided a brief summary of the content which was in reference to a breach of code of conduct.

4660 **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).

No motion required.

There being no further business the meeting closed at 20.00

Date of next meeting: Monday 8th January 7.30pm at Old School Hall

Signed

Date

Date: 28/12/2023

Hadlow Parish Council

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Time: 12:54

Current Bank A/c

List of Payments made between 01/11/2023 and 11/12/2023

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/11/2023	Amazon UK	1159	27.67		Invs54/92/29 Repair Materials
03/11/2023	British Telecom	DD	237.21		InvM161KZ Phone & Internet
05/11/2023	MFG Fuel Station	1169	50.01		DA14 Truck Fuel
07/11/2023	Timpson	1160	36.00	NC	Key Cutting - Hyarts
09/11/2023	Direct Electrical	1161	384.00		Inv0154 PAT Testing Hy&HOS
09/11/2023	Auditing Solutions Ltd	1162	450.00		Inv8229 Interim Audit
09/11/2023	Golden Green Association	1163	1,000.00		Donation - GG Mission H Window
09/11/2023	CP Gardening Services	1164	200.00		Inv25 St Mary's Grounds Grass
09/11/2023	Kent Association Local Council	1165	36.00		Inv6449 Finance Train Cllr K
09/11/2023	Signal Uk Ltd	1166	158.76		Inv846 Caretaker Uniform
09/11/2023	Screw fix	1167	118.38		Inv061 Maintenance Equip
09/11/2023	Royal British Legion	1168	100.00		Donation Poppy Wrths x 2 S137
10/11/2023	NEST	DD	30.08		Caretaker Pension Contribution
13/11/2023	Screw fix	1170	10.07		Inv915 Maintenance Rep Equ
13/11/2023	Lloyds TSB	FP1171	16.10		Inv8571 Bnk Chg
16/11/2023	Quartix Ltd	DD	57.60		Inv765946 Minibus Tracking Sys
16/11/2023	Aviva Pension	DD	253.84		Cncl Cont Clk Pension
16/11/2023	Clerk's Wages	FP1172	3,634.71		Clerks Wages Wk36 (NJC bckpay)
16/11/2023	Ideson	FP1173	458.00		Final Wk Payment
16/11/2023	Caretaker	FP1174	968.39		Caretaker Wages Wk36
16/11/2023	Casual Staff	FP1175	1,183.68		Casual Staff Wages K P
16/11/2023	D Clerk M	FP1176	548.57		D Clerk Wages Wk36
17/11/2023	Castle Water	DD	12.66		Inv588397 Water Cemetery
17/11/2023	HMRC	FP1177	2,336.18		PAYE P7
20/11/2023	Tonbridge & Malling B.C.	DD	84.00		Rates Cemetery Nov
21/11/2023	Total Energies	DD	119.71		Inv12320/23 Electricity Hy-Art
21/11/2023	4th Platform	FP1178	740.69		Monthly Computer Maintenance
21/11/2023	Wicksteed Leisure Ltd	FP1179	216.00		Inv671 Quarterly Play Inspect
21/11/2023	Datasharp I Solutions	FP1180	36.00		Inv380 Copier Chgs 31/10-29/9/
21/11/2023	Zest Commercial Cleaning	FP1181	775.20		Inv924 Hall Cleaning Oct
21/11/2023	D Evans	FP1182	55.00		Window Cleaning Nov
21/11/2023	Miltons Plumbing & Heating Ltd	FP1183	149.99		Inv698 HOS Toilet Repair
21/11/2023	Commercial Services Trading Lt	FP1184	2,552.89		Inv946 July-Sept Grounds Maint
21/11/2023	Borough Green Garage Ltd	FP1185	192.00		ivs437&435 Minibuses 10w k Insp
21/11/2023	Bell Window s Ltd	FP1186	660.00		Inv236 Hy-A Teleflex Wind Rep
22/11/2023	PEAC (UK) Ltd	DD	158.28		Inv90803 Copier Lease
22/11/2023	EDF Energy	DD	368.38		Inv45554 Street Lighting
22/11/2023	B&M Stores	1189	22.32		Cleaning Materials
24/11/2023	Total Energies	DD	36.29		Inv0783/23 Electric Ballcourt
24/11/2023	Total Energies	DD	362.06		Inv30816/23 Electric HOS
24/11/2023	MFG Fuel Station	FP1187	62.83		Minibus Fuel
24/11/2023	MFG Fuel Station	1188	96.04		Minibus Fuel
27/11/2023	Total Energies	DD	85.83		Inv8610/23 Gas HOS
28/11/2023	Veolia	DD	36.12		Inv59468 Waste Euro Bin
04/12/2023	British Telecom	DD	237.21	JM	62 OL Phone and internet
08/12/2023	NEST PENSION	FP1207	112.60		Staff Nest Pension Contb Wk36
11/12/2023	Lloyds TSB	1190	15.50	JM	Bank charges 10/10 - 09/11

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List of Payments made between 01/11/2023 and 11/12/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
		Total Payments	<u>19,482.85</u>		