

MINUTES OF HORSMONDEN PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL at 7.30 P.M. ON MONDAY 14th JUNE 2010

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

In attendance: Lucy Noakes (Clerk)
3 members of the public
Cllr King (KCC)

Declarations of Interest:

Declarations of pecuniary and non-pecuniary interests in accordance with the Code of Conduct were invited.

1. APOLOGIES FOR ABSENCE
TWBC Cllr Callow (unable to get a baby sitter)

2. PUBLIC SESSION

George Baker exhibited the posters which he had prepared for the Village Fete on July 10th and these were thought to be suitable for the event.

George explained that the Church had now offered to fill in the Village Green booking forms and be the official event holder and the clerk had already received the copy of the Church's insurance documentation. The Clerk will now await the booking forms completed appropriately by the Church. George went on to explain that proposed stalls/activities included lamas in a pen, 4 vintage cars, a bouncy castle and small ride, a maypole dance, a 35 ft trailer for a band to play on. It was explained that the clerk would need to see insurance documentation for the bouncy castle and small ride separately – George to obtain these.

George also said that he had now got several first aiders.

There is also to be a fun run starting on the Green at 10.45am and there will be 2k and 4k runs with a marked route. Jenny Lethem is organising this part of the day.

No alcohol will be served on the Green, but the pubs and social club will be open throughout the day and have agreed to their toilets being used by the public, as well as the public conveniences being used.

Once the Clerk has all the documentation, Cllrs March and Clemson will be able to authorise for the event to go ahead.

Cllr King (KCC) congratulated Cllr March on her elevation to the position of Chairman to the Council and thanked Cllr Robins for all his past services as Chairman.

Cllr King went on to explain that the necessary cuts would be made at KCC, although the County Council was doing everything in its power to ensure that key services were maintained, as far as possible. He asked the Parish Council to let him know if there were any changes which we were unhappy or concerned about.

Cllr March thanked Cllr King for his input in managing to get the Parish Church sign replaced for the village.

Cllr March then introduced Cllr McDermott as the new Borough Councillor, taking over from Sally Slade.

Cllr Stevens asked Cllr King if he could make any enquiries about the school fence as it had been in a bad state of repair for some time and he was worried about security issues. Cllr King said he would chase this up.

3. MINUTES OF PREVIOUS MEETING

Minutes of the Annual Parish Council Meeting – 17th May 2010

Cllr Robins had suggested that there should be some amendments to the minutes as the Councillor Committee membership status had not been clear when the proposal and vote was taken at the May meeting. Cllr March altered the minutes by hand and read aloud the amendments. These were then initialled by Cllr March, The amended Minutes of the Annual Parish Council Meeting held on 17th May 2010 were then taken as read and proposed for approval by Councillor Robins, seconded by Councillor Clemson and vote for unanimously.

4. MATTERS ARISING

Millennium Plinth

Cllr Robins to draw up the proposed plans as soon as possible.

Litter bin and ‘No Dog’s’ sign for Play Area

Richard March had kindly offered to fit these items into the play area as soon as he could.

Fireproof Cabinets

Cllr Robins would look on the internet for a 60 minute fireproof cabinet and email details to the Clerk.

5. PLANNING

5.1 Planning Applications

Planning Application No:	TW/10/01764/CEU/CW1
Proposal:	Lawful Development Certificate(existing) – Occupation of the dwelling house by a person or persons who do not comply with condition 6 of TW/08/1269
Location:	Boundary Farm, Marle Place Road, Brenchley, Tonbridge
Recommendation:	Approval
Proposed:	Cllr Robins, seconded Cllr Clemson, Carried.
Comments:	Acceptance based on justified usage.

Planning Application No:	TW/10/01488/HOUSE/SEP
Proposal:	Revised details: Construct a pitched roof over existing single storey flat roofed building
Location:	Remington’s Farmhouse, Lamberhurst Road, Horsmonden
Recommendation:	Approval
Proposed:	Chair. Unanimous.
Comments:	No material changes.

Planning Application No:	TW/10/01628/HOUSE/SEP
Proposal:	Retrospective: conservatory to annexe
Location:	The Annexe, 2 School House Cottages, School House Lane, Horsmonden
Recommendation:	Approval. Referral to planning committee.
Proposed:	Cllr Robins, seconded Cllr Stevens, Unanimous.
Comments:	Approval subject to planning consent having been approved for the annexe.

Planning Application No:	TW/10/01629/HOUSE/SEP
Proposal:	Retrospective: First Floor deck
Location:	2 School House Cottages, School House lane, Horsmonden
Recommendation:	Refusal. Referral to Planning Committee
Proposed:	Cllr Hughes, seconded Cllr Stevens, Unanimous.
Comments:	Unsuitable amendment to a house in that location.

Planning Application No:	TW/10/01767/FUL/GM2
Proposal:	Erection of greenhouse at Unit 2; Erection of greenhouse and summerhouse at Unit 4
Location:	2 & 4 Castlemaine Oast, Maidstone Road, Horsmonden
Recommendation:	Decision deferred until planning meeting of 28 th June for further research. The PC wish to know the conditions of consent on all the units at Castlemaine Farm.
Proposed:	
Comments:	

Planning Application No:	TW/10/01819/HOUSE/GM2
Proposal:	Retrospective: dormer window to rear elevation
Location:	Highlands Oast, Marle Place Road, Horsmonden
Recommendation:	Decision deferred until planning meeting of 28 th June for further research. When was permission given for the dormer window in the Kiln?
Proposed:	
Comments:	

5.2 **Report of Permissions Granted and Refused**

Permissions Granted.

TW/10/01077/HOUSE –Trastamara, Yew Tree Green Road, Horsmonden, Tonbridge.

TW/10/01262/HOUSE –1 Smallbridge Cottages, Smallbridge Road, Horsmonden, Tonbridge.

TW/10/01528/HOUSE –Hayle Farm, Marle Place Road, Horsmonden Tonbridge

TW/10/01215/HOUSE – 13 Orchard Way, Horsmonden, Kent

Other Planning Matters

Priest Farm, Goudhurst Road, Horsmonden

The Council had received communications from TWBC Planning to say that there was to be a public inquiry into this matter on 11th August at the Town Hall. The Council are able to attend if they wish. It was suggested that the Clerk look up the views stated previously by the Council on this matter, so that they can be restated if necessary.

It was proposed by Cllr Robins that the PC give the planning committee their consent to agree this matter at the planning meeting on 28th June 2010, once all details are known. This was seconded by Cllr Stevens and agreed, unanimously.

Mouse Trap Farm, Churn Lane, Horsmonden

The Clerk had received an email from Planning department saying that the residential use of the caravan has ceased, but that it will remain on site as a workers 'mess - room'. Any future non compliance of the rules will result in prosecution by TWBC.

It was suggested that whilst the PC noted this, they would be interested to know if TWBC will be regularly inspecting this property to make sure that regulations are being adhered to.

6. FINANCE

6.1 Parish Council Accounts to 13th June 2010

The following accounts in respect of the period up to 13th June 2010 were presented to the meeting.

It was proposed by Cllr Clemson and seconded by Cllr Robins to accept the accounts as shown.

Unanimous

Horsmonden Parish Council Accounts as at 13th June 2010

	Balances
Current account b/fwd 17.05.10	£ 917.13
Deposit account b/fwd 17.05.10	£ 56,925.04
Interest received (Deposit Account)	

Item	Ref	Receipts	Payments
Aon Ltd - PC insurance policy	400751		£ 2,898.50
Mrs L. Noakes May salary	S/O		£ 616.20
HM Revenue and Customs - Tax and NI L Noakes	400752		£ 57.28
Mr S Jones - May scavenging	400753		£ 61.52
Mr C J Couchman - May clock and play area	400754		£ 80.44
Southern Electric Company - May 2010	400755		£ 133.25
EDF Energy Customers Plc - Electricity Public conveniences	400756		£ 117.31
Mrs J March - refund of expenditure for Parish Plan	400757		£ 12.41
Specialist Hygiene Services - May 2010	400759		£ 168.02
Interest current account		£ 1.43	
VH lease fee (£1.00) & NH Watch monies for safekeeping		£ 281.79	

Current Account as at 13.06.10	£ 7,055.42
Deposit Account as at 13.06.10	£ 46,925.04

TOTAL BANK: £ 53,980.46

6.2 Quotations for posts around green and bench installation.

The Clerk had tried to obtain three quotations for installing the benches on the village green and putting in the new posts. She had only been successful in obtaining one quotation from Dukes.

A discussion took place about the new posts and it was thought that they must all be erected to the same height and that setting in concrete was not necessary. The new benches are to go in the position of the one in front of Redman's and the old bench further round towards Crowhursts. It was proposed by Councillor Robins that the Village Green custodians should review the situation and approve the quotation, seconded Cllr Hughes, unanimous.

6.3 Village Green Treatments

The Clerk had been in contact with Peter Trail at Bourne's who had suggested that it might be better to wait until next year to put fertilizer on the Green as the lime would take some time to rebalance the P/h of the green and until this was achieved putting fertilizer on would be a waste of time and money. It was suggested by the Council that the clerk ask Bourne's whether putting on another application of lime this year may help redress the balance more quickly. Clerk to investigate.

7. HIGHWAYS AND GROUNDS MAINTENANCE

7.1 Highways and street lighting problems to be reported

Cllr Stevens commented on the large Pot hole at the entrance to Grovehurst lane (L/h side of the entrance). Cllr Stevens went on to say that several items requested from Highways had recently been achieved.

The Clerk went on to say that she had heard from Sara Fletcher in Drainage and she had arrange for CCTV drainage surveys to be carried out in several locations around the village including outside Freestons, and that she would be looking at the culvert in Churn lane and drainage in Spelmonden Lane.

The Clerk had received a complaint from a parishioner about the state of the hedge forming part of the boundary to the field next to Kirkins Close as it was now over hanging the pavement. Last time this happened the PC were unable to contact the owners of the field and had gone through KHS to get this cut. Clerk to report to KHS.

The Clerk had also received an email from Steven Noad to say that he would be looking into the speed limit clarification on the Maidstone Road as requested.

7.2 Street Lighting.

The Clerk had received a letter from SEC to say that there were some remedial works which needed to be done. Clerk to investigate which columns these relate to and what they are and report back to Cllr Stevens. The Clerk was still negotiating about a bill from SEC which she believed to be for duplicate works.

7.3 Colts Hill Working Group – next meeting

He clerk reported that the next meeting was on 30th July at 10am at County hall. Unfortunately no member s would be able to make it to this meeting. Clerk to ask for the steering group to report back to the PC with details from the meeting.

7.4 Fencing around the sports club

Cllrs Robins and Stevens had met with Norman Fisher at the grounds some months ago and it had been clear that the Sports club did not have sufficient funds to replace the fencing.

It was suggested that the PC may fund the replacement of this section of fencing and that it should be replaced with 3 strands of barbed wire. Clerk to ask the Sports club to obtain 3 quotations and get back to the PC.

8. PARISH COUNCIL ADMINISTRATION

8.1 Confirmations of PC Committee Structure for 2010/11 and trustees for V/H.

The committee structure for 2010 /2011 was discussed and it was proposed from the Chair and agreed unanimously that the committee status and responsibilities be set as follows:

Committee	Officer Membership
Business/Retail Liaison	Cllr Cheesman
Project Management/Finance	Cllrs Clemson, Hughes, Fletcher, March and Robins
Footpaths	Cllrs Hughes and Robins
Hop Picking	Cllrs Cheesman, Hughes, and March .
Internal Auditor	Cllr Hughes
KAPC Reps	Cllrs Cheesman , March and Robins (if required)
Planning	Cllrs Clemson, Hughes, Holloway, Robins, Stevens, Fletcher, March and Parker. Chair – to be elected next meeting.
Police Liaison	Cllrs Clemson, Holloway
Play Area	Cllrs March, Parker and Stevens
Transportation and Lighting	Cllr Stevens
Village Green Custodians	Cllrs Cheesman, March, Stevens and Parker
Village Hall	Cllrs Holloway and Stevens
Institute Building	Cllrs Fletcher and March.
Public Conveniences	Cllrs March and Parker.

It was suggested that the Clerk write to the School Governors and ask if they will allow the Parish Council to have a representative back on the Board , as Cllr Fletcher was willing to take on this position.

8.2 Horsefair 2010 – latest information

Cllrs March and Hughes had attended the last meeting with CI Wilson and Richard Highgate form KCC Highways. The police had stated that last year’s event had taught them two lessons: there needed to be a more rigorous approach to parking, and there were concerns about trotting on the public highways, which needed addressing before this year’s event.

Mr. Vine had apparently said that he was prepared to insure this year’s event again and it was thought that this insurance may cover a closed off area of road as well as the Village Green
Both councillors had been greatly encouraged by the suggestions made by Highways and the police.

8.3 VG Booking for Fun Day on 10th July 2010 organised by Youth Club

This item was dealt with under the public session.

8.4. VG Booking for play activities KCC

The Clerk reported that KCC had been in contact as they wished to organise some craft and activity sessions on the Village Green during the summer holidays. It was proposed from the Chair that assuming that all the necessary booking forms and paperwork were received by the clerk that the events should be allowed to go ahead. This was voted for unanimously by other members of the council. It was suggested that the organisers be allowed to advertise with a banner on the Green similar to that used by the Farmers Market if they wished.

8.5 Neighbourhood Watch

The Clerk had received £280.79 form Carole Fitzgerald who had been holding this in a bank account for some years for the Neighbourhood watch. It had been suggested that this now be held by the Parish Council until such time as a revival of Neighbourhood watch takes place in the village. It was suggested that the Clerk add

a section in the Parish News article requesting that those interested in Neighbourhood watch contact herself or the police contact.

8.6 Title Registrations (Village Hall , Institute , Village Green)

The Clerk had been investigating the registration of the VH lease through Land registry and had discovered that the Village Hall itself would need to be registered for as this had never taken place. She had requested further information on this from the Land registry (as well as details for similar registration of the Institute Building).

Cllr Parker offered the Clerk her help in looking at what was needed for this.

8.7 Public conveniences

There had been no further contact from officers at TWBC despite the clerk's efforts to contact them about this. Cllr McDermott offered to try and chase TWBC officers on the Council's behalf.

9. CORRESPONDENCE

9.1 KCC – Kent Minerals & Waste development Framework – Publication of the Scoping Report for the Sustainability Appraisal/Strategic Environmental Assessment.

The Clerk informed the Council of the above .

9.2 KCC –Environment, Highways & Waste Directorate: Statement of Community Involvement: Draft for Consultation

Clerk to email Cllr Robins the link for completion of the Consultation.

9.3 TWBC– International Day of Older persons & UK Older People day on 1st October 2010. Partnership meeting at 2pm on 28th June 2010 at Camden Centre TW

Cllr March to attend. Clerk to pass details to Cllr March.

9.4 NHS Trust. South East coast ambulance Service – Shaping the Future days (six events)

The Clerk informed the Council of these events. No interest at present.

10. ANY OTHER BUSINESS (DISCUSSION ONLY)

The clerk had received a last minute communication from TWBC about the Local Development Framework and Borough transport strategy. Clerk to forward the link to Cllr March.

Cllr Cheesman reported back on the KAPC meeting and said that the Clerk would soon receive a bill for the Council's contribution to the KAPC secretaries Honorarium. Cllr Cheesman had made a suggestion at the meeting about putting a warning sign alerting drivers to the possibility of stationary vehicles at Gedges Hill going into Paddockwood as vehicles often sit in the middle of the road waiting to turn right into the garage and fast moving vehicles coming up behind are a danger.

Cllr Clemson said that the organisers of the Conservative club BBQ had asked if they could put a sign in the PC notice board advertising the event. Cllr March said that as it was a private and political event, the PC could not advertise it.

Cllr Robins requested that the agenda next month should include the Village Green Byelaws as these still needed redrafting and resubmitting.

It was reported that on 27th June the 579 Squadron of the Royal engineers would be marching through Tunbridge wells and a member of the Council had been invited to attend. No members were able to attend at that time.

The meeting closed at 10.42pm

Next Meeting Dates

Monday June 28th 2010 – Planning Committee

Monday July 12th 2010– Parish Council Meeting

Monday August 16th 2010 Planning Committee

Monday September 6th 2010 – Parish Council Meeting

Monday October 4th 2010 – Parish Council Meeting

Monday November 1st 2010– Parish Council Meeting

Monday December 6th 2010 – Parish Council Meeting

Monday December 13th 2010 Finance Committee and Risk Assessment