

HORSMONDEN PARISH COUNCIL

A PARISH COUNCIL MEETING WILL BE HELD IN THE VILLAGE HALL ON
MONDAY 9TH JANUARY 2017 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 5th December 2016 and Finance Meeting 12th December 2016
4. **MATTERS ARISING (no decisions)**
5. **PARISH COUNCIL FINANCE**
 - 5.1 Agree Parish Council accounts to 8th January 2017 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 4th December 2016
 - 5.3 Consider the precept for 2017/18 as recommended by the Finance Committee
 - 5.4 Consider an increase in the Clerks hours of employment to 19 per week ,as recommended by the Finance Committee
 - 5.5 Revisit the decision on how to reinvest the monies from maturing bond with HSBC
 - 5.6 Refurbishment costs for parish Office and arrangements
 - 5.7 Review and agree Parish Council telephone costs
 - 5.8 Costs for carrying out external repairs/painting to the Institute
 - 5.9 Consider computer Service agreement with Arron computers
6. **PLANNING APPLICATIONS**
 - i) Current applications awaiting consideration by the council:

Planning Application No:	TW/16/07567/FULL
Proposal:	<u>New vehicle access from highway (revised re-submission of planning permission 16/505434 - Conversion of building and land surrounding (about 0.09 HA) to a single family dwelling)</u>
Location:	All Saint's Church Maidstone Road Horsmonden Tonbridge Kent

Planning Application No:	16/07568/LBC
Proposal:	<u>Listed Building Consent - New vehicle access from highway (re-submission of approved consent - Listed Building Consent - Conversion of building and land surrounding (about 0.09 HA) to a single family dwelling)</u>
Location:	All Saint's Church Maidstone Road Horsmonden Tonbridge TN12 8DQ

Planning Application No:	TW/16/07719/FULL
Proposal:	<u>Install 4 No. rooflights (Retrospective)</u>
Location:	Swigs Hole Barn Yew Tree Green Road Horsmonden Tonbridge TN12 8HR

Planning Application No:	TW/16/07631/FULL
Proposal:	<u>Two brick piers within the site (Retrospective)</u>
Location:	Orchard Business Park Furnace Lane Horsmonden Tonbridge TN12 8LX

- ii) Applications granted and Refused.
iii) Other Planning matters

7. HIGHWAYS AND GROUNDS MAINTENANCE

- 7.1 Highways issues – footpaths, trees, roads, signs, verges, and markings
7.2 Street lighting

8. ADMINISTRATION

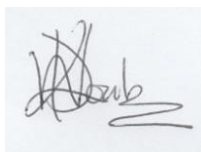
- 8.1 Discuss/agree a Terms of reference for Finance/risk assessment committee
8.2 Discuss/agree a Terms of reference for Personnel committee
8.3 Traffic solutions update
8.4 The Institute – moving forward with the lease arrangements.
8.5 Recommendation from the Finance Committee to carry out a full structural survey on the condition of the Institute Building roof
8.6 Recommendation from the Finance Committee to have the village shelter cleaned once a month
8.7 Recommendation from the Finance Committee to continue paying for the Street Cruiser to visit Horsmonden on a weekly basis throughout 2017
8.8 Emergency planning – update and next steps.
8.9 Confirm how the PC wishes to deal with requests from charities to display links/adverts on website/notice boards? Agree a wording to be displayed on website for the PCs policy regarding charitable requests.
8.10 Village Green Trees pollarding, limes and fungus and chestnut internal survey.

9. CONSULTATIONS.

- 9.1 Kent County Council - Kent Minerals and Waste Sites Plans. Comments on SCI (Statement of Community Involvement - Comments by 30th January 2017
http://consult.kent.gov.uk/portal/statement_of_community_involvement_2016/statement_of_community_involvement_2016
SDP (Safeguarding Supplementary Planning Document)
http://consult.kent.gov.uk/portal/mwcs/safeguarding_supplementary_planning_document_spd
or recommended site submissions - .
http://consult.kent.gov.uk/portal/second_call_for_sites_2016/second_call_for_sites_2016

10. UPDATES (no decisions)

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



Lucy Noakes

Clerk to Horsmonden Parish Council, 01892 724989
4th January 2017

THE PUBLIC AND PRESS ARE WARMLY INVITED TO ATTEND THE MEETING

APPENDIX 1 - 09.01.2017

Horsmonden Parish Council Accounts as at 8th January 2017

	Balances
Current account with Co-operative Bank PLC b/fwd 05.12.2016 (assuming all debits and credits have cleared the account)	£ 85,886.79
Deposit account with HSBC b/fwd 05.12.2016 (assuming all credits and debits have cleared the account)	£ 60,561.30
Interest received (Deposit Account)	£ 699.27

Item	Ref	Receipts	Payments
Mr D Buckett- Interim internal audit	401807		£ 248.40
Mr C Noakes - refund for flower bulbs- community gardening	401808		£ 87.32

Kent Association of Local Councils- Emergency planning course	401809		£ 36.00
Glasdon Uk Ltd- small rubbish bin and liner	401810		£ 74.70
EDF Energy - Electricity supply VG	D/D		£ 37.00
EDF Energy - Electricity supply toilets	D/D		£ 241.00
BT Business - phone and broad band	D/D		£ 294.38
EJP Fire Protection Ltd - Fire extinguishers and alarm/lighting	401811		£ 168.00
Millsales Direct LTD - soap dispenser	401812		£ 41.75
Specialist Hygiene services- November cleaning	401813		£ 187.20
Duke Contractors Ltd- grounds maintenance	401814		£ 4,654.57
Kent Associations Of Local councils - Communications and media conference 2017	401815		£ 72.00
Kent Association of Local Councils -planning conference 2017	401816		£ 72.00
Arron services Ltd - computer services	401817		£ 78.00
G Sands-sanding and repainting bins	401818		250.00
Mrs L Noakes- December salary and overtime	S/O flexi		1,146.43
HMRC Tax and NI Mrs L D Noakes- December	401819		£ 236.82
Mr C J Couchman- Clock and play area December	401820		103.85
SR Services (SE) LTD - urinal screens	401821		£ 86.40
SSE Contracting Ltd - December street lighting maintenance	401822		£ 71.26
South East Water- water supply public toilets	401823		£ 181.79

Current Account with Co-operative Bank PLC as at 08.01.17 £ 77,517.92

(assuming all credits and debits have cleared the account)

Deposit Account with HSBC as at 08.01.17 £ 61,260.57

(assuming all credits and debits have cleared the account)

TOTAL
BANK: £ 138,778.49