

HADLOW PARISH COUNCIL

Minutes of the meeting of Hadlow Parish Council duly convened and held on Monday 9 September 2013 at 7.30pm at Old School Hall

Present: Cllrs D Hammond (Chairman), Mrs Massy, Mrs Bright, E Bright, D Carey, N Collins, Mrs Hyams, S Richardson, R Morley, Mr Shaw, K Terry, C Vernon

Also in Attendance: Melanie Stepkowski – Parish Clerk, KCC Cllr Matthew Balfour, PCSO Toni Matthew, Mrs A Hughes, two members of Hadlow Park Association, Simon Grey (The Harrow Public House).

3043	<p>Apologies for Absence</p> <p>Apologies Approved by Council: Cllr Mrs Shaw (other business).</p> <p>Apologies noted by Clerk: TMBC Cllrs Janet Sergison (away), Jill Anderson (other engagement), Community Warden John Lees (other commitment).</p>	
3044	<p>Minutes of the Parish Council Meeting of 8 July 2013</p> <p>These were confirmed and signed as a correct record. Proposed Cllr D Hammond, seconded Cllr N Collins and carried unanimously.</p> <p>Minutes of the Extra Ordinary Parish Council Meeting of 25 July 2013</p> <p>These were confirmed and signed as a correct record. Proposed Cllr Mrs Massy, seconded Cllr Bright and carried unanimously.</p>	
3045	<p>Matters Arising from the Minutes of 8 July 2013</p> <p><u>Minute 3033</u> – It was noted that the police patrol Williams Field Car Park but it would be beneficial to the community if they could park and check behind the buildings as due to lack of public visibility these areas suffer vandalism.</p> <p><u>Minute 3034</u> – Future consideration of the use of land by the shed in the allotments would be put on the next Planning & Environment Agenda.</p> <p><u>Minute 3035</u> – Suckers from the roots of the tree on the corner of Carpenters Lane require removal.</p> <p>Matters Arising from the Minutes of 25 July 2013</p> <p>None.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
3046	<p>Declaration of Interest</p> <p>Cllr Terry declared a personal interest as his wife volunteers for Citizens Advice Bureau. Cllrs Hammond & Carey declared prejudicial interests in relation to planning application TM/13/01482/FL as members of staff at Hadlow College.</p>	

3047	<p>Chairman's announcement</p> <p>The Oil-Club had launched a club for Hadlow and the surrounding area. The benefits of membership were:</p> <ul style="list-style-type: none"> • Reduced heating oil costs • Reduced heavy goods vehicle traffic through our village • Reduced carbon exhausted into environment. <p>The Oil-Club is an independent organisation and has no links to any of the suppliers. The Club's aim is to reduce the cost of heating oil for members and already has over 2200 clubs across the country.</p> <p>An information leaflet would be placed in the parish notice board outside the parish office. For further information residents could see their website on www.oil-club.co.uk</p> <p>The Chair felt that any group which aimed to save parishioners money was worth mentioning.</p>	
3048	<p>TMBC Councillors reports.</p> <p>No Report.</p>	
3049	<p>KCC Councillors report</p> <p>Cllr Balfour said that a considerable effort was being made to find a solution to youth facilities in the village and in particular the sustainability of the Hy-Arts Centre. Sure Start remained a key part of the building's long term future although there were many factors involved. A survey for the demand of the service was currently being completed and the results awaited; expectations are at present that the community would benefit from the service although the numbers actually participating are low.</p>	
3050	<p>Public Time</p> <p>Mr Grey who was part of the new management at the Harrow Public House gave a brief introduction to his team and their plans for the future of the Pub. Both he and his business partner Adam had been in the Hospitality Industry for many years and hoped that their expertise and desire to support the local community would encourage residents to visit.</p> <p>PCSO Toni Matthew confirmed that the Police Mobile Contact Vehicles in this area would be at Mereworth and East Peckham. As Hadlow had a Community Warden and is easily accessible for PCSO's it would not be a designated area for the mobile unit.</p>	
3051	<p>Parish Clerk Report</p> <p>The Clerk would be attending the KCC Parish & Town Council Seminar on 4 October 2013. If members had any questions they would like addressed at the meeting they were welcome to raise these with the parish office.</p> <p>A hole in the Dog Walking Area had now been repaired.</p> <p>The untaxed white van on Maidstone Road had been reported.</p> <p>Annual Return for 2012-13 had been approved by Auditors. Cllrs expressed their gratitude and appreciation to the parish office staff.</p>	
3052	<p>Parish Matters</p> <p>School Parking – The primary school would be asked to put a note in their newsletter asking parents not to park in the Old School Hall Car Park and to encourage those living locally to walk their children to school. At drop off and pick up times the car park was severely congested and concerns raised as to safety. It was suggested that parents could park in roads</p>	Clerk

	<p>such as Maltings Close and then walk their children through School Lane. A letter would be sent to the Department of Education expressing concerns over this issue.</p> <p>The Council was thanked for its support of the Tower and in return members sent their congratulations to the tower group for all their endeavours which have ensured the success of the Tower. It was noted that tours had been fully booked during the season this year and members were looking forward to next season which would start on 24 April 2014.</p> <p>Temporary Road & Public Right Of Way Footpath MT136 Closure, Victoria Road, Golden Green from 28 October 2013 for up to 22 weeks: The closure was to enable the demolition and reconstruction of the Golden Green Culvert. Concerns had been raised as to the affect this would have on local farmers particularly as the works were scheduled during the fruit picking season, KCC had taken this into account and therefore deferred the date accordingly. As the path by the River Bourne in that area was known to be unstable due to subsidence, it was hoped that PROW could schedule repair works to coincide with the confirmed closure from 28 October.</p> <p>Road Traffic Accidents in Three Elm Lane – Cllr Collins had been liaising with residents and Kent Highways with regards to the frequency of accidents involving injury occurring on the section of road close to Honeycroft Farm. As a result Kent Highways and Kent Police would be undertaking a site visit.</p> <p>Harvest Festival, St Mary’s Church – 6 October 2013. Members of Council wished to donate dry goods for the celebration, it was agreed they could be dropped at the Parish Office for packaging.</p>	<p>Clerk</p> <p>Clerk</p>
<p>3053</p>	<p>Correspondence</p> <ul style="list-style-type: none"> • TMBC – TM/13/01482/FL & TM/13/01705/FL Faulkners Farm, Ashes Lane: Area 1 Planning Committee Meeting would be reporting on these applications on 12 September 2013. Cllrs Mrs Massy and Richardson would represent the Council. • Residents Request – Relocate War Memorial: Councillors considered the matter; they concluded that its present location was known to residents and it was well attended by those who wished to remember. As it was a listed monument movement would be both costly and highly administrative. Its present location was considered safer from vandals and reduced cleaning costs. It was agreed that no change would be made. • Speedwatch Equipment – Request to borrow for a Trial Day: Council agreed to invite the interested parties to attend a session in Hadlow in order that they may see the equipment in action and ask any questions. • The Rural Fair Share Petition: Councillors would sign the petition which was in aid of improving the settlement for rural local authorities from the government. 	<p>JM/SR</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>3054</p>	<p>Planning Applications</p> <p>(Cllr Hammond & Carey retired from the meeting)</p> <p>TM/13/01482/FL – Relocation of existing lambing shed and erection of two storey school building together with car parking, vehicle circulation area and landscaping. (Amended Plans). Faulkners Farm, Ashes Lane, Hadlow, TN11 9QU.</p> <p>HPC Objected as previously stated on applications TM/13/01482/FL & TM/13/01705/FL.</p> <p>(Cllr Hammond & Carey return to the meeting)</p>	<p>Clerk</p>

	<p>TM/13/02455/FL – Retrospective application for the change of use from home office and ancillary storage to a residential dwelling. The Den, Ashes Lane, Hadlow, TN11 9QU.</p> <p>HPC Objected, The Den should remain as an ancillary office space and storage to Cinders Barn and not as a residential space.</p> <p>TM/13/02405/RD – Details of external lighting and means of boundary treatment submitted pursuant to conditions 6 & 10 of planning permission TM/12/013393/FL (Change of use of first floor workshop into a 3 bedroom flat to form a live-work unit – Resubmission following refusal of TM/11/02857/FL). The Old Mill Workshop, Pierce Mill Lane, hadlow, TN11 0LA.</p> <p>HPC commented; lights should be appropriately sited not to cause glare on neighbouring properties and roads.</p>	
3055	<p>To receive reports from representatives of the following committees and pass such resolutions thereon as may be necessary</p> <p><u>Finance & General Purposes Committee</u></p> <p>The Chair summarised the September meeting and put forward the committee’s recommendations to full council.</p> <p><u>Financial Reports</u></p> <p>To Approve Authorisation of Payments & Receipts, Bank Reconciliation for July & August.</p> <p>RESOLVED to approve July and August Payments & Receipts, Bank Reconciliation in their entirety. Proposed Cllr Richardson, seconded Cllr Mrs Hyams and carried unanimously.</p> <p>(i) Council Insurance – To approve insurance for 2013-14.</p> <p>RESOLVED to accept the Aviva National Parish Council Insurance Scheme Quotation for the year 1 October 2013 to 30th September 2014 and signing up to the three year agreement at a discounted price for 2013-14 of 5% (£275.00). Proposed Cllr Richardson, seconded Cllr Terry and carried unanimously.</p> <p>(ii) High Interest Deposit Account – Council agreed in principle to the movement of up to eighty five thousand pounds to a high interest account subject to caveats. Proposed Cllr Richardson, seconded Cllr Mrs Bright and carried unanimously.</p> <p>(iii) Victim Support – Donation request.</p> <p>RESOLVED to donate £50.00 (fifty pounds) Proposed Cllr Richardson, seconded Cllr Bright and carried unanimously.</p> <p>(iv) T&M Citizens Advice – Donation request.</p> <p>RESOLVED to donate £50.00 (fifty pounds) Proposed Cllr Richardson, seconded Cllr Bright and carried unanimously.</p> <p>(v) SITA Funding - The funding for the Skate Park had been approved and the Third Party Payment made. To complete the project delivery plan £10,000.00 (ten thousand pounds) from the accounts would be required, this would be used towards the completion of the skate park and to install a basket swing within the play area.</p> <p>The skate park ramps would be purchased from Full Circle Leisure Ltd trading as Evolution Skatepark Ramps.</p>	<p>Clerk</p> <p>Clerk /SR</p> <p>Clerk</p> <p>Clerk</p>

	<p>RESOLVED: acceptance of £10,000.00 (ten thousand pounds) from council bank account to facilitate the completion of the SITA delivery plan and to be used in the completion of the skate park project and purchase/installation of basket swing. Proposed Cllr Richardson, seconded Cllr Mrs Bright and carried unanimously.</p> <p>RESOLVED: to accept the quotation from Full Circle Leisure Ltd trading as Evolution Skatepark Ramps in the sum of £29704.40 net (twenty nine thousand seven hundred and four pounds fourty pence).</p> <p>(vi) Repairs & Replacement of 4 Seat Swing, Removal of Log Climbing Equipment and Replacement Item – Approval Requested.</p> <p>RESOLVED: to approve expenditure from Reserves of £20,000.00 (twenty thousand pounds) specifically allocated to Open Spaces Play Equipment to replace the four swing set and resurface all areas required and removal of Log Climbing Equipment and any other necessary works subject to three quotations. Proposed Cllr Collins, seconded Cllr Mrs Massy and carried unanimously.</p> <p><u>Planning & Environment Committee</u></p> <p>The Chair summarised the last meeting and said there was to be a public meeting to discuss future operations of the library on 23 September at Old School Hall 8pm.</p> <p><u>Staffing Committee</u> – The Chair confirmed that the Parish Clerk had completed two of the three staff appraisals required. The final appraisal and the Clerks appraisal would be done ahead of the next meeting on Wednesday 23 October. Review of staff pay will be on the next agenda before going to F&GP.</p> <p>The Staffing Committee Terms of Reference were read and approved by Council. Proposed Cllr Terry, seconded Cllr Richardson and carried unanimously.</p> <p><u>Community Safety Committee</u> – Nothing to report.</p> <p><u>Hadlow Village Hall</u> – A meeting was due for mid October.</p> <p><u>Hadlow Youth Club</u> – The Chairman, Chairs of P&E, F&GP would continue to meet with other interested parties to ensure the stability of the Hy-Arts building, Youth Club and Sure Start.</p> <p><u>Golden Green Village Hall</u> – Nothing to report.</p> <p><u>KALC</u> – A meeting had been held in July at which it was confirmed that KCC would be abolishing Locality Boards.</p> <p>The meeting had voted in favour of changes to the requirement for an election in relation to councillor casual vacancies. The matter would now go forward to the Parish Partnership Panel for further consideration. (Minutes of the meeting available at parish office).</p> <p><u>TMBC Parish Partnership Panel</u> – Cllrs Bright & Terry confirmed they had attended the last meeting and summarised the topics under discussion including the cost of Parish Elections. The full minutes would be available at the parish office.</p> <p><u>Hadlow Village Transport Representative</u> (Joint Transportation Board) – Nothing to report.</p> <p><u>TMBC Crime Prevention Panel</u> – Meeting was due the following week.</p> <p><u>Any Other Meeting</u> – None.</p>	<p>Clerk /DH</p> <p>DH/ DC/ SR</p>
3056	<p>Motion to Exclude the Press and Public (to enable Council to consider any items on the agenda in which significant aspects would be of a confidential and financial nature).</p>	

<p>1. <u>Preschool</u>: Cllr Richardson confirmed that the existing building was probably only viable for another three to five years and a meeting with Hadlow College senior management would be attended by Cllr Richardson and Terry.</p> <p>2. <u>Community Warden Schedule</u>: TMBC Cllr Sergison and the Parish Clerk had met with Community Warden Management to discuss the needs of the Parish. As a result of discussions a sign would be placed on the back library door identifying it as the Community Warden office, contact information notices would also be advertised in the local newsletter and parish website. They explained that the job entailed working in other areas besides Hadlow and the Warden would continue to email his schedule to the parish office to keep members informed.</p> <p>3. <u>Solicitors – Future Proposals</u>: These were put on hold until the next meeting.</p> <p>4. <u>Village Hall & Hy-Arts – Lease Proposals Update</u>: The Chair of the Youth Club assisted by Cllr Morley had installed additional shelving and completed repairs to the building in order that the building was physically suitable for the Sure Start programme. The bow top rail fencing had been installed at the back of the building, the costs being financed by KCC funding and other bodies.</p> <p>Whether or not Sure Start remains in the building in the long term was a political matter and reliant on support from KCC including our local member Cllr Balfour and leaders of the programme.</p> <p>To ensure the sustainability of the Hy-Arts Building and youth services within it, proposals were being drafted by KCC Cllr Balfour in co-operation with the Village Hall Management Committee, Youth Club Committee and Parish Council. Parish Councillors Hammond, Carey and Richardson would continue to meet with the other bodies on this matter and bring any proposals put forward to full Council for approval.</p> <p>5. <u>Cemetery Extension – Purchase Contract</u>: Cllrs considered the proposals put forward by the seller of the cemetery extension land.</p> <p>Resolved: Council would pay the full asking price for the land which was just over half a hectare; however they refused to grant any concessions as regards the use of the land for burial. Proposed Cllr Hammond, seconded Cllr Vernon and carried unanimously.</p>	<p>SR/ KT</p> <p>clerk</p>
<p>There being no further business the meeting closed at 22.10 Date of next meeting: Monday 7 October 2013 at 7.30pm in Golden Green Village Hall.</p> <p>Signed Date.....</p>	