

## HADLOW PARISH COUNCIL

Minutes of the meeting of Hadlow Parish Council duly convened and held on  
Monday 8 July 2013 at 7.30pm at Golden Green Village Hall

**Present:** Cllrs D Hammond (Chairman), Mrs Massy, Mrs Bright, E Bright, N Collins, Mrs Hyams,  
R Morley, Mrs Shaw, Mr Shaw.

**Also in Attendance:** Melanie Stepkowski – Parish Clerk, TMBC Cllr Jill Anderson, KCC Cllr  
Matthew Balfour, PCSO Toni Matthew, Mr Wynne (Hadlow Park Residents Association), Mrs A  
Hughes.

3026	<b>Apologies for Absence</b> Apologies for absence received and approved by Council: Cllrs D Carey (personal commitment), S Richardson (personal commitment), TMBC Cllr Janet Sergison other meeting), Other apologies noted by Clerk: Community Warden.
3027	<b>Minutes of the Parish Council Meeting of 10 June 2013</b> These were confirmed and signed as a correct record. Proposed Cllr Bright, seconded Cllr Mrs Massy and carried unanimously.  <b>Minutes of the Extra Ordinary Parish Council Meeting of 2 July 2013</b> These were confirmed and signed as a correct record. Proposed Cllr Mrs Massy, seconded Cllr Bright and carried unanimously.
3028	<b>Matters Arising from the Minutes</b> None.
3029	<b>Declaration of Interest</b> Cllrs Mr & Mrs Shaw (pecuniary interest as Chair and Treasurer of Hadlow Gardeners), Mrs Massy (pecuniary interest as allotment tenant).
3030	<b>Chairman's announcement</b> The Chair confirmed there would be no parish council meeting in August.  <u>Sure Start Programme:</u> The programme was under threat of closure in some areas due to the requirement for KCC to cut costs. The Hadlow site had been highlighted as one possible closure; the Parish Council would write and confirm its support for the programme overall and in particular within Hadlow and TMBC Cllr Jill Anderson would also do her best to retain the Hadlow service. KCC Cllr Balfour reminded the meeting that KCC were committed to reducing costs and that under used services would unfortunately be highlighted for closure. He was aware that the funds received by the Sure Start programme in Hadlow were essential if covering operating costs of the Hy-Arts Centre and would do his best to assist.
3031	<b>TMBC Councillors reports.</b> Jill Anderson confirmed she had a non pecuniary interest as she worked on a casual basis for a company that had been instructed by a resident who opposed the Hadlow Rural Community School planning application; she therefore did not attend the meeting.



3032	<p><b>KCC Councillors report</b></p> <p>Cllr Balfour explained that a majority of his time at present was taken up with matters such as the London Crossing Consultation to which he suggested the Parish should respond and possible London airport locations.</p>	
3033	<p><b>Public Time</b></p> <p>PCSO Toni Matthew confirmed there had been nine calls of Anti-Social Behaviour within the parish, five of which related to one party.</p> <p>The recent increase in damage and disregard for the Williams Field play areas was raised with Toni and more evening patrols requested. It was also felt prudent to place a piece in the local newsletter advising residents that if the damage and disregard continued then the Skate Park project would be jeopardised.</p>	
3034	<p><b>Parish Clerk Report</b></p> <p><u>Old School Hall</u>: The Clerk confirmed that regular use of the hall during June and July remained good but private functions in July were low.</p> <p><u>Allotments</u>: The small area of land by the shed had been cleared of overgrown vegetation; it was noted that there was a lot of rubble buried in the area. The upkeep of this area required further consideration.</p>	
3035	<p><b>Parish Matters</b></p> <p>Blackmans Lane – Cllr Bright would report the overgrown vegetation to Highways.</p> <p>Borders – These were now looking good and the grounds maintenance team had weeded and added new mulch.</p> <p>Tree on corner of Carpenters Lane – The grass and tree shoots growing on the mound required cutting back.</p> <p>House on corner of Ashes Lane and A26 – Recent development had caused concern as the safety fence had extended out past the property line and the area was being used to store soil. The TMBC planning department would be notified on concerns.</p>	
3036	<p><b>Correspondence</b></p> <p>The Director of Finance &amp; Resources at Hadlow College had requested information related to the Councils recent decision on the Hadlow Rural Community School application. The Clerk was asked to respond with the details requested and to remind him that the application was addressed by Council at a public meeting and that the college had been welcome to attend and express their views.</p>	Clerk
3037	<p><b>Planning Applications</b></p> <p><b>TM/13/01636/FL</b> – First floor side and rear extensions with elevational alterations. Conversion of garage to form habitable accommodation. Double Moorings, 30 Hadlow Park, Hadlow, TN11 0HY. <b>HPC Agreed.</b></p> <p><b>TM/13/01669/FL</b> - Two storey side extension. 8 Blackmans Lane, Hadlow, TN11 0AX. <b>HPC Agreed.</b></p> <p><b>TM/13/01683/FL</b> - Erection of a single storey rear extension (re-submission following withdrawal of planning application TM/13/00426/FL). 18 Waterslippe, Hadlow, TN11 0EP. <b>HPC Agreed.</b></p>	

	<p><b>TM/13/01689/FL &amp; TM/13/01690/LB</b> - Internal and external alterations to Nash House. Nash House, 2 Kenward Court, Hadlow, TN11 0DX.  <b>HPC Agreed.</b></p>	
<p><b>3038</b></p>	<p><b>To receive reports from representatives of the following committees and pass such resolutions thereon as may be necessary</b></p> <p><u>Finance &amp; General Purposes Committee</u></p> <p>In the absence of the F&amp;GP Chair, Cllr Terry summarised the July meeting and put forward the committee's recommendations to full council.</p> <p>(i) Recommend Acceptance of Purchase of Christmas Lights (<i>2 Stars previously leased by Council, 2 new Stars &amp; lease 2 Dancing Stars</i>), for total cost of Two Thousand &amp; Thirty Eight Pounds excluding VAT and Delivery.</p> <p><b>RESOLVED</b> to accept the Purchase of Christmas Lights as stated above.  Proposed Cllr Terry, seconded Cllr Morley and carried unanimously.</p> <p><u>Financial Reports</u></p> <p>(i) <b>To Approve Authorisation of Payments &amp; Receipts, Bank Reconciliation for June.</b></p> <p>(ii) <b>To Approve First Quarter Accounts Against Budget</b></p> <p><b>RESOLVED</b> to approve June Payments &amp; Receipts, Bank Reconciliation in their entirety and to approve the First Quarter Accounts Against Budget. Proposed Cllr Terry, seconded Cllr Mrs Bright and carried unanimously.</p> <p>It was noted that after a productive meeting with the Council's Insurance Brokers there were a few matters that required clarification and some letters in respect of responsibility and safety that the Parish Office would send out to groups such as the cricket club and football pitch users.</p> <p><u>Planning &amp; Environment Committee</u></p> <p>In the absence of the Chair, Cllr Bright reported on the June meeting and confirmed the draft minutes had been sent to Council. There had been no recommendations to Council but many items had progressed.</p> <p><u>Staffing Committee</u> – Meeting due during July.</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 confirmed that the Zumba class had stopped. As a result of young person's party in June that left both the hall and surrounding area in a state, he had taken the decision to disallow parties for under twenty fives who lived outside of the Parish.</p> <p><u>Hadlow Youth Club</u> – Nothing to report.</p> <p><u>Golden Green Village Hall</u> – No meeting but the Summer fete had been a success.</p> <p><u>KALC</u> – Nothing to report, meeting due.</p> <p><u>TMBC Parish Partnership Panel</u> – Cllr Bright &amp; Terry confirmed they had attended the last meeting at which the following items were discussed. The full minutes would be available at the parish office.</p> <p>Dartford Crossing was a topic of conversation and people encouraged to complete the consultation papers</p>	<p>Clerk</p>



	<p>The Parish Caretakers Programme had been well received in some areas and KCC had provided funding towards the shared upkeep of some footpaths. It was suggested that Hadlow could perhaps benefit from such a joint partnership with other local parishes but further investigation would be required.</p> <p>The Housing Register had been revised and the new criteria had come into force; the register was to be closed for a short period of time whilst the necessary adjustments were made.</p> <p><u>Hadlow Village Transport Representative</u> – The last meeting had coincided with HPC.</p> <p><u>TMBC Crime Prevention Panel</u> – Nothing to report.</p> <p><u>Any Other Meeting</u></p> <p><u>TMBC Training &amp; Standards Board</u> – Cllr Terry reported that this had met for the first time since the demise of the Standards Board and was chaired by TMBC Cllr Janet Sergison. The Annual Report had been read and the fact that the previous Standards Board had received complaints about three parish councils and no names had been disclosed within the Report raised some concerns and would be considered further.</p> <p><u>Highways Meeting re Surface Water located outside the Harrow Public House.</u> The Chairman confirmed he had attended the meeting with both his Council and College hats on. There was concern that excess surface water was flowing from Cemetery Lane, through the basement of the Harrow Pub towards the pond on the edge of the A26. The need for some properties to install culverts to resolve the issue were discussed and the Chair would keep the Council updated on any progress.</p>	
3039	<p><b>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).</b></p> <p>As the next items on the agenda had already been discussed and approved by a majority of the Council at the last Finance &amp; General Purposes meeting it was deemed unnecessary to exclude the Press and Public before considering the items.</p> <p>(i) Cemetery Land – The Clerk confirmed that Cllr Carey had volunteered to complete the necessary plans of the proposed cemetery extension for Land Registry. All other legal matters were progressing.</p> <p>(i) <b>Medical Centre - Recommendation to Approve</b> Addendum to Lease with regards to Utility Charges: Gas &amp; Electric to be charged on consumption basis with Standing charges and Other Charges Remaining at 35%.</p> <p>(ii) <b>RESOLVED:</b> to Approve Addendum to Lease with regards to Utility Charges: Gas &amp; Electric to be charged on consumption basis with Standing charges and Other Charges Remaining at 35%. The draft addendum to be drawn up by Cllr Richardson for Council approval.</p> <p>Proposed Cllr Terry, seconded Cllr Collins and carried unanimously.</p> <p>(ii) <b>Fees &amp; Rents – Recommendation to Council</b> to approve proposed fees and rents for: Preschool Rent (as of September 2013), Football Pitch Hire (as of August 2013), Allotments (as of October 2013) Cemetery (as of January 2014), Hall Hire (as of January 2014).</p> <p><b>RESOLVED: Hadlow College Preschool</b> to increase the daily session to £30.00 taking into consideration the extra hours of usage and running costs subject to agreement with the College.</p> <p>Proposed Cllr Terry, seconded Cllr Collins and carried unanimously.</p> <p><i>(With regards to the Hadlow College Preschool it was confirmed that the agreement would continue on an Annual basis and further discussions with the college with regards to the preschool's long term future were necessary. Cllr Terry also reminded members that if a decision was made to remove the</i></p>	<p>SR</p> <p>Clerk</p> <p>SR</p>

existing prefab building appropriate measures would be necessary to remove the small amount of asbestos within the roof cavity).

**RESOLVED : Williams Field Football Pitch hire** to remain at five hundred pounds per team for the season commencing 1<sup>st</sup> September 2013.

Clerk

Proposed Cllr Terry, seconded Cllr Collins and carried unanimously.

**RESOLVED: Allotments** fee for a half allotment to remain at the current cost of twenty five pounds and a full allotment to remain at fifty pounds for the year commencing 1<sup>st</sup> October 2013.

Clerk

Proposed Cllr Terry, seconded Cllr Collins and carried unanimously. (Cllr Mrs Massy abstained from voting).

**RESOLVED: To accept Cemetery Fees** as shown in the table below as of 01/01/2014:

Clerk

Exclusive Rights of Burial: 99 Year Exclusive Right of Burial	2014 Resident £	2014 Non-Resident £
Single grave	275.00	800.00
Double depth grave	550.00	1750.00
Child (under 12)	60.00	250.00
Re-open a grave	165.00	300.00
Burial of ashes in existing grave	165.00	300.00
A memorial, tablet & inscription	110.00	200.00
Memorial with kerbstones	165.00	350.00
Additional inscription	80.00	140.00
Certified copy of entry Burial Register	45.00	80.00
Memorial Garden – single plot	165.00	500.00
Erection plaque on Memorial Wall	80.00	150.00

**RESOLVED: To accept Old School Hall charges** as set out in the table below as of 01/01/2014:

Proposed Cllr Terry, seconded Cllr Collins and carried unanimously. (Cllrs Mr & Mrs Shaw abstained from voting).

Clerk

	Regular Users 2014 £	Private Function 2014
Hourly charge (daytime)	9.00	16.50
Evening session (weekday)	36.50	49.50
Evening session (weekend)	55.00	66.00
Annexe: 1 room (charged per session)	10.00	10.00
2 rooms	20.00	20.00

There being no further business the meeting closed at 21.00  
Date of next meeting: Monday 9 September 2013 at 7.30pm in Old School Hall.

Signed .....  .....

Date..... 9/9/13 .....