

HADLOW PARISH COUNCIL

Minutes of the Meeting of Hadlow Parish Council duly convened and held on
Monday 10 June 2024 at 7.30pm

Present: Cllrs Collins (Chair), O Baldock, E Bright, D Carey, S O'Shea.

Also in attendance: M Stepkowski (Clerk & Minute Taker), TMBC Cllr's J Lark, S Crisp, Hadlow Park Association Representatives, Hadlow Allotment Association, 3 members of Hadlow Residents Association, 3 representatives of Kent Buccaneers, 1 member of the public was also in attendance.

4732 To receive apologies, reason, and approval of absences.

Apologies from Parish Councillors received and approved: Cllr M Harvey, J Massy, J Newman

Other apologies: KCC Cllr Hudson

4733 To receive Declarations of Interest

None

4734 To resolve that the Minutes of the Parish Council Meeting held 13 May 2024 are a correct record

Resolved to approve the Minutes of the Parish Council Meeting held 13 May 2024 as a correct record. Proposed Cllr Baldock, seconded Cllr S O'Shea and carried unanimously.

4735 To receive an update on progress of resolutions from the last meeting held 13 May 2024

No matters addressed.

4736 To resolve the P&E (Planning & Environment Committee) Meeting Minutes of 21 May 2024 as a correct record.

Resolved to approve the P&E Minutes of 21 May 2024 as a correct record. Proposed Cllr Baldock, seconded Cllr Bright and carried unanimously.

4737 To receive oral reports from TMBC & KCC Councillors

23/02034/FL: Land Between Birchfield and Mid Kent Nurseries. This had been considered by Area 2 Planning Committee and approved.

Cllr. Lark reported that a recent change to Government Policy meant that Farmers would be able to convert their unused agricultural buildings into homes and shops under an extension to Permitted Development Rights.

The government feels that the major changes give farmers across England greater freedoms to diversify and grow their business, without having to spend time and money submitting a planning application.

For further information <https://www.gov.uk/government/news/planning-red-tape-slashed-for-farmers>

Cllr Crisp had attended the Parish Partnership Panel Committee meeting and noted the interest in development of “Life Corridors” through villages to improve wildlife and insect numbers.

Also, at the meeting there was discussion on Net Zero and how the Borough was progressing towards this goal.

Minutes of the meeting available on the Borough website.

4738 To receive report from PCSO & Community Warden

PC Evans was unable to attend the meeting but was aware of recent vandalism and anti-social behaviour at Williams Field. The Council continued to push for prosecutions rather than community resolution to ensure vandalism and anti-social behaviour is dealt with in the strongest manner to deter future incidents. Such incidents to be put in the local newsletters where possible including costs for repairs in order that parishioners were kept abreast of the financial impacts on Council and parishioners’ tax burden.

4739 To receive Chairman & Clerk’s Report

Cemetery Extension: The Chair reported that efforts to contract with a burial specialist contractor to assist with the cemetery development had to date been unsuccessful. The Parish Office was now seeking assistance on a more local level considering project management using a surveyor and having prospective drawings produced. It was important that the project moved forward soon.

No Clerk’s report.

4740 Public Time & Parish Matters

No parish matters were addressed.

Britain in Bloom (South & South East In Bloom): Lorraine Millward a local resident had set up a Residents’ Association for Hadlow. The first task for the new association was to promote and co-ordinate local participation in Britain in Bloom.

In relation to Hadlow Residents’ Association (HRA) other aims and objectives information can be found within their Constitution. Lorraine asked that the Parish Council provide paper and ink and a hall to hold their meetings during initial set up: the request had not been received ahead of the meeting and was therefore passed over for discussion at a later date.

Cycle Path: The project had received an update from Kent Highways Project Team who confirmed a small budget had been agreed to allow them to get works progressed with the aim of having a wide footway installed between Three Elm Lane and the Haywards Farm Shop in phase one scenario. Due to timescales and funding, they will likely have to bid for additional funding next year to progress to phase 2 from the farm shop to the public rights of way at Faulkners Oast. The land negotiations behind Faulkners Oast were currently restricting phase 3 delivery from Faulkners Oast to Hadlow College.

4741 Correspondence

- a) **Community Asset – Hadlow Library**; the current registration with Tonbridge & Malling Borough Council was to expire 24 June 2024 and Council to consider whether to re-register.

Resolved to re-submit Hadlow Library on the Community Asset Register. Proposed Cllr Collins, seconded Cllr O’Shea and carried unanimously.

- b) **Freedom of Information Act Request** – Members noted that the request for a copy of the Kent Buccaneers Baseball Team Agreement to 2027 with the Parish Council had been completed and the recipient confirmed receipt of the information including details of any funding provided by Council to the baseball team.

- c) **Kent Buccaneers request for additional days to use Williams Field in partnership with Hoo**

Resolved to approve the use of Williams Field Baseball Pitch for additional training midweek on a Thursday between 6-8pm for the 2024 season. Proposed Cllr Carey, seconded Cllr Baldock and carried.

Resolved to approve the request for four games to be played at Williams Field by the Hoo baseball team as part of a probationary period to be reviewed ahead of the next season due to their existing field being unavailable and pending their merger with Kent Buccaneers. Proposed Cllr Carey, seconded Cllr Bright and carried.

There was a healthy discussion between Members and the public in attendance at the meeting; concerns from Hadlow Park Residents Association concerning noise particularly at tournaments was considered and the Chair confirmed that only two tournaments a year under the current agreement were permitted and these had now taken place. It was agreed that although the additional training day did mean increased usage compared to the previous year it was an appropriate use of the recreation ground.

- d) **Hadlow Allotment Association – Members reviewed the draft Agreement received by Council solicitor and the Associations Constitution.**

Resolved to approve the Agreement between Hadlow Allotment Association and Hadlow Parish Council. Proposed Cllr Bright, seconded Cllr Baldock and carried unanimously.

Hadlow Allotment Association Constitution was noted.

Resolved to approve the proposed letter to all allotment holders informing them of the new Association and providing operation details. Proposed Cllr Bright, seconded Cllr Baldock and carried unanimously.

For noting: Allotment Association membership to be optional for existing tenants with new tenants expected to partake.

4742 To receive reports from representatives of committees and pass such resolutions thereon as may be necessary:

(1) **Finance & General Purposes Committee**

a) **To approve payments to date** (appendix a)

Resolved to approve payments to date (appendix a) Proposed Cllr Bright, seconded Cllr Baldock.

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

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

c) **To consider Year End Accounts and Earmark Reserves**

Resolved to approve the year end accounts. Proposed Cllr Collins, seconded Cllr Baldock and carried unanimously.

Earmark Reserves for 2024 – the matter was deferred until the next meeting.

d) **Donation Requests: Hadlow Village Hall Management Committee (donation toward the roof replacement and solar panels), West Kent Mediation, KSS Air Ambulance, YMCA**

Village Hall Management request was deferred as this was an exceptional request to which no response could be agreed before the 2024 Year End Accounts had been finalised.

Resolved to approve £50 (fifty pounds) donations to West Kent Mediation as this was agreed as part of the budgetary process. Proposed Cllr O'Shea, seconded Cllr Bright and carried unanimously.

Resolved to approve the £50 (fifty pounds) donations to KSS Air Ambulance as this was agreed as part of the budgetary process. Proposed Cllr O'Shea, seconded Cllr Bright and carried unanimously.

Resolved to approve funding up to £500 to YMCA for youth sport sessions within Hadlow. Proposed Cllr O'Shea, seconded Cllr Bright and carried unanimously.

Planning & Environment Committee

a) **To comment** on the following Planning Applications:

- **TM/24/00820/PA** - Single storey rear extension. 14, Maltings Close, Hadlow, Tonbridge, TN11 0DY.
HPC No Objection

- **TM/24/00815/PA** – Proposed single storey rear extension to form dining room and ground floor toilet/shower room. 13, Maltings Close, Hadlow, Tonbridge, TN11 0DY.
HPC No Objection

- **TM/24/00596/PA** - Listed Building Consent: Repoint some areas of brickwork on the North Frith House within the North Frith Park Estate as the pointing in some areas of North Frith Main House is causing water ingress/damp. No changes to the character, layout or appearance of the existing structure. North Frith Main House C/O Helen Breeze Block Management North Frith, North Frith Park, Hadlow.
HPC No Objection
- **TM/24/00864/PA** - Demolish ground floor timber lean to containing a Dining room and Utility/Store. Rebuilt new ground floor side and part front extension to form new Dining area, Bedroom, Shower room, Cloakroom and larger Entrance Hall. 3, Nursery Cottages, Court Lane, Hadlow, Tonbridge, TN11 0RF.
HPC No Objection
- **TM/24/00728/PA** - Part 14 Class J Schedule 2(Prior Approval): Hadlow Village Hall Management Committee, Hadlow Village Hall, Marshall Gardens, Hadlow, Tonbridge, Tn11 0hq Prior notification under Class J Schedule 2, Part 14: Installation of 20x roof mounted solar PV on non-domestic building.
HPC No Objection

4743 To receive reports from representatives of external committees and pass such resolutions thereon as may be necessary

- KALC (Kent Association of Local Councils) – Cllr Bright had attended the meeting and summarised. Minutes available from the Parish Office.
- TMBC PPP – Parish Partnership Panel – Cllr Bright reported that Tonbridge & Malling were nearing their Net Zero targets with the focus now being on changes to the leisure centres to bring down their carbon footprint considering solar power and heat pumps.
- TMBC Joint Transportation Panel – to meet in June
- TMBC Standards Committee – Cllr Baldock reported that they had met in June to review procedures.

4744 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 to consider items of a confidentiality nature. Proposed Cllr O’Shea, seconded Cllr Baldock and carried unanimously.

Staffing Committee

a) To ratify the end of probation period for Deputy Clerk and general update

Resolved to ratify the end of probation period for the Deputy Clerk and increase in hourly rate in line with employment contract. Proposed Cllr O’Shea, seconded Cllr Collins and carried unanimously.

There being no further business the meeting closed at 20.46 Hrs.

Date of next meeting: Monday 8 July 2024 8.42pm at Old School Hall

Signed

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Date


Appendix A

FP	Purchase Invoice Details	£
1332	Gel Creative: Inv912 Mar-May Website Admins	500.00
1333	MCB Refinish: Inv16052024 CA65 Door Panel repair	1,198.10
1334	Post Office: First Class Stamps (G-Smith/Hurd Cem) - Debit Cd	6.30
1335	Boro Green Garage: Inv640 10wk repair DK19 +644 CA64 10 wk Insp	228.00
1336	CS Global KCS Education: Inv1196 Stationery and Blue Towel	73.16
1337	Zest: Inv66217 Hall Clean May	840.84
1338	CTA: Inv794 Annual Membership - Community transport Assoc - Minibuses	120.00
1339	A&L Motors:Inv621 DK19 MOT Inv589 DA14 Truck Propshaft/Reflector	332.83
1340	Datasharp: Inv481 Copier Readings 30/4to03/06	36.00
1341	Peregrine MFG: Unleaded Fuel Lawn Mower – Debit Card	15.76
1342	Peregrine MFG: Diesel Caretaker Truck – Debit Card	63.77
TOTAL		<u>3414.76</u>

All Invoices Listed Have Been ‘Examined, Verified And Certified’ By The RFO.


M Stepkowski – Parish Clerk & RFO


Authorised Signature 1
Cllr Nick Collins (Chairman)


Authorised Signature 2
Cllr Mike Harvey (Vice Chairman)