

# HORSMONDEN PARISH COUNCIL

A PARISH COUNCIL MEETING WILL BE HELD IN THE VILLAGE HALL ON  
MONDAY 1<sup>ST</sup> OCTOBER 2018 AT 7.30PM

## AGENDA

**Please note** that although members of the Public and press may not orally report or comment about a meeting as it takes place, they may a) film, photograph or make an audio recording of a meeting; b) use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or c) report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

All members of the council are respectfully requested to ensure that they are familiar with the details of each item listed on the agenda, prior to the meeting, by reading the relevant papers and emails or following the links provided.

**Declarations of Interest (in accordance with the Members' Code of Conduct):** If a Member has a prejudicial interest, this should be declared at the start of the meeting. Personal interests may be declared at this point or alternatively can be declared at the time when the specific item is being discussed, if a Member wishes to speak on an item in which s/he has a personal interest. Members in doubt about such a declaration are advised to contact the Monitoring Officer before the date of the meeting.

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### 1. APOLOGIES FOR ABSENCE

### 2. PUBLIC SESSION (no decisions): Members of the public have the right to speak for up to three minutes at the Chairpersons discretion on issues concerning the Parish providing the Clerk has prior notification.

### 3. MINUTES OF PREVIOUS MEETING

Agree the minutes of the Parish Council Meeting 3<sup>rd</sup> September 2018, Finance Meeting of 14<sup>th</sup> September & Planning Committee Meeting 18th September 2018.

### 4. MATTERS ARISING (the council looks at matters ongoing from the last meeting - no decisions)

### 5. PARISH COUNCIL FINANCE/QUOTATIONS

- 5.1 Agree Parish Council accounts to 30<sup>th</sup> September and settlement of invoices for this period (see appendix 1)
- 5.2 Chair to reconcile accounts with bank statement for period up to and including 2<sup>nd</sup> September 2018
- 5.3 Quotations to repair parking area kerb stones outside the Village hall
- 5.4 Quotations for replacing the front door to Village Hall
- 5.5 Quote for repainting the interior doors in the public loos with anti-graffiti paint.
- 5.6 Consider grant for St Margaret's Church to assist with mowing costs.

### 6 HIGHWAYS AND GROUNDS MAINTENANCE

- 6.1 Highways issues – footpaths, trees, roads, signs, verges, and markings
- 6.2 Grounds Maintenance - around the village. Agree future of Red Oak on the green.
- 6.3 Street lighting
- 6.4 Environmental issues and noise amplification around the green.

### 7. ADMINISTRATION

#### 7.1 Update of Parish Council Standing Orders

#### 7.2 Update of Parish Council Financial Regulations

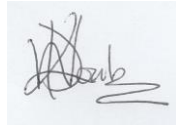
- 7.3 Traffic Solutions. Update on current traffic project: agree the next steps and quotations.
- 7.4 WWI centenary event
- 7.5 Emergency planning – next steps Data Protection consent form and privacy statement
- 7.6 Neighbourhood Planning - next steps and Data Protection consent form and Privacy statement
- 7.7 GDPR and Data Protection– adoption of a Data Protection Policy for HPC plus Assessment of Data held by HPC, Awareness checklist for Parish Councillors, Social and Media policy.
- 7.8 Hirers privacy statement for Village Green and new Village Green booking form.
- 7.9 Council comments on the renaming of the house 'Crossways' to 'Happy Lamberts',

### 8. CONSULTATIONS

- 8.1 KCC Household Waste Recycling Centre Consultation -ends 1<sup>st</sup> November  
[www.kent.gov.uk/wasteconsultation](http://www.kent.gov.uk/wasteconsultation)
- 8.2 TWBC Air Quality Action Plan Consultation ends 28<sup>th</sup> October.  
<http://www.tunbridgewells.gov.uk/council/have-your-say/consultations/air-quality-consultation>
- 8.3 TWBC Draft Statement of Licensing Principles – Gambling Act 2005 2019/2022 Consultation ends 19<sup>th</sup> October .  
<http://www.tunbridgewells.gov.uk/council/have-your-say/consultations/draft-statement-of-licensing-principles-gambling-act-2005-20192022>
- 8.4 Ministry of Housing, Communities & Local Government - Permitted development for shale gas exploration consultation ends 25<sup>th</sup> October  
<https://www.gov.uk/government/consultations/permitted-development-for-shale-gas-exploration>

**9. UPDATES (no decisions)**

- 9.1 Updates and meetings attended (updates and feedback from meetings attended and held by council members)



**Lucy Noakes**

Clerk to Horsmonden Parish Council, 01892 724989

24<sup>th</sup> September 2018

**Horsmonden Parish Council Accounts as at 30th September 2018**

	<b>Balances</b>
Current account with Co-operative Bank PLC b/fwd. 03.09.2018 (assuming all debits and credits have cleared the account)	£ 83,700.20
Deposit account with HSBC b/fwd. 03.09.2018 (assuming all credits and debits have cleared the account)	£ 291.01
interest on HSBC account	

Item	Ref	Receipts	Payments
Kent Association of Local Councils Annual Subscription	402108		£ 808.37
EDF Energy - The electricity box VG	D/D		£ 53.00
EDF Energy - Electricity The Public conveniences	D/D		£ 241.00
BT Business - phone and broadband charges 31.08.2018	D/D		£ 240.68
Mrs L Noakes - salary and bonus payment	S/O Flexi		£ 1,217.56
Ms J Stanton - September salary	S/O Flexi		£ 478.30
EVAQ8 LTD - emergency bag and safety equipment	402109		£ 212.81
HM Revenue and customs - Tax and NI Sept	402110		£ 325.35
Specialist Hygiene Services Ltd - August cleaning	402111		£ 204.61
Mr C J Couchman - sept clock and play area	402112		£ 103.85
Ms J Stanton - refund for sticky labels	402113		£ 8.99
Lucy Noakes - refund for travel costs for clerk's conference	402114		£ 12.33
Mr W Filtress - cleaning equipment around the green	402115		£ 90.00
Horsmonden Sports Club - donation towards mowing costs	402116		£ 250.00
Castle water - supply of water to public toilets	402117		£ 141.96
The marketing solution - posters and flyers for NH plan	402118		£ 237.60
correction for cheque 402103	402103		£ 0.80
KCC - payment for grass cutting at Fromandez Drive 18-19		£ 95.53	

Current Account with Co-operative Bank PLC as at 30.09.18

£ 79,168.52

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(assuming all credits and debits have cleared the account)

All Accounts with HSBC as at 30.09.18

£ 291.01

(assuming all credits and debits have cleared the account)

**TOTAL**

**BANK:**

**£ 79,459.53**

***Please note that in addition to this the Council holds a long term investment of £70,000 with HSBC.***