

**MINUTES OF HORSMONDEN PARISH COUNCIL MEETING**  
**HELD IN THE VILLAGE HALL at 7.30 P.M. ON MONDAY 8<sup>th</sup> JUNE 2009**

**Present:** Cllr Robins (Chair)  
Councillors March, Fletcher, Stevens, Parker, Hughes, Cheesman, Clemson and Kerrigan.

**In attendance:** Lucy Noakes (Clerk)  
3 members of the public

**Declarations of Interest:**

Declarations of pecuniary and non-pecuniary interests in accordance with the Code of Conduct were invited. Cllr Parker declared a prejudicial interest in Planning application TW/09/01469/FUL/SJM and a pecuniary and prejudicial interest in TW/09/01369/FUL/JR

**1. APOLOGIES FOR ABSENCE**

KCC Cllr Alex King  
TWBC Cllr Marcella Callow  
TWBC Cllr Sally Slade

**2. PUBLIC SESSION**

Mr Sean Berry of Brite Design had requested to address the Council in order to inform them about the company and its plans in Horsmonden.

Mr Berry went on to explain that under the current economic climate his company, Brite Design, were able to take advantage of the lower building costs and land values to purchase land and build houses at a reduced cost. This meant that they could pass on a saving to customers and offer houses for a price approximately 70% of the current market value of houses in the area.

Through their research they had ascertained that there was a shortfall in the housing market of small two bedroom houses. He went on to say that a covenant agreement can be placed on the houses so that they can only be sold to local people in the first twelve months, and customers would be targeted from local district housing lists.

Mr Berry said that local craftsmen were used whenever possible, which also meant local employment, and that the schemes were usually kept fairly small (between 12 and 15 houses) so as to suit the character of small villages.

Councillor Robins said that whilst this was an interesting concept, the Parish Council could not give an opinion prior to a planning application being received and that the company should first contact Tunbridge Wells Borough Council to discuss the potential of such a scheme with them.

**3. MINUTES OF PREVIOUS MEETING**

Minutes of the Annual Meeting of the Parish Council – 11<sup>th</sup> May 2009  
The Minutes of the Annual Parish Council Meeting held on 11<sup>th</sup> May 2009 were taken as read and proposed for approval by Cllr Stevens, seconded by Cllr Clemson. Unanimous.

#### 4. MATTERS ARISING

Cllr Robins mentioned the possibility of dropping the height of the wall on the right hand side of the entrance at the Institute Building as he believes after looking at the site that this is the way which vandals are climbing on to the roof and causing vandalism. The Clerk reminded the Council that the Crime Prevention Officer had checked the building and had recommended brackets and wires around the perimeter of the roof to prevent anyone from climbing onto the roof and that the Insurers Allianz Cornhill were awaiting the Councils confirmation that this had been carried out.

Clerk to organise another meeting with Crime Prevention Officer and Cllr Robins to be present to clarify.

Obtain quotations for lowering of brick wall at the front right hand side of the building.

#### 5. PLANNING

##### 5.1 Planning Applications

Planning Application No:	TW/09/01180/FUL/GM2
Proposal:	Replacement of existing rear window with French doors
Location:	2 East View, Back Lane , Horsmonden
Recommendation:	Approval.
Proposed:	Cllr Clemson, seconded Cllr Stevens. Unanimous.

Planning Application No:	TW/09/01469/FUL/SJM
Proposal:	Single storey extension
Location:	1 Lewes heath Cottages, Lewes Heath, Horsmonden
Recommendation:	Approval.
Proposed:	Cllr Stevens, seconded Cllr Hughes. Unanimous.

Planning Application No:	TW/09/01369/FUL/JR
Proposal:	Demolition of existing bungalow and erection of four bedroom dwelling house (Revisions to approved application TW/08/03441)
Location:	Hill Top, Lewes Heath, Horsmonden.
Recommendation:	Approval.
Proposed:	Cllr Stevens, seconded Cllr Clemson. Unanimous.

Planning Application No:	TW/09/01672/FUL/CT2
Proposal:	Insertion of mezzanine floor and change of use form B8 (storage and distribution ) to B1 (a) office
Location:	Crouches Farm, Furnace lane, Horsmonden, Tonbridge, Kent.
Recommendation:	Approval.
Proposed:	Cllr Stevens, seconded Cllr March. Unanimous.

Planning Application No:	TW/09/01327/FUL/GM2
Proposal:	Conversion of part attic to form bedroom, internal alterations and insertion of new windows.
Location:	Mill Cottage, Maidstone Road, Horsmonden, Tonbridge, Kent.
Recommendation:	Approval.
Proposed:	Cllr March, seconded Cllr Parker, unanimous.

## 5.2 **Report of Permissions Granted and Refused**

### **Permissions Granted.**

TW/09/00924/FUL – Pippins, Lamberhurst Road, Horsmonden, Tonbridge.

Prior Approval Not required Article 3 submission – Bennett’s Farm, Maidstone Road, Horsmonden.

### **Permissions Refused.**

TW/09/01025/FUL – 2 Grovehurst Cottages, Grovehurst Lane, Horsmonden, Tonbridge

Lawful Development Certificate Refused (Planning permission needed – Smallbridge Crossing Cottage, Small bridge Road, Horsmonden.

## 5.3 **Other Planning Matters**

- i) **Bassett’s farm ,Goudhurst Road – update Council on plans from Hill Reed**  
Members of the Council had met with Hill Reed on 27<sup>th</sup> May to look at the plans which Hill Reed have for 27 new homes and offices on the plot at Bassett’s Farm , Goudhurst Road. The Councillors had been unable to give any views on the project but reported back that Hill Reed’s plan includes narrowing the main road towards the village in order to create a footpath up to the vicinity of the Old Station.  
Cllr Robins reminded the Council that this is a brown field site and if planning problems were overcome it was possible that permission would be granted by TWBC.  
Clerk to check up on rules for brown filed sites.
- ii) Cllr Stevens asked the Clerk to check whether or not an application had been received for Orchard Farm Maidstone road in respect of the shed.
- iii) Cllr Stevens also asked the Clerk to ask TWBC what was now happening with Bassett’s Farm, Maidstone Road.

## 6. **FINANCE**

### 6.1 **Parish Council Accounts to 7<sup>th</sup> June 2009**

The following accounts in respect of the period up to 7<sup>th</sup> June 2009 were presented to the meeting. It was proposed by Cllr Clemson and seconded by Cllr Kerrigan to accept the accounts, following a correction which needed to be made to the date shown. Unanimous.

**Horsmonden Parish Council Accounts as at 7th June 2009**

	<b>Balances</b>
Current account b/fwd 11.05.09	£ 21,415.81
Deposit account b/fwd 11.05.09	£ 32,482.50
Interest received (Deposit Account)	

<b>Item</b>	<b>Ref</b>	<b>Receipts</b>	<b>Payments</b>
Mrs LD Noakes May salary	S/O	26.05.09	£ 608.61
HM Inspector of Taxes (tax & NI Mrs L Noakes)	400619		£ 52.46
Mr. C J Couchman - May clock and play area	400620		£ 98.65
Mr. S Jones - May scavenging	400621		£ 75.45
Actions with Communities in Rural Kent subscription	400622		£ 35.00
EDF Energy Customers Plc - Electricity VG	400623		£ 18.68
Allianz Insurance Plc Further renewal for extended insurance	400624		£ 536.77
Gillett & Johnston - clock repairs	400625		£ 1,099.40
Kent County Council - internal audit work	400626		£ 299.00
J. Ralph Stevens Ltd - VH fence renewal	400627		£ 247.25
G Sands (extension to brick wall at play area)	400628		£ 100.00
Interest Current account	05.06.09	£ 3.10	

Current Account as at 08.06.09	£ 18,247.64
Deposit Account as at 08.06.09	£ 32,482.50

**TOTAL  
BANK: £ 50,730.14**

**6.2 Parish play area –agreement for cost of brick wall extension**

It was brought to the Council's attention that the small brick wall at the front of the play area had needed to be extended by a couple of feet at short notice prior to the fitting of the fence by Play dale's contractors. This needed to be done as a matter of urgency in order to avoid delay with the play area. The Council had found it very hard to get quotations for this as very few people were interested in such a small job at short notice. Gerry Sands had therefore completed the job as a local man who was available to do the task at very short notice.

It was proposed from the Chair that £100 be paid to Gerry Sands for the extension of the wall, as an acceptable amount for the job. This was agreed unanimously by the Councillors.

It was suggested that the Clerk should let FAMT know that the new wall outside Kindergarten is already cracking in places.

**6.3 BTCV- Kent Pond Warden Scheme – renewal.**

It was proposed by Cllr Hughes, seconded by Cllr Cheesman and agreed unanimously that the Council renew its membership of the Pond Warden scheme at £100 per annum.

**6.4 Insurance- increased renewal**

Cllr Robins proposed from the Chair to increase the insurance as per the recent renewal for £3963.88 with Allianz Cornhill., subject to a review of the insurance figures in respect of the Village hall, Institute and toilets. Unanimous.

**6.5 Agree invoice for clock repairs.**

It was proposed from the Chair that the Council agree retrospectively to the cost of the clock repairs carried out by Gillett and Johnston, which amounted to £1099.40 gross. Unanimous.

It was recorded by the Clerk that Gillett and Johnston had been historically used for upkeep and repairs to the clock as they were the original manufacturers and suppliers of the clock and hence have intimate knowledge of its workings.

**6.6 Street light 10 on Brenchley Road**

The Clerk informed the Council that they had been offered a new style lamp head free of charge from SEC when purchasing the new lamp post. The cost of this would be £338 (net) for the lamp and post, plus £532 (net) for reconnection by EDF Energy. It was proposed from the chair that the Clerk instruct SEC to install the new lamp and post on this basis and that EDF be paid to reconnect the lamp. Unanimous.

**7. HIGHWAYS AND GROUNDS MAINTENANCE**

**7.1 Highways**

Cllr Stevens informed the Council that he had met with a representative from Jacobs about the verge cutting and had been informed that there had been many complaints. Jacobs had promised to contact the Council again once they had met with their contractor.

Cllr Robins had received further communications from Mr Mayne whilst the Clerk was away and had passed a copy of his emails to KCC Alex King. It had been suggested by Lyn Day (Alex King's secretary) that a meeting be arranged to involve all interested parties.

It was requested that the Clerk report the following Highways related problems to the appropriate parties:

- Marker posts- vegetation needs clearing – Clerk to report to KHS
- Hedge on Goudhurst Road belonging to Heathside – Clerk to report to KHS (Richard Kaupert already dealing)
- Oak Cottage – hedge needs cutting back as it is difficult to see coming out of the Doctors surgery. Clerk to ask owners to cut back.
- Sandhole Cottage -logs on verge still presenting a problem – Clerk to ask KHS why they can't be removed as Highways own the land. Who will be liable in the event of an accident occurring?
- White lines need repainting at junction of Rectory Park Road and Spelmonden Road.
- Cats eyes missing – from cross roads in village centre, to Lamberts Place.

## 7.2 **Street lighting**

The Clerk advised that EDF were now in the process of repainting all the street lights as per the old contract agreement.

The Clerk pointed out that she had not yet received any maintenance bills from the new contractors SEC and when she had queried this it was because they were still setting up a new system.

Clerk to ask SEC to check timer for the light outside Heath stores as it is on in the early afternoon.

## 8. **PARISH COUNCIL ADMINISTRATION**

### 8.1 **Project management group - form a committee/group to steer projects and prioritize over forthcoming year.**

Cllr March explained that the Clerk had been working many hours overtime each week/month for a very long time now and she had expressed that she could not continue to do this anymore.

Cllr March suggested that a Project management group (consisting of the same members of the Finance Committee plus any other interested parties), be set up and should meet at least 3 times a year to prioritise the Councils projects and task list. Cllr March also suggested that those subcommittees already formed should take on the tasks associated with their cause and report their progress back to the project management group.

Cllr Clemson proposed that this be set up as a working party to prioritise work load and tasks and assist where possible. This was seconded by Cllr Stevens and voted for unanimously by the Council members.

Cllr Parker said that she had some suggested amendments to the lease for the play area and she would forward these to Cllr Robins and March so that they could agree the lease with FAMT.

### 8.2 **Public conveniences**

The Clerk reported that the public conveniences were now being cleaned three times a week by Specialist Hygiene services (the same company who were contracted to carry out the work for TWBC). The building had now been transferred to the Parish Council's insurance policy for at an insurable value of £85,000, as recommended by TWBC.

The Clerk had not yet received the keys or lease agreement from TWBC.

Cllr Robins will ask about the keys at the Parish Chairman's meeting.

### 8.3 **Discussion/agreement to allow Chairperson and Clerk to permit bookings for Village Green**

Cllr Clemson put forward a proposal that the Chairperson (or Vice Chair in their absence) should have the authority to authorise a village green booking, on behalf of the Council. This was seconded by Cllr Hughes and voted for unanimously.

### 8.4 **Parish Council's contribution to Ready call Welcome pack**

The Clerk presented a flyer setting out details regarding the Parish Council, to be included in the Ready Call Welcome pack. The Chair proposed that the Council accepted the flyer and this was voted for unanimously.

### 8.5 **Speedwatch**

The Clerk had received the updated sites and the calibrator, now repaired, from PC Ball. This now meant that pending a new battery, the Speedwatch equipment was now ready to use again. Goudhurst Parish Council have shown some interest in borrowing the equipment and the Clerk is to liaise with Peter Rowlinson about this upon his return from holiday.

It was suggested by Cllr Hughes that all members of the Council ask as many people as they could think of if they could help at all with Speedwatch, as volunteers were now needed, and it was still lacking a co-ordinator.

## **8.6 Relocation of local history books**

The clerk had ascertained that there were still a few local history books on the mobile library at present, and KCC Libraries and Archives had said that these could be transferred to the Horsmonden local history group if preferred. Thelma Skinner had shown an interest in storing the books along with others from the historical society, providing there weren't too many.

Cllr Robins proposed from the Chair that the books be collected from the mobile and transferred to the local history society. John Naylor kindly offered to collect them and deliver to Thelma if need be.

## **8.7 Village entry sign and invicta badge**

The Clerk asked if she should contact Roland Duke to see if a new Invicta badge could be obtained for the entry sign on the Brenchley road. The Council were in agreement with this course of action.

## **8.8 Seating arrangements for APM and larger public meetings/name tags**

A discussion took place about the seating arrangements for the Annual Parish Meeting, as it was felt by some members that the Public may not be able to hear what Councillors were saying and that it may be better if in future the Council sat in a horseshoe shape facing the public at the Annual Parish Meeting. It was also felt that name badges should be worn by the Councillors at this meeting, so that members of the public knew who they were speaking to and addressing. The overall feeling was that the Annual Parish Meeting (APM) should be more of a sociable evening, where the public felt welcomed and comfortable, and that it may be better to split this from the Annual Meeting of the Parish Council (AMPC) and have the two on separate nights in order to allow more time for both.

Cllr Robins proposed from the Chair that the APM and AMPC be held on two separate evenings with effect from 2010. Unanimous. Clerk to organise dates.

## **8.9 Publicity/advertising for meetings**

Several members of the Council felt that the advertising for APM and AMPC in previous years had been rather poor and that if better advertised, then more members of the public may come along to this. A discussion took place about various methods of advertising. Cllr Stevens to look in to the cost of suitable boards.

## **9. CORRESPONDENCE**

### **9.1 KCC -Kent Highways Services – proposal for interactive speed sign on Goudhurst Road.**

The Clerk informed the Council that she had been notified by KCC Highways that they were authorising an interactive speed sign to be positioned on the Goudhurst Road near the entrance of the village.

The Clerk had written to all those parishioners living near to the intended position of the speed sign, and had received an objection from Miss Forrest at 1 Old Bassett's Cottages regarding the positioning of the sign near to her property. The Clerk had spoken to Miss Forrest regarding this matter and had informed her that the location of the sign was entirely dependent on the decisions of KCC Highways specialists, who have to abide by certain regulations and take specialist measurements to find the most suitable location.

Members of the Council were pleased to hear about the authorisation of the new interactive sign and generally agreed that they serve as a reminder to drivers to slow down and hence help prevent accidents.

Cllr Fletcher proposed acceptance of the new sign and this was seconded by Cllr Stevens, and voted for unanimously.

The Council suggested that the Clerk write back to Miss Forrest and say that they are sympathetic to the issues raised by her, but feel that the speed sign is for the greater good of the whole Parish.

### **9.2 KCC – Kent Minerals and Waste Development Framework: Adoption of a revised scheme.**

The Clerk presented a letter from KCC regarding the above, saying that they would be writing to ask how the Council wished to be involved in future consultations.

**9.3 KCC – Environment, Highways and Waste Directorate: Statement of community Involvement scoping consultation.**

The Clerk presented a consultation form KCC to ask the PC's opinion of how they wished to be consulted on these issues. Cllr Robins and Cllr March took these consultation questionnaires for review.

**9.4 Kent Police – correspondence regarding the bent railings at the Village Hall**

The Clerk had received a letter from Kent Police stating that no further action could be taken regarding the bent railings at the Village hall and the case would now be filed by them.

**9.5 Freedom Maintenance Ltd - security at the substation, Back Lane**

The Clerk had informed EDF of the problem with children jumping off the railings at night near to the electricity substation and this query had been passed on to Freedom Maintenance who maintain the sub stations. The Clerk had been in contact with Freedom Maintenance who were going to reassess the situation .and see if anything else can be done to make it safer, or to alert those children playing there, of the dangers involved.

**9.6 Kent Air Ambulance Trust –Textile bank initiative**

The Clerk presented a proposal from a company who places textile banks in certain locations to raise money for Kent Air Ambulance. The Parish Council asked the Clerk to find out more information about this, as this could be possibly position outside the public conveniences as it would not create a disturbance.

**9.7 Kent County Playing Fields Association**

Kent County Playing Fields Association had written to the Parish Council asking if they could offer any support, as they had done so many years ago. Clerk to write back with the standard reply to requests for charitable donations.

**10. ANY OTHER BUSINESS (DISCUSSION ONLY)**

There was no further business to be reported

**The meeting closed at 11.00pm**

**Next Meeting Dates**

Monday June 22<sup>nd</sup> 2009 – Planning Committee  
Monday July 13<sup>th</sup> 2009 – Parish Council Meeting  
Monday August 17<sup>th</sup> 2009 – Planning committee Meeting  
Monday September 7<sup>th</sup> 2009 – Parish Council Meeting  
Monday October 5<sup>th</sup> 2009 – Parish Council Meeting  
Monday November 2<sup>nd</sup> 2009 – Parish Council Meeting  
Monday December 7<sup>th</sup> 2009 – Parish Council Meeting  
Monday December 14<sup>th</sup> 2009 – Finance Committee Meeting