

HADLOW PARISH COUNCIL

Minutes of the Meeting of Hadlow Parish Council duly convened and held on
Monday 08 January 2024 at 7.30pm

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

Also in attendance: M Stepkowski (Clerk & Minute Taker), J Moss (Deputy Clerk), TMBC Cllrs Lark and Crisp, Hadlow Park Residents Association Representative, K Elliment & member (Hadlow Allotment Association), D Wetton (Ramblers Kent Area), 4 members of the public were also in attendance.

4661 To receive apologies, reason, and approval of absences.

Approved Council absences: J Newman.

Other absences noted: KCC Cllr Hudson.

4662 To receive Declarations of Interest and confirm Declaration of Acceptance of Office

None.

4663 To resolve HPC Minutes of 11 December 2023 are a correct record.

Resolved to approve the HPC Minutes of 11 December 2023 as a correct record. Proposed Cllr Baldock, seconded Cllr O'Shea and carried unanimously.

4664 To receive an update on progress of resolutions from the last meeting held 11/12/2023

No matters addressed.

4665 To receive oral reports from TMBC & KCC Councillors

Borough CEO: TMBC Cllr Lark reported that Adrian Stanfield was the new interim CEO in post for TMBC whilst the recruitment process for the role was completed. It was expected that the new CEO would be determined by the Annual Council meeting in May 2024.

TMBC Agile System: Cllr Lark shared his frustration with the new system and the installation issues which remained on going. The Planning Department was severely affected by various issues, and he had reported concerns to appropriate management.

Speedwatch – little local interest in joining the programme but Cllr Lark had requested the police complete more regular and varied location speed checks within the Parish.

Style Place Planning Application 23/03294: he was aware of the application and concerns raised. He could not comment further as the matter may go to Committee.

(Cllr Lark was then excused by the Chair to attend another meeting)

Dandara Planning Application, Court Lane: TMBC Cllr Crisp had raised concerns that not all residents within Court Lane were aware of the deadline for public consultation via TMBC and therefore thanked Cllr Massy for notifying residents.

Community Energy Grant: Local Parishes were considering this scheme and it was hoped Hadlow Parish would join other Parishes to look at the possibilities in the near future.

Cycling Path Hadlow to Tonbridge: Permission for volunteers to clear a section of the proposed path had been provided, however the College were still refusing permission for the cycle path to cross one of their fields adjoining Blackmans Lane. Cllr Crisp was meeting with the College Principal to discuss the matter further. As the project was headed up by Sally Bullion, she had been made aware of the meeting and would be kept informed of any progress.

4666 To receive report from Police & Community Warden.

The Community Warden had confirmed she continued to work with the vulnerable within the Parish and would be addressing recent anti-social behaviour reported in the Village Square, St Mary's Churchyard and Williams Field.

4667 To Receive Clerk & Chairman's report.

The Clerk introduced Mrs Moss as the new Deputy Clerk and the meeting noted that Mrs Moss would be covering for the Clerk during her upcoming leave of absence.

4668 To consider and approve Council Meeting dates May 2024 to April 2025

Resolved to approve the Council Meeting dates May 2024 to April 2025. Proposed Cllr Collins, seconded Cllr Baldock and carried unanimously. (*appendix a*)

4669 Public Time & Parish Matters

The Clerk, Mrs Stevenson and the team were thanked for putting on an excellent Christmas lunch for the elderly in the village. Both Borough and Parish Councillors had received positive feedback.

4670 Correspondence

a) Scope – request clothing collection bin at Williams Field

RESOLVED to deny the application due to risk of vandalism and fly tipping and reduction of parking capacity for large events. Proposed Cllr O'Shea, seconded Cllr Massy and carried unanimously.

b) Village Square and Church Street – antisocial behaviour concerns & request for additional bin at the bus stop

It was agreed that the Clerk would liaise with effected parties, the Community Warden, local Police Officer to tackle the antisocial behaviour.

The suggestion of an additional bin at the bus stop was supported and the Clerk to make a request to TMBC.

c) The Swan at West Peckham Community Asset – request Council letter of support as part of bid to purchase the property.

Resolved to write in support of the intended purchase bid for the Swan at West Peckham as Community Asset. Proposed Cllr Harvey, seconded Cllr Massy and carried unanimously.

4671 Kent Buccaneers Baseball Team Presentation: updating residents on last year's season and plans for 2024 including request for external tap to moisten dirt on the running pitch.

Unfortunately, due to ill health the Kent Bucs representative was unable to attend, and the Clerk summarised a written statement and explained the request for an external tap located by the backstop fence to dampen the extensive dirt pitch with a water shut off valve situated in the Hy-Arts Centre.

Resolved to approve the external tap to be located at the backstop on the condition that:

- Shut off valve was located within the Hy-Arts Centre
- A Water meter was installed on the extension pipe in order that the usage could be read and charged to Kent Buccaneers
- All works related to the ground preparation, pipe installation and any other works were all paid for directly by the Kent Buccaneers
- All works related tap installation to be organized by Kent Buccaneers with the Parish Council being copied into all correspondence and no works being confirmed without Council approval.

Proposed Cllr Harvey, seconded by Cllr Bright and carried.

4672 To receive reports from representatives of committees and pass such resolutions thereon as may be necessary:

(1) Finance & General Purposes Committee - Cllr Harvey to report

a) To resolve payments to date

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

b) To resolve December accounts in their entirety

Resolved to approve December accounts in their entirety. Proposed Cllr Harvey, seconded Cllr Baldock and carried unanimously.

Planning & Environment Committee – Cllr Baldock to report

(a) Planning Applications

- **TM/23/03294** - Demolition of 1no. existing agricultural building and erection of 4no. dwellings with associated parking, amenity space, landscaping and access. Style Place Farm, Court Lane, Hadlow.

Hadlow Parish Council objects to planning application **TM/23/03294 Style Place Farm**

For the following reasons:

-The proposed development of 4 New Houses at Styles Place Farm is contrary to Green Belt legislation as the applicant has not demonstrated any Special Circumstances to allow the construction of the 4 New buildings within the Green Belt and their subsequent impact on the environment.

-There are concerns over the access route proposed as this is a Public Footpath and its increased use as a vehicular access to the development could cause conflict between pedestrians and vehicles.

-There are serious concerns regarding surface water flooding of the access road due to the installation of a hard surface to allow vehicular access. Issues of surface water drainage from the site into common water courses and foul sewerage disposal also need to be properly addressed before any planning approval is granted.

-The Culverting or bridging of the water course will require permission from the Upper Medway Internal Drainage Board before any planning approval is granted.

- **TM/23/03255** - Submission of Details Reserved by Condition: Details of condition 3 (Site Development Scheme) Submitted pursuant to allowed appeal ref. APP/H2265/C/21/3268771 to enforcement notice 21/00005/ENFNO. Land West of Laxton Farm, Common Road, Hadlow.

HPC noted.

- **TM/23/03285/TPOC** - T.1 multi stemmed Horse chestnut adjacent to Hadlow road (marked as red dot on agent's plan) - section fell, leaving stump at 6ft for habitat (tree in decline) standing in Group G8 of Tree Preservation Order. The Hurst, Hadlow Park, Hadlow, TN11 0HZ.

HPC no objection.

(4 members of the public were excused from the meeting)

- a) **Allotment Garage** – Asbestos report; to consider the next stage of garage repairs taking into consideration the asbestos report.

Members had read the report, and it was agreed that as there was only low grade 2-5% asbestos within the roof tiles works internally by the Allotment Association could be approved providing they had read and understood the asbestos report and restrained from working on or close to the roof tiles. Mr Elliment from the Hadlow Allotment Association was present at the meeting and confirmed that he had received a copy of the report from the Clerk and understood the position, Council would be provided risk assessment of any proposed works for approval.

It was agreed that before the Hadlow Allotment Association worked on or took responsibility for the garage a formal agreement should be prepared and signed by both parties.

- b) **The Biodiversity Net Gain mitigation proposed for "Oxenhoath" parkland** – Cllr Carey expressed concerns in relation to matters below:

1) the specific issue of proposed ecological damage being caused to a parkland habitat and historic park (albeit now in multiple ownership) the overall unit being largely in the Parish, although the part of the site affected is in West Peckham Parish just to the north.

2) the more general issue of a lack of proper oversight of BNG proposals, falling between KCC Ecology and TMBC together, which he would hope to raise formally (with the Parish Council's support) through the KALC and/or TMBC partnership meeting systems.

Resolved Cllr Carey to bring concerns to TMBC attention via either KALC (Kent Association of Local Councils) or PPP (TMBC Parish Partnership Panel) on behalf of Parish Council. Proposed Cllr Baldock, seconded Cllr Bright and carried unanimously.

Two members of the public (Hadlow Allotment Association) were excused from the meeting)

4673 To receive reports from representatives of external committees and pass such resolutions thereon as may be necessary.

- KALC – Cllr Bright attended the December meeting and minutes were available via the Parish Office
- TMBC Parish Partnership Panel – next meeting February
- TMBC Joint Transportation Board – cancelled lack of business
- TMBC Standards Committee – meeting date awaited.

4674 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 20.42hrs
Date of next meeting: Monday 12 February 7.30pm at Old School Hall

Signed

Date

Date: 15/01/2024

Hadlow Parish Council

Page 1

Time: 14:29

Current Bank A/c

List of Payments made between 12/12/2023 and 08/01/2024

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|-----------------------|--------------------------------|------------------|--------------------|-----------------------|--------------------------------|
| 12/12/2023 | Parish Clerk | FP 1201 | 50.00 | JM | Snr xmas lunch HPC donation |
| 12/12/2023 | Elm Fencing Ltd | FP 1195 | 798.00 | JM | Inv 2 - Cemetery Fence Repair |
| 12/12/2023 | Daryl Evans | FP 1200 | 55.00 | JM | Window Cleaning December |
| 12/12/2023 | Miltons Plumbing & Heating Ltd | FP 1199 | 84.00 | JM | 779 Hy Arts boiler repairs |
| 12/12/2023 | Gel Creative | FP 1198 | 500.00 | JM | 857 Website Admin |
| 12/12/2023 | Zest Commercial Cleaning | FP 1197 | 734.40 | JM | 969 Hall Cleaning |
| 12/12/2023 | Screw fix | FP 1196 | 17.98 | JM | 371 Floodlight purchase HOS |
| 12/12/2023 | Brookside Garden Centre | FP 1194 | 660.00 | JM | 123 Christmas Tree |
| 12/12/2023 | Kidman's Ltd | FP 1193 | 875.00 | JM | 894 OS new equip steel brush |
| 12/12/2023 | CSG Global Education | FP 1191 | 82.38 | JM | 870 Stationery/cleaning materi |
| 12/12/2023 | A & L Motors | FP 1192 | 274.08 | JM | 431 & 432 Minibus Repairs |
| 12/12/2023 | Brookside Garden Centre | FP1194 COR | -60.00 | | Inv123 Payment Correction |
| 13/12/2023 | Business Stream | DD | 17.71 | | Inv630 Water HOS |
| 14/12/2023 | Deputy Clerk | FP1203A | 1,811.73 | | D Clerk Wk40 Wages |
| 14/12/2023 | Caretaker | FP1204 | 932.59 | | Caretaker Wk40 Wages |
| 14/12/2023 | Clerk's Wages | FP1205 | 2,546.49 | | Clerks Wages Wk40 |
| 15/12/2023 | HMRC | FP1206 | 2,336.18 | | PAYE P9 & o/Payment |
| 18/12/2023 | Aviva Pension | DD | 253.84 | | Cncl Contrib Clk Pension |
| 19/12/2023 | Sainsburys (MS) | FP1202 | -300.00 | | 23-TM -19 KCC Xmas Lunch Fund |
| 19/12/2023 | Sainsburys (MS) | FP1202 | 300.00 | | Reverse Xmas Lunch |
| 19/12/2023 | Various Receipt Xmas Lunch MS | FP1203 | 150.87 | | Snr Xmas Lunch Cncl Contrib |
| 20/12/2023 | Tonbridge & Malling B.C. | DD | 84.00 | | Rates Cemetery |
| 21/12/2023 | Weathered and Worn | DEC | 27.55 | JM | 693 Staff Meeting |
| 27/12/2023 | Total Energies | DD | 359.07 | | Inv124/13 Gas HOS |
| 28/12/2023 | Veolia | DD | 36.12 | | 565 HOS w aste disposal |
| 28/12/2023 | Total Energies | DD | 39.30 | JM | 255/23 Elec ball court |
| 28/12/2023 | Total Energies | DD | 516.35 | JM | 288/23 HOS Electric |
| 02/01/2024 | RM Electrical | FP1208A | 436.00 | JM | 026 O/S lights Hy Arts |
| 02/01/2024 | RM Electrical | FP1208 | 80.00 | JM | 030 OSH o/s lights |
| 02/01/2024 | Datasharp I Solutions | FP1209 | 36.00 | JM | 001 Photocopier usage |
| 02/01/2024 | Caroline A Anderson | FP1210 | 54.38 | JM | Plants for Planters in sqr |
| 02/01/2024 | CSG Global Education | FP1211 | 35.81 | JM | 926 cleaning supplies |
| 08/01/2024 | Southern Asbestos Services Ltd | FP1212 | 300.00 | JM | 661 Allotment garage survey |
| 08/01/2024 | Zest Commercial Cleaning | FP1213 | 571.20 | JM | 010 OSH/HA Cleaning |
| 08/01/2024 | PHS Group | FP1214 | 105.84 | JM | 1163/64 Sanitary disposal |
| 08/01/2024 | Datasharp I Solutions | FP1215 | 36.00 | JM | 012 Photocopier usage |
| 08/01/2024 | Gala Lights | FP1216 | 3,642.00 | JM | 208/9 Instal/Remov xmas lghts |
| 08/01/2024 | D Evans | FP1217 | 55.00 | JM | Window Cleaning Jan 24 |
| Total Payments | | | <u>18,534.87</u> | | |

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> | | |