

HADLOW PARISH COUNCIL

Councillors: You are hereby summoned to attend a Full Council Meeting

On 11 November 2024

Old School Hall

Public Notes: There will be a meeting of Hadlow Parish Council

On Monday 11 November 2024 at 7.30pm Old School Hall

Contact the Clerk if you wish to attend or require further information

clerk@hadlowpc.co.uk or telephone 01732 851878

AGENDA

1. **Apologies** & reasons for absence.
2. **To receive** declarations of interest.
3. **To approve** HPC minutes of the meeting held on 14 October 2024 are a correct record
4. **To receive** an update on progress of resolutions & matters from the last meeting not on current agenda.
5. **To resolve** P&E (Planning & Environment Committee) minutes of 22 October 2024 are a correct record
6. **To receive** reports from **TMBC & KCC**
7. **To receive** report from PCSO & Community Warden
8. **To receive** Chairman & Clerk's report
9. **Public Time & Parish Matters**
10. **Correspondence**
 - a) School Lane - concerns over recent fence vandalism
11. **To receive** reports from representatives of committees and pass such resolution thereon as may be necessary:
F&GP (Finance & General Purposes Committee)
 - a) **To resolve** payments to date (appendix a)
 - b) **To resolve** October accounts (bank reconciliation, income & expenditure, cost centre report, bank statement & trial balance)
 - c) **To consider** for approval Draft Budget 2 & Earmark Reserves
 - d) **To resolve** purchase of Christmas Pea Lights with aspects of costs spread over a three-year period

- e) **To ratify** 2024/25 Fees and Charges (reviewed in May 2024 but missed from agenda & minuting)
- f) **To resolve** to approve Governance & Management Risk Register

P&E Committee

- **24/01682/PA** - Erection of a detached double carport with ancillary room above. Calobra, 25 Hadlow Park, Hadlow, TN11 0HY
 - **24/01647/PA**- Tree Notification Conservation Area -2 x Elder (applicants ref. T1 and T2) - Fell to ground level flushing stumps. Treat stumps with Ecoplugs to prevent regrowth. 1 x Cypress (applicants ref. T3) - Dismantle fell and flush stump close to ground level. 1 x Honey Locust (applicants ref. T4) - Prune away from building and roof by approximately 1 metre and reduce remaining crown with a reduction and proportional width reduction of approximately 1.5 metres to balance, cutting to appropriate branch axils. Remove deadwood and crossing branches to tidy crown. The Masters House, The Maltings, Carpenters Lane, Hadlow, Tonbridge, TN11 0DQ
 - **24/01716/PA & 24/01717/PA (LB)** - Proposed demolition of existing Pole barn and erection of a detached 2 bay garage to Bells Farm House. Bells Farm, 501, Bells Farm Road, Hadlow, TN11 0JR
 - **24/01560/PA (LB)** - Details of Condition 3 (GRP Roof) pursuant to planning permission TM/24/00569/PA Listed Building Application: Replace felt flat roof covering with GRP and replace rotten timber fascia board with new timber. Courtyard Cottage, 21, North Frith Park, Hadlow, Tonbridge, TN11 9QW
 - **24/01741/PA** - Proposed double garage with home office & personal rehabilitation area above. Bluebell Barn, Stanford Lane, Hadlow, Tonbridge, TN11 0JN
 - **24/01636/PA** – Conversion of garage to habitable room. The Den, Ashes Lane, TN11 9QU
12. **To receive** reports from representatives of external committees and pass such resolutions thereon as may be necessary

Kent Association of Local Councils, TMBC Parish Partnership Panel, TMBC Joint Transportation Panel, TMBC Standards Committee

13. **Motion to Exclude the Press & Public** (to enable Council to consider any items on the agenda in which significant aspects will be of a confidential and financial nature).

To consider Village Hall & Youth Shelters – resurfacing quotes

To consider quotations in relation to upgrade of telephone system ahead of landline closures

To update on Staffing matters

Date of next Council meeting 9 December 2024 at Old School Hall

M Stepkowski

M Stepkowski – Parish Clerk

Dated 05/11/2024

Appendix In accordance with Finance Regulations 2024: The Service Administrator shall set up all items due for payment online. A list of payments for approval, together with copies of the relevant invoices, shall be sent by email to two authorised signatories.

The RFO shall present a schedule of payments requiring authorisation, forming part of the agenda for the meeting

Purchase Invoice Details	£
1439 MFG - Fuel D Card	45.93
1440 MFG - Fuel D Card	47.83
1441 Staff Wages Wk28	5,751.74
1442 HMRC PAYE Wk28	1,774.21
1443 KCC - Xmas Lights Permit Inv1159	39.00
1444 Stapletons Retail (Tonbridge Qhr) - 2 Tyres DK19 Minibus D Card	307.90
1445 Mason Carey - Inv51584 Cemetery Exten Stg1&2 Dev Concept etc	1,824.00
1446 Borough Green Garage - Inv913 10wk Service Minibus DK19APU	114.00
1447 Kent County Playing Fields - Subscription HPC OCT approved	20.00
1448 SMB Records - Paper Waste Console Inv3444	45.60
1449 RBL Poppy Appeal 2x Wreath + £10 donation S137 Funds	50.00
1450 Commercial Svs - Inv615 Landscape Sv Grounds Maint A-June 2024	3,173.92
1451 Screwfix - Inv916 New Vacuum for HOS Tital 1400W 30Ltr	69.99
1452 Direct Electrical - Inv323 PAP Testing HOS/Cont/HYArts	384.00
1453 Screwfix - Invs 6942 Comb Safe HOS, Inv1955 Bin Liners /Resin/aAshphalt Fix/Drillbit (to put up bollard in HOS carpark	103.26
1454 Zest Com Cleaning - Inv6425 Hall Cleaning Oct. HY+HOS	829.92
1455 Landall - Inv3087 Copier Usage 30/9-31/10/24	39.60
1456 CP Garding Svs - Inv2024-09 Grass Cut Signp + St Marys	240.00
1457 SMB Records - Inv3278 Paper Console Empty	24.48

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

M Stepkowski – Parish Clerk & RFO

Authorised Signature 1

Authorised Signature 2