

MINUTES OF HORSMONDEN PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL at 7.30 P.M. ON MONDAY 1ST OCTOBER 2012

Present: Cllr Davis (Acting Chair)
Councillors Stevens, Russell, Parker, Kerrigan, Cheesman and Jones.

In attendance: Lucy Noakes (Clerk)
Cllr King (KCC) - present for items 1&2 only

Declarations of Interest:

Declarations of pecuniary and non-pecuniary interests in accordance with the Code of Conduct were invited. Cllr Davis declared an interest in TW/12/02166/HOUSE - Stiles Oast, Maidstone Road as the applicants are neighbours.

1. APOLOGIES FOR ABSENCE

Cllr McDermott (TWBC) - another meeting
Cllr March – (on holiday)

2. PUBLIC SESSION

Cllr King had requested to speak about KCC's budget proposals as he felt that background information was important and he asked that the Council members send through as many comments as possible.

He went on to say that the last 3 years had been difficult, with KCC having to make radical changes in the way it operates, resulting in a much slimmer organisation. He believed however, that KCC was still able to deliver the services which people need as well as providing the Statutory services, without having to raise council taxes.

It was proposed by Cllr Davis in the Chair and voted for unanimously to bring forward item 7.1 Highways, so that the Council could discuss the possibility of traffic monitoring as suggested by the Village Vision group. The Council members asked Cllr King about the proposal to have traffic monitoring carried out in the village. Cllr King said that he was happy to accept a grant application from the Council, in respect of this matter.

Cllr Davis then proposed that the Council go ahead and apply for the grant from Alex King in order to fund the traffic monitoring which Village Vision was to organise. Unanimous.

Cllr Jones made the point that many parishioners parked on the Bus stops in the village, which can cause traffic disruption and danger to other road users and pedestrians. He requested that this be added to the minutes and mentioned in a Parish News article to try and inform parishioners that this is a fineable event and dissuade them from parking on these designated areas.

3. MINUTES OF PREVIOUS MEETING

Minutes of the Parish Council Meeting 4th September 2012 and Minutes of the Planning Meeting of 17th September 2012

It was proposed by Cllr Stevens and seconded by Cllr Parker that the minutes of the Parish Council Meeting of 4th September 2012 be accepted as read and this motion was carried.

The Clerk presented minutes from the Planning meeting of 17th September 2012. Cllr Stevens requested that an alteration be made to these minutes, as he felt that under item TW/12/00066/HOUSE – The Woodpeckers, Castlemaine Oast, Maidstone Road, Horsmonden, his vote had been cast against this application, so that it should have resulted in the item being recorded as 'carried' rather than 'unanimous' Once altered, the minutes were proposed for acceptance by Councillor Jones, seconded by Cllr Parker and carried.

4. **MATTERS ARISING**

Computers at the Social Club – The Clerk had not been able to get confirmation of any progress in this matter, and had been asked by KCC if this grant was still going to be applied for. It was proposed by Cllr Davis that this matter be discontinued at present and maybe revisited in 2013, if a proven need could be established.

First Registration of the Village Green – Clerk still waiting to hear from Land Registry following the PC’s application for First Registration.

Projector System – Clerk waiting to hear from the electrician regarding a date for installation of the electrics. The quotation had been less than £400; therefore the Clerk would be using Mr Hummel for installation.

Community Gardening Scheme – Cllr Parker had made some progress with this matter and had heard from the Youth Club that they were very interested in taking part. Other village organisations had however been slow to respond. Cllr Parker had now set up a competition to provide a logo for the project.

Conservation Area – the late Mr Naylor had designed a Conservation Area Map and had been working on this matter with TWBC. Cllr Davis offered to contact Mr. Naylor’s widow and would see what could be brought to the Council at the next meeting. Cllr Jones raised a further issue under this point in that he had noticed the late Michael Craft’s memorial bench on the Green was now in a very bad state and he wondered if it could be replaced with a new bench. The Clerk estimated that a new bench similar to those recently purchases for the Green would be approximately £300 .Cllr Stevens made a proposal to purchase a new bench without arms to replace this bench, and it was seconded by Cllr Cheesman. Unanimous. Clerk to write to the late Mr. Craft’s family to let them know about this.

5. **PLANNING**

Planning Application No:	TW/12/02166/HOUSE/GM200161UBWBU000 Stiles Oast Maidstone Road Horsmonden Tonbridge Kent TN12 8DA
Proposal:	Retrospective: Timber framed play structure
Location:	Stiles Oast, Maidstone Road, Horsmonden, Tonbridge
Recommendation:	Approval.
Proposed:	Cllr Stevens, seconded Cllr Jones. carried
Comments:	Acceptable , mobile play structure in the garden.

Planning Application No:	TW/12/02529/HOUSE/EA1000VVLBWBU000 Gate House Lamberhurst Road Horsmonden Tonbridge Kent TN12 8DR
Proposal:	Demolition of three detached garages and removal of porch. Two single storey extensions and first floor extensions and alterations. Provision of replacement garage.
Location:	Gate House, Lamberhurst Road, Horsmonden, Kent.
Recommendation:	Refusal
Proposed:	Cllr Parker, seconded Cllr Cheesman.Unanimous.
Comments:	The Parish Council remains concerned at the bulk of the garaging in total. The parish Council has no objection to the residential element of the proposal.

Planning Application No:	TW/12/02534/LBC000VVLBWBU000 Gate House Lamberhurst Road Horsmonden Tonbridge Kent TN12 8DR
Proposal:	Listed Building Consent: Demolition of three detached garages and removal of porch. Two single storey extensions and first floor extensions and alterations
Location:	Gate House, Lamberhurst Road, Horsmonden, Kent.
Recommendation:	Approval

Proposed:	Cllr Stevens, seconded Cllr Russell, Unanimous.
Comments:	Agreeable to the demolition of the garages and porch and the 2 storey extension. On the assumption that this application does not include the rebuilding of the 3 garages, the Parish Council is agreeable with the application, subject to the Conservation architect's approval.

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

Approved:

TW/01991/HOUSE – Mill Cottage, Maidstone Road, Horsmonden, Tonbridge
 TW/02198/HOUSE – Corner Cottage, Hayman's Hill, Horsmonden, Tonbridge.

5.3 **Other Planning matters.**

Canbra, Lamberhurst Road

Mr Hazelgrove from TWBC planning enforcement confirmed that planning approval was required for this. The Council are to expect an application shortly.

6. **PARISH COUNCIL FINANCE**

6.1 **Parish Council Accounts to 3rd September 2012**

The Clerk presented a copy of the accounts up to and including 30th September 2012 to the Council. It was proposed by Cllr Jones and seconded by Cllr Parker that the accounts be accepted by the Council. Unanimous.

Horsmonden Parish Council Accounts as at 30th September 2012

	Balances
Current account b/fwd 03.09.2012	£ 1,839.36
Deposit account b/fwd 03.09.2012	£ 62,613.17
Interest received (Deposit Account)	_____

Item	Ref	Receipts	Payments
Interdirect - domain name hosting for 2 years	401114		£ 360.00
Horsmonden Social Club- donation for planting	401115		£ 60.00
Horsmonden Methodist Church - hire of hall	401116		£ 14.00
Playdale Playgrounds Ltd - rope ladder	401117		£ 223.36
Able Group plumbing services	401118		£ 151.20
Audit Commission - external audit 2011-12	401119		£ 480.00
Mrs L D Noakes - salary for September	S/O		£ 665.75
Seareach - labels for PC items	401120		£ 168.00
Lambert and Foster - lease plan for sports ground	401121		£ 690.10
Mrs L Noakes - stationery	401122		£ 25.14
HM Revenue and Customs - Tax and NI L Noakes	401123		£ 10.69
Mr. S Jones - scavenging for Sept	401124		£ 61.52
Mr. C J Couchman - clock and play area - Sept	401125		£ 80.48
Specialist Hygiene services - sept cleaning	401126		£ 178.71
CHEQUE VOID	401127		
Mr. W Vine - refund of remaining deposit Horsefair	401128		£ 124.00
Interest on Current account		£ 0.35	

2nd Half precept form TWBC
Credit - deposit from Horsefair

£ 28,657.00	
£ 250.00	

Current Account as at 30.09.12 £ 3,796.76
Deposit Account as at 30.09.12 £ 86,270.17

TOTAL
BANK: £ 90,066.93

6.2 Quotation to raise boiler off the ground- Village Hall

The Clerk had received two quotations from different contractors regarding raising the boiler up off the ground. However the contractors views on how this matter should be approached differed somewhat, therefore it was suggested that the Clerk should obtain a third quotation and advice form a further company to see how they would go about this. Clerk to bring this back to the next meeting.

6.3 Quotation for Parish Office signage

The Clerk had obtained 3 quotations for producing signs for the parish Office: one to go on the front of the Village Hall and the others to go on the external and internal doors of the office. The quotes (including postage and packing)were £57 .00 (net) from Arien Signs , £85.50 (net) form Maidstone Signs and £42(net) form The Marketing Solution. (TMS). This matter did not need to be voted on as it was less than £200 in value. Clerk to obtain signs from TMS.

7. **HIGHWAYS AND GROUNDS MAINTENANCE**

7.1 Highways issues

The Following Highways points were raised :

- There are 4 potholes in Rectory Park Road – Clerk to report to KHS.
- Pot hole on Maidstone Road at junction between Yew Tree Green Road and Maidstone Road - Clerk to report to KHS.
- The verges are breaking up badly on either side of the Maidstone Road near Castlemaine Farm/House - Clerk to report to KHS.
- The wisteria at Wisteria Cottage needs pruning back as it is overhanging the pavement and is lower than head height in places – clerk to write to householder.
- Hedge at Woodbine Cottage to be monitored as it is coming out at the top and blocking sight lines members to monitor.
- It was pointed out by Cllr Stevens that many hedges in the village are not being cut back properly as they are near to the edge of the verge at the bottom and curve outwards at the top. Hedges should be cut well back from the verge at the bottom and should taper inwards at the top. Clerk to mention in Parish News.
- Dead tree in Rectory Park field near to junction of Smallbridge Road and Brick Kiln Lane. Clerk to ask owners to deal with this as it could be a hazard in windy or wintry conditions.

It was also reported that a parishioner had complained about Lorries parking overnight in the lay-by on the Maidstone Road near to the entrance to Churn Lane. It is thought that the lorry drivers are going to August Pitts Farm, and have arrived too late for delivery, so stay in the lay-by overnight. This creates a noise for local residents. Clerk to write to Chris Browning at August Pitts and suggest that he lets the companies he deals with know about this.

The Clerk had been involved in correspondence about parking on the dog bone markers which delineate the dropped kerbs near the Green and Heath Stores. Several disabled parishioners had experienced problems there over recent months, as drivers had ignored the markers and parked over the dropped kerbs .The Clerk had obtained a notice from TWBC which she could laminate and put up near to the dropped kerbs and in village shops, as well as Parish News, once she has permission from TWBC.

Cllr Davis will be attending the seminar by Kent Highways Services on 8th October 2012.

8. ADMINISTRATION

8.1 VG booking for Saturday 15th December 2012–Nativity on the Green

Mrs Marsh had again asked to book the Green on behalf of the Church, to hold a Nativity event on 15th December 2012. The event is to be similar to that held in previous years.

Cllr Davis proposed acceptance of the booking subject to the necessary documentation being received by the Clerk. Unanimous.

Whilst on the subject of Christmas, it was suggested that Cllr Stevens switch on the Christmas lighting on 8th December 2012 and that he switch it off again on the twelfth night. Clerk to organise UMS certificate with EDF and Eon.

8.2 Public conveniences and section 106 monies

Cllr March had received a letter from Tim Kehoe, the Head of Planning to inform the Council that there were various Section 106 monies available in connection with the new houses at Gibbett Lane. It was proposed by Cllr Jones and seconded by Cllr Stevens that the Council write to the Head of Planning to ask that the £27738 available for Youth and Adult Recreation could be used towards refurbishment of the Public Conveniences including putting in a disabled toilet, as the public toilets were directly adjacent to the Village Green which was used for a wide variation of leisure events for both young people and adults. This proposal was voted for unanimously. Clerk to write.

8.3 Sports Club lease and plan.

The Clerk had continued to correspond with the Trustees of the Sports Club and KCC Solicitor regarding the drafting of the new lease and it was hoped that the new lease would be signed and executed within the next calendar month.

It was proposed by Cllr Cheesman that the Chair and Vice Chair should be given authority by the Council to sign the lease on behalf of the Council once they were happy that all the suggested alterations had been made, with Cllrs Kerrigan and Parker involved in the final negotiations also. This proposal was seconded by Cllr Stevens and voted for unanimously.

8.4 Clarification on procedures during meetings and Clerk's minute taking.

The Clerk clarified the rules in the Council's Standing Orders with regards to voting and in particular the Chair's right to a casting vote, as there had been some debate about this previously. The Clerk also mentioned that she had been advised by KALC and SLCC that it was best practise to keep her minute taking as short as possible. Members of the Council were agreeable to this, although they requested that reasons for decision making should still be put into the minutes as they clarified the decision making process in many cases.

8.5 New Councillor recommendation and decision following interview process

Cllr Russell explained how the interview panel consisting of Cllr March, Cllr Russell, Cllr Jones and Cllr Parker had formulated a list of questions, all of which were asked to each candidate in turn. Each candidate had up to half an hour for the interview and the process had run very smoothly. The Council had been impressed with the quality of candidates applying for the vacancy and the amount of commitment shown. Following the interviews, the panel had given consideration to each candidate in turn and were recommending that Claire Reed be accepted by the Council to fill the vacancy, because of her proven ability to organise and commit, shown through her involvement in the Community First Responders and her keen interest to interact and work with the youth of the village.

Cllr Stevens proposed acceptance of this recommendation and this was seconded by Cllr Russell. Unanimous. Clerk to inform all candidates of the outcome.

CORRESPONDENCE/UPDATES

9.1 KCC's Budget proposals – consultation – comments by 1st November 2012 www.kent.gov.uk/budgetviews

Cllr King (KCC) had informed the Parish Council about the budget proposals at the beginning of the meeting. It was suggested that the Council members should respond to this individually.

9.2 Kent County Council: KCC Children and Young People's Joint Commissioning Board – consultation by 29th October <http://consultations.kent.gov.uk/consult.ti/JCBconsultation/consultation>.

Again, it was suggested that Council members should respond to this consultation individually.

9.3 Kent County Council – The Definitive Map and Statement of Public Rights of Way in Kent – comments by 10th October 2012 www.kent.gov.uk/prowconsultations
The Council had no comments to return on this matter.

9.4 Tunbridge Wells Borough Council: New Council Tax Benefit Scheme (This consultation runs until 8 October.) <http://www2.tunbridgewells.gov.uk/Default.aspx?page=4897>
It was suggested that Council members should respond to this individually.

9.5 Tunbridge Wells Borough Council’s draft ‘Statement of Principles’ for the Gambling Act 2005. Comments by 16th November 2012. <http://consult.tunbridgewells.gov.uk>
The Council did not have any comments on this matter.

The meeting closed at 9.55pm

Forthcoming Meetings:

Planning Committee meeting – 16th October 2012
Parish Council Meeting - 12th November 2012
Planning Committee Meeting – 27th November 2012
Parish Council Meeting – 3rd December 2012
Finance Committee meeting – 10th December 2012