

HADLOW PARISH COUNCIL

**Minutes of the meeting of Hadlow Parish Council duly convened and held on
Monday 11 March 2013 at 7.30pm at Old School Hall**

Present: Cllrs D Hammond (Chairman), E Bright, D Carey, N Collins, Mrs L Bright, Mrs C Hyams

Also in Attendance: Melanie Stepkowski – Parish Clerk, Community Warden John Lees, and four members of the public.

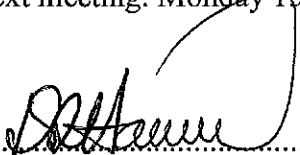
2959	<p>Apologies for Absence Apologies for absence received and approved by Council: Cllrs Morley (sickness), Shaw & Mrs Shaw (sickness), Mrs Massy (holiday), Terry (holiday), Vernon (delayed due to weather conditions), TMBC Cllrs Janet Sergison, Jill Anderson & Howard Rogers (attending other meetings), KCC Cllr Richard Long (other meeting).</p>	
2960	<p>Appointment of Co-opted Councillor & Declaration of Acceptance of Office Cllrs Hammond, Bright, Mrs Bright, Carey, Collins, Mrs Hyams had interviewed an applicant for the post of Co-opted Councillor immediately ahead of the meeting. All interviews had now been completed and a vote taken. Mr Richardson would be appointed as a co-opted member of Council.</p>	
2961	<p>Minutes of the meeting of 11 February 2013 These were confirmed and signed as a correct record. Proposed Cllr Hammond, seconded Cllr Mrs Bright and carried unanimously.</p>	
2962	<p>Matters Arising from the Minutes <u>Minute 2954 – Castle Gardens Cottage at the end of The Forstal:</u> The TMBC Planning Inspectorate had been notified of concerns and would investigate.</p>	
2963	<p>Declaration of Interest None.</p>	
2964	<p>Chairman’s announcements <u>Admin Assistant:</u> Members were reminded that Jo would be retiring from her post as Admin Assistant on Friday 22 March 2013. <u>Proposed Cemetery Extension:</u> Planning approval had been given. Council’s solicitor was aware of the situation and would progress the matter. <u>Informal Reception at TMBC Office to meet Senior Members:</u> The Chair would attend the reception on Tuesday 19 March. It was hoped that the informal gathering would help to shape the future working relationships between Parishes and TMBC. Mr Heslop had previously indicated his support for the formation of a Locality Board for Tonbridge & Malling and this matter would be a topic of conversation at the reception. <u>Martins ‘Off Licence’ Application:</u> The Chairman would attend the upcoming Licensing and Appeals Panel on 20 March 2013.</p>	
2965	<p>TMBC Councillors reports – None.</p>	
2966	<p>KCC Councillors report – None.</p>	



2967	<p>Public Time <u>Crime Report</u> – PCSO Matthew was unable to attend but confirmed there had been no major incidents within the Parish.</p>	
2968	<p>Parish Clerk Report <u>Xmas Light Funding</u>; The match funding grant for Xmas Lights had been completed with £493.41 being collected from the general public.</p> <p><u>Policy & Procedures</u>: The Parish Office continued to review all policies and procedures. The Complaints Procedure had been completed and the second/final draft sent to Councillors in preparation for approval at the May Annual Parish Council Meeting. At present review work had commenced on the Discipline & Grievance Policy/Procedures.</p> <p><u>Year End</u>: Time had been scheduled for the completion of Accounts Year End and Annual Return.</p> <p><u>Annual Parish Meeting</u>: With regards to the Annual Parish Meeting, local hall users, committees and groups had been contacted and their annual reports requested. Hadlow College had accepted an invitation to do a brief presentation on the intended Free School and The Beat Project would be talking about their plans for the youth facility in Hadlow.</p> <p><u>Parish Office</u>: Plans to re-organise the parish office were under way with the new cabinets being installed as well as key cupboards. Archiving was still due to be completed. The toilet flooring in the Old School Hall had now been completed and payment due.</p> <p><u>Allotment Inspection</u>: The Parish Warden and Clerk had inspected the Allotments and had been impressed with plots. The only area of concern was the fencing along by the river which required attention. This would be addressed by the Planning & Environment Committee at the next meeting.</p> <p><u>The Replacement of Boundary Fencing</u>: A section of Williams Field which required new fencing had commenced and would be completed by the end of the week. Moat Housing had made a small donation towards the costs of £360.00.</p>	
2969	<p>Parish Matters The Clerk confirmed that Hadlow College would be doing a presentation on the Free School at the Annual Parish Meeting in order to keep residents informed of progress since their public consultation. The Beat Project who had won the bid for provision of youth work within Hadlow had also accepted an invitation to attend and make a short presentation.</p> <p>Save Hadlow Tower Action Group would be holding an event to celebrate the tower restoration on 30th April, tickets could be purchased by contacting Caroline Elcombe. (<i>information poster at parish office</i>). VIVAT were also holding a four day event to which Councillors had been invited.</p>	
2970	<p>Correspondence (i) FIT – Field Day: It was unanimously agreed that there would not be enough time to organise such an event for this summer. Members felt organisation of a Field Day event in future years in collaboration with other community groups would be appropriate.</p>	



2971	<p>Planning Applications</p> <p>TM/13/00379/FL – Demolition of barn, outbuilding & rebuilding to form an amended scheme to that approved under planning ref: TM/11/00026/FL (Change of use and alterations to main barn to form a 5 bedroom dwelling on 2 floors, change of use and alterations existing single storey outbuilding to form a one bedroom/B1 office ancillary home/office suite, construction of single storey 3 bay open front garage & demolition of existing “Atcost” portal frame barn and storage building). Leavers Farm, Stanford Lane, Hadlow, TN11 0JN. HPC Agreed.</p> <p>TM/13/00021/FL – First floor rear extension with roof lights. 4 Barnes Street Cottages, Three Elm Lane, Golden Green, TN11 0BQ. HPC Agreed.</p>
2972	<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>(i) To Approve Authorisation of Payments and Receipts for February</p> <p>RESOLVED to approve February Payments and Receipts in their entirety. Proposed Cllr Collins, seconded Cllr Mrs Hyams and carried unanimously.</p> <p>(ii) To Approve Actual against Budget as of 28 February 2013.</p> <p>RESOLVED to approve actual accounts against budget in their entirety. Proposed Cllr Collins, seconded Cllr Mrs Bright and carried unanimously.</p> <p><u>Planning & Environment Committee</u></p> <p>The Parish Clerk had been unwell and therefore not attended the February meeting; minutes were taken by Cllr Massy and had not yet been finalised.</p> <p>Parking in the Village: This matter would be deferred until full council had seen minutes of the last P&E meeting; in the mean time an initial meeting with TMBC Councillors Jill Anderson and Janet Sergison would be arranged.</p> <p>(i) Fire Extinguisher Training through KCC:</p> <p>Recommendation to Council: To approve above noted training in the sum of two hundred and ninety pounds for six people with the option for medical centre or community preschool staff to take part and share the cost.</p> <p>RESOLVED to approve the Fire Extinguisher Training as noted above. Proposed Cllr Carey, seconded Cllr Collins and carried unanimously.</p> <p><u>Staffing Committee</u> – Nothing to report.</p> <p><u>Community Safety Committee</u> – Nothing to report.</p> <p><u>Hadlow Village Hall</u> – No current representative and Chair of Village Hall not in attendance.</p> <p><u>Hadlow Youth Club</u> – Cllr Carey reported that the financial summary for 2011-12 had been received and the information for the current year was in progression. The Chairman had been looking at KCC small grant funds.</p> <p><u>Golden Green Village Hall</u> – Next meeting in May.</p>

	<p><u>KALC</u> – Nothing to report.</p> <p><u>TMBC Parish Partnership Panel</u> – Cllr Bright reported that the Police Liaison officer had made a good presentation and reported crime figures within the Tonbridge and Malling area; nuisance behaviour issues had been reduced however vehicular crime and burglary had increased.</p> <p>Consideration to a Locality Board was on the agenda and further meetings would be held with other borough and community groups on this topic.</p> <p><i>(minutes available at parish office).</i></p> <p><u>Hadlow Village Transport Representative</u> – No Meeting.</p> <p><u>TMBC Crime Prevention Panel</u> – Cllr Bright had attended. <i>(minutes available at parish office).</i></p> <p><u>Any Other Meeting</u></p> <ul style="list-style-type: none"> (a) Funding Fair 20 February 2012: Cllr Mrs Bright attended and had gained informative leaflets and knowledge to share with the community. (b) Medway Catchment Improvement Group: Cllr Carey had attended and subsequently received an invitation to a meeting to discuss improvements on the River Bourne to raise its current ‘fair’ status to ‘good’. He noted that there would be funding to assist with the environmental issue of reducing pollution. (c) Innovations Centre, Rochester: Cllr Carey had attended a meeting related to aquatic invasive species and plants. He confirmed that aquatic invasive species can affect farming and members were keen to stop the spread from one waterway to another. They had stressed the need for community voluntary effort to ensure the invasive plants did not become uncontrollable. 	
2973	<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>None.</p>	
	<p>There being no further business the meeting closed at 20.10 Date of next meeting: Monday 15 April 2013 at 7.30pm in Golden Green Village Hall.</p> <p>Signed </p> <p>Date... 15-4-2013</p>	