

**MINUTES OF HORSMONDEN PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL at 7.30 P.M. ON MONDAY 6th JANUARY 2014**

Present: Cllr March (Chair)
Councillors Davis, Russell, Cheesman, Parker, Stevens, Isaacs and Hughes

In attendance: Lucy Noakes (Clerk)
No public present

Declarations of Interest:

Declarations of pecuniary and non-pecuniary interests in accordance with the Code of Conduct were invited. Cllr Parker declared a non prejudicial, non pecuniary interest in item TW/13/03137 as she resides in a neighbouring property and had been lobbied about this application by Parish residents.

1. APOLOGIES FOR ABSENCE

Cllr McDermott (TWBC) - (attending another meeting)
Cllr King (KCC) - (Unable to attend)
Cllr Lawrence – late back from work

2. PUBLIC SESSION: *(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).*

Cllr Stevens had requested to speak on several issues during the public session. He had noticed a great deal of rubbish had been dumped along the road side from the entrance to Poplars Farm along to Churn Siding, Churn Lane, Horsmonden. Clerk to report to TWBC. With regards to the recent flooding he had noticed that luckily Pullen’s Farm had not flooded, however Smallbridge had suffered badly and low lying houses had been very close to flooding. Houses opposite the chapel on the Maidstone Road had received a lot of water and there had been a lot of surface water along the Lamberhurst Road form Burnside onwards.

Cllr March explained that with regards to sand bags, people who know that their properties may flood have been advised to take precautions and should have their own sand bags ready , as these were only being handed out to those who were in an environmental emergency zone, for fear that Borough Council’s would run out of supplies.

Cllr March also said that she had requested that TWBC prepare emergency flood information for Parishes. It was suggested that the Parish Council may wish to set up an emergency plan group, who could set up a plan which would be used in the event of any type of emergency in the village. This should integrate with the plans of surrounding villages. Clerk to add this to the February agenda and invite Nick May and Ken Tutt along.

Cllr Parker said that she had seen several families clearing the leaves away from blocked drains in bother the Lamberhurst Road and Goudhurst Road and it was suggested that the Clerk add a thank you to the Parish News article to thank these families for their help.

Cllr Stevens also raised the subject of dredging the local rivers and tributaries as well as ditch clearing, as he had noted that very little dredging has taken place on local water courses and believes that this could be a factor contributing to localised flooding owing to smaller tributaries becoming blocked up by growth of vegetation and silting. Clerk to write to the Environment Agency and ask if they dredge the River Teise and what their policies are for local dredging.

3. COUNCILLOR VACANCY - CO-OPTION OF NEW COUNCILLOR

The Council had received one application for the Councillor vacancy. It was proposed by Cllr Davis that Steve Isaacs be co-opted on to the Council to fill the vacancy, seconded Cllr Stevens, unanimous. Cllr Isaacs completed the Acceptance of Office, which was witnessed by the Clerk. The Clerk gave Cllr Isaacs a Register of Interest form for completion and return.

4. MINUTES OF PREVIOUS MEETING

Minutes of the Parish Council meeting 2nd December 2013, Finance meeting 9th December 2013 and Special Meeting 16th December 2013

The minutes of the Parish Council meeting held on 2nd December 2013 were proposed for acceptance by Cllr Parker, seconded by Cllr Stevens and carried.

The minutes of the Finance meeting held on 9th December 2013 were proposed for acceptance by the Chair, carried.

The Minutes of the Special Meeting of 16th December 2013 were proposed for acceptance by Cllr Stevens, seconded by Cllr Parker and carried.

5. MATTERS ARISING

Additional bench on the village green

Cllr Stevens had now installed this.

Village Sign

Mr. and Mrs. Mills are happy for the sign to be reinstalled in its current location. Cllr Stevens looking at how this can be done. The sign has now fallen in the winds and is lying flat in the Mills' garden.

Institute Repairs

The Clerk had now received a quotation from M& C electrical for the repairs costing £250 plus VAT. It was proposed by Cllr Davis that this quotation be accepted providing it covered all repairs needed to the electrics and it was suggested that the Clerk ask Jan Botten if she could ensure that the boiler cupboard was open when the electrician attended. Seconded Cllr Stevens. Carried.

The clerk had now heard back from One to One who were to carry out the works to the plumbing. She had asked them to come and carry out more testing before the works could be commenced. It was suggested by the Chair that the clerk go ahead with the works, as the mains have been tested.

Stickers on Wheelie Bins

These had now been ordered and the Clerk awaited delivery. Cllr Parker to look at drafting some guidance notes which could be handed out with the stickers when they arrive. The stickers will need to be distributed to houses on the main roads once they arrive and this will be considered at the next meeting.

Conversion of old toilet at the Village hall

Cllr Isaacs to try and find out more about eh damp course and get a quote on this

William Lambert Plaque.

More investigation was needed on this. Cllrs Davis and Stevens to look at this matter and try to find a suitable position inside or outside the building.

Sport Club

The Sports club had now purchased the mowers and the clerk had received the cheque. Clerk to remove mowers from the insurance policy and pay the sports club the donation from the PC.

6. PLANNING

6.1 Applications/submissions:

Planning Application No:	TW/13/03723/HOUSE/CO1
Proposal:	Rear roof dormer window extension
Location:	Southlands Goudhurst Road Horsmonden Tonbridge Kent TN12 8JU
Recommendation:	Approval
Proposed:	Cllr Davis, seconded Cllr Hughes. .Unanimous
Comments:	Approval, Appropriate development to the property.

Planning Application No:	TW/13/03137/FULL/NR2
Proposal:	Lewes Heath House Lewes Heath Horsmonden Tonbridge Kent TN12 8AF
Location:	(Land adjacent) Change of use of field from agricultural to equestrian and erection of stable (works commenced)
Recommendation:	Refusal

Proposed:	Cllr Hughes, seconded Cllr Davis. Carried.
Comments:	Inappropriate change of use given its location within the AONB and as a prominent site next to a well used public footpath, the Parish Council feel that the development would detract from that amenity. If the Planning officer feels that developments have taken place which do not have permission, then the Parish council would recommend the reinstatement of the land. The Parish Council note that the information on the stable says it is 'mobile' although the PC believes that it has a permanent, concrete base.

Planning Application No:	TW/13/03646/HOUSE/HW1
Proposal:	First floor extension over single storey lean to, oak framed extension to replace existing conservatory, roof extension and alterations to existing attached garage to form habitable accommodation, covered porch and alterations to windows and external finishes
Location:	Smallbridge House Smallbridge Road Horsmonden Tonbridge Kent TN12 8EP
Recommendation:	Approval
Proposed:	Cllr Davis, seconded Cllr Russell. Unanimous.
Comments:	Appropriate development to the property.

Planning Application No:	TW/13/03455/FULL
Proposal:	Change of use from B1 to B2 (General Industrial) - retrospective
Location:	Broadford Oast (The Forge, Unit 7) Goudhurst Road Horsmonden Tonbridge Kent TN12 8ET
Recommendation:	Approval
Proposed:	Cllr Stevens, seconded Cllr Hughes. Unanimous.
Comments:	The Parish Council wishes to support local craftsmen and tradesmen. The Parish Council would recommend a restriction in hours for usage of the air hammer and sound proofing to mitigate the noise nuisance to neighbours.

Planning Application No:	TW/13/03764/LBC/GM2
Proposal:	Listed Building Consent - Conversion of existing garage for the purpose of incidental enjoyment of the main dwelling
Location:	Old Barn Cottage Yew Tree Green Road Horsmonden Tonbridge Kent TN12 8HR
Recommendation:	Approval
Proposed:	Cllr Stevens, seconded Cllr Parker, unanimous.
Comments:	Acceptance subject to the conservation architect's approval. Suitable use of the property.

6.2 **Report of Permissions Granted and Refused/Appeals lodged.**

Applications Granted.

TW/13/03196/FULL – Pitlands Bungalow, Churn Lane, Horsmonden

TW/13/03163/FULL – Remington's Farm Land and Buildings, Lamberhurst Road, Horsmonden.

TW/13/01957/FULL – 2 Heathfield Cottages, Furnace Lane, Horsmonden
 TW/13/02426/HOUSE – Kirkins Farmhouse, Maidstone Road, Horsmonden
 TW/13/03286/HOUSE – Shirrenden Lodge, Brenchley Road, Horsmonden

Applications Refused

None.

6.3 Other planning matters.

None.

7. PARISH COUNCIL FINANCE

7.1 Parish Council Accounts to 6th January 2014

The Clerk presented the accounts up to 5th January to those present. It was proposed by the Chair that these be accepted as a true representation of the Council's finances, as shown below. Unanimous. The Chair checked the balance presented by the clerk, against the balance shown in the latest Bank statement and these were identical.

Horsmonden Parish Council Accounts as at 6th January 2014

	Balances
Current account b/fwd 02.12.2013	£ 900.03
Deposit account b/fwd 02.12.2013	£ 110,841.25
Interest received (Deposit Account)	

Item	Ref	Receipts	Payments
Mr Couchman - refund for purchase of glue	401331		£ 5.58
SSE Contracting - November street lighting maintenance	401332		£ 71.26
KJ Isaaks - wheelie bin stickers	401333		£ 430.00
Mrs L Noakes - December salary plus back payment for increase	S/O		£ 743.27
HM Revenue and Customs NI and Tax L Noakes	401334		£ 29.20
BT telephone	D/D		£ 12.18
Mrs L Noakes - refund for padlock	401335		£ 15.00
Mr C J Couchman - clock and play area Dec	401336		£ 80.48
Mr S Jones - scavenging Dec	401337		£ 61.52
SHS Cleaning public toilets December	401338		£ 178.71
SouthEast Water - supply 29.05.2013-11.12.2013	401339		£ 80.83
EJP Fire protection Ltd - servicing social club	401340		£ 144.00
Zurich Municipal - building works insurance	401341		£ 129.86
Viking Direct - paper for printer	401342		£ 20.72
LPM Bohemia- The Tent Co.Ltd - Marquee hire	401343		£ 779.63
KALC training - introduction to CiLCA	401344		£ 216.00
E.on- supply of electricity for street lights 1.10.13-31.12.13	401345		£ 323.36
Interest on current account		£ 0.38	
social club contribution towards summer festival		£ 500.00	
Interest on current account	03.01.2013	£ 0.29	

Current Account as at 05.01.14	£ 3,079.10
Deposit Account as at 05.01.14	£ 105,841.25

TOTAL BANK: £ 108,920.55

7.2 Parish Council Precept for 2014/2015.

Councillor Russell explained that the Finance Committee had tried to come up with a cash precept which represented a 0% increase, taking into account the tax base set by TWBC. In doing this the Finance committee had carefully looked at each item on the budget and considered how much was needed in 2014/15. Cllr Russell went on to explain some of the items and how the decisions had been reached by the committee. The Finance committee had reached a final figure of £63, 245 in total.

Cllr Stevens proposed a vote of thanks to the Clerk for managing to get the Computer training for the elderly finalised and underway.

Cllr March proposed from the Chair a vote of thanks to Cllrs Stevens and Davis for putting up and dealing with the Christmas lighting.

It was proposed by Cllr Parker and seconded by Cllr Stevens that the precept figure of £63,245 as suggested by the Finance Committee be requested from TWBC in respect of 2014/15. Unanimous.

7.3 PC agreement to training costs for clerk

The Clerk had requested that she be allowed to attend the three mornings training of CiLCA held by KALC in January and February, at a total cost of £216.00. It was proposed by the Chair that this should be accepted. Unanimous.

It was hoped that following this she would feel confident to enrol on the SLCC CiLCA course, with a view to completing the exam at some stage over the next two years.

7.4 Play area quotation

The rope ladder had again been broken at the play area and the Clerk had been liaising with Playdale, the manufacturers to find a suitable alternative, which could be longer lasting and more cost effective.

Playdale had come up with a suggestion of the pod climber rope, which does not have loops and should not twist as much. The quotation for providing and fitting this piece of equipment was £448.15 net. In the absence of any other suitable alternative it was proposed by Cllr Russell and seconded by Cllr Hughes that this equipment should be ordered and fitted by Playdale as soon as possible. Unanimous.

7.5 Quotations for summer festival

The Festival committee had met and discussed options for 2014 and it had been proposed that a village event take place during the weekend of 20th, 21st and 22nd June 2014.

The clerk had received a quotation for the Marquee at a gross cost of £1559.25 from LPM Bohemia, the tent Co, who had provided the marquee in previous years. It was proposed by the Chair that the council accept this. Unanimous.

The Clerk had also received a quotation from Fourjays who had provided the toilets for the last two years. The cost was to be £268 for two toilets for the weekend. The Council had received quotations from two other companies in previous years, but had decided that Fourjays were the best value for money. It was therefore proposed by the Chair that Fourjays be accepted again, unanimous.

The Clerk had received a quotation from C & M Security for the event and the cost was £10 per hour. It was proposed that the marquee be guarded from 9pm to 8am on Thursday evening, 12pm to 8am on Friday evening, 1am to 8am on Saturday evening and 9pm to 7am on the Sunday evening, which amounted to a total of 36 hours costing £360. This was proposed by Cllr Davis and seconded by Cllr Russell, unanimous.

7.6 Asbestos survey for the VH

The Clerk had established that there was not an up to date survey available for the Village Hall. Rather than obtaining 3 new quotations it was suggested that the Council should contract PV Environmental Surveys to carry out the survey, as they had carried out a successful survey for the Institute Building, as they had been the most suitable out of three companies who quoted for this work. This was proposed by Cllr Davis, seconded By Cllr Russell and voted for unanimously.

8. HIGHWAYS AND GROUNDS MAINTENANCE

7.1 Highways issues – footpaths, trees, roads, signs, verges, markings

Cllr Stevens mentioned the following for reporting to Highways :

Avery large pot hole opposite the end of Furnace Lane,

Pot holes at Goudhurst Road end of Back Lane,

2 large potholes at Rectory park

Blocked drains outside the Rectory in Goudhurst Road

Fir tree plantation on the Maidstone Road just prior to Yew Tree Green Road. Many trees have fallen down in here. Cllr Stevens was concerned that these would block the water courses in this area if left as they are. Cllr Parker to try and ascertain who this belongs to so that the Clerk can write.

Willow tree hanging near to road at Rams Hill House, Maidstone Road. Clerk to write to owners and ask if they can cut it back and maintain.

Other problems with blocked drains had also been reported and it was requested that the Clerk try to ascertain when the drains would be cleared in Horsmonden generally.

9. ADMINISTRATION

9.1 Public Conveniences

The Clerk had monitored the situation and it appeared that Cornford's had commenced the project and were off to a good start. It was requested that the Clerk ask Mr Bell if he could report back to the Council after his weekly visits to the site.

9.2 Setting up an Emergency planning group.

The Council had already discussed the idea of setting up an emergency group at some length in the public session and this was to be brought back to the meeting in February.

10. CORRESPONDENCE/UPDATES

10.1 Chairman's update

The Chair had nothing further to report to the meeting.

10.2 Consultation on the Branch re-opening of Horsmonden Post office as a Hosted Outreach service , opening Monday, Wednesday, Friday between 2pm &4pm

The PC was strongly in favour of the proposal to set up an Outreach service in Heath Stores and it was suggested that the matter be raised again at the planning meeting in order to give Cllrs a chance to think of any relevant comments for the consultation. It was suggested that that maybe the hours could be staggered if this was possible.

10.3 Kent and Medway Fire and Rescue Authority's Safety Plan 2014 – comments by 13th January 2014

Cllr Russell had read the consultation and the documents largely set out how the Fire Brigade would be reorganising their working hours and shifts to try and provide the same amount of cover, taking into account cuts to the service. Cllr Russell thought that the best option had been the suggestion of an increase in Council Tax of just under 2% in order to continue, as far as possible, the current level of this service. It was proposed from the Chair that Cllr Russell be allowed to fill in the questionnaire on behalf of the Council taking this into account. Unanimous.

10.4 Delivery of English Heritage

The Council did not have any comments for this consultation. Clerk to report no comment.

10.5 Government Consultation on Local Authority Parking Strategies

It was suggested that the Council members should look at this consultation and bring their comments to the February meeting.

The meeting ended at 10.42pm