

MINUTES OF HORSMONDEN PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL at 7.30 P.M. ON MONDAY 1st DECEMBER 2014

Present: Cllr March (Chair)
Councillors Cheesman, Isaacs, Davis, Stanton, Russell, Lawrence and Hughes

In attendance: Lucy Noakes (Clerk)
No public

Declarations of Interest:

Declarations of pecuniary and non-pecuniary interests in accordance with the Code of Conduct were invited. Cllr Stanton declared an interest in item 8.9 'Computing for the elderly' as her partner Mr Waters had put himself forward to provide training for this.

1. APOLOGIES FOR ABSENCE

Cllr Stevens – another meeting. It was proposed from the Chair that this reason be acceptable to the council. Unanimous.

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).*

None.

3. MINUTES OF PREVIOUS MEETING

Minutes of the meeting on 3rd November 2014 and Planning Meeting 19th November 2014

The minutes of the meeting 3rd November were presented to the Council as read and proposed for acceptance by the Chair. Unanimous.

The Minutes of the planning committee meeting of 19th November were presented as read and proposed for acceptance by the Chair. Carried.

4. Matters Arising

Gap in fencing behind the VH

Cllr Isaacs will try and carry out this work as soon as he can – clerk to send him an email reminder.

Water bills

The clerk had telephoned SE Water, who were going to send an engineer to look at the meter and check for leaks. Clerk to report findings back to next meeting.

Play Area

Clerk has arranged for Play dale to come and fit a new Pod climber with a chain link and new springs on gates as appropriate.

Restoration of Milestone on Brenchley Road

The clerk has asked the Stone shop for a quotation, but not had a response as yet. Cllr March noticed that Brenchley had renovated their Milestone and suggested that the clerk contact Martin Powell the clerk there, to ascertain who carried out the works there.

Conservation Area Map

Cllr Davis reported that there was no further progress on this as yet.

Buses to Paddockwood.

Waiting to hear form NuVenture about a possible increase in bus services.

5. PLANNING

i)

Planning Application No:	TW/14/504494/FULL
Proposal:	<u>Conversion of existing double garage to two bedroom residential dwelling, and new external storage building.</u>
Location:	Heathleigh House Maidstone Road Horsmonden Tonbridge Kent TN12 8JJ

Recommendation:	Refusal
Proposed:	Cllr Davis, seconded Cllr Lawrence, Unanimous.
Comments:	Significant over development of the site, which would result in unsatisfactory access to Heathleigh House and the new development, leading to congestion in the turning area in The Manwarings.

ii) Applications Granted and Refused.

None.

iii) Other planning matters – discussion only

It was mentioned that the stables up at Lewes Heath were still causing an obstruction to the public footpath, even though planning had asked them to be moved.

6. PARISH COUNCIL FINANCE

6.1 Parish Council Accounts to 30th November 2014

The Clerk presented the accounts up to 30th November 2014, as shown below, to those present. Cllr March proposed acceptance of the accounts from the Chair. Unanimous

Horsmonden Parish Council Accounts as at 30th November 2014

	Balances
Current account b/fwd 02.11.2014	£ 46,334.39
Deposit account b/fwd 02.11.2014	£ 60,000.47
Interest received (Deposit Account)	£ -

Item	Ref	Receipts	Payments
Mrs J March - refund for cakes, tea , coffee etc	410483		31.32
Mr Kellas Remembrance wreath s137	410484		£ 35.00
Mrs V Parker - refund for crocus bulbs	410485		£ 241.92
Mr S Davis - refund for plants and supplies	410486		£ 89.03
Mrs L Noakes - November salary	S/O		£ 796.09
HM Revenue and Customs - Tax and NI L Noakes	410487		£ 32.49
Mrs L Noakes - refund travel costs and parking	410488		£ 18.20
Mr S Eastwood - refund for supplies to mend noticeboard	410489		£ 73.86
Mr S Jones - scavenging November	410490		£ 61.52
Mr C J Couchman - clock and play area November	410491		£ 83.08
Viking Direct - stationery	410492		£ 58.82
Mr J Tweddle - trees Fromandez Dr &Green	410493		£ 325.00
SAI Construction - convrsion of toilet to Cupboard VH	410494		£ 768.00
Horsmonden Methodist Church hire of hall	410495		£ 14.00
Interest on Current account		£ 6.74	
VH Insurance contribution and rent		£ 72.85	
TWBC - christmas lights grant		£ 50.00	
Refund of over payment from LD Noakes salary		£ 0.20	

Current Account as at 30.11.14	£ 43,835.85
Deposit Account as at 30.11.14	£ 60,000.47

TOTAL BANK: £ 103,836.32

6.2 Feedback from internal audit

The internal auditor had written a letter reporting any improvements which could be suggested to the Council. One of these was to make provision in the budget for the salary increases usually announced in the second half of the year by NALC, and the other was to ensure that the Council looked carefully at the Insurance cover provided for the Council to ensure that adequate insurance cover was being provided and that all items owned by the Council were included in the schedule.

7. HIGHWAYS AND GROUNDS MAINTENANCE

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

The following items were mentioned for the clerk to report /chase with KHS:

- Flooding at junction of Yew Tree Green Road and Maidstone Road – check this is being dealt with.
- Large pot holes on LH side of Yew Tree Green Road, just before the junction with Maidstone Road.
- Large pothole opposite Churn Siding, Churn Lane (inside corner of bend) making lorries swing out to avoid this.
- Edge of road breaking up near gate entrance to field between Churn Siding and Poplars Farm, Churn Lane.
- Railings needing attention again at Bassett's Farm, Maidstone Road.
- Pot holes near lay by opposite entrance to Churn Lane.

Cllr Stanton said that she had assessed Spelmonden Lane and had marked 10/12 pot holes on the KHS system, for filling.

Cllr Russell had noticed that where there had been a trench across the Maidstone Road somewhere between Corner Cottage and Western Hanger, the infill has started to break up and what looks like a blue water pipe is visible. He will investigate further and report to the Clerk.

Cllr Davis said that the Tennis club were hoping to coppice the chestnut trees which were on the land between the club and sports ground in a line, as these were overgrown and in need of attention. Clerk to check lease to see who is responsible for maintenance of trees.

Clerk had not heard anything about the delivery of the jumbo salt bags – she would chase these up.

The Sports club had asked if the PC would agree to the erection of a brown tourism sign on the fingerpost on the Village Green. The Council were of mixed opinion on this matter. The Club would be willing to apply direct to Highways regarding the design and any costs involved. The Club also wishes to hold functions such as firework parties, etc on the grounds. Clerk to check lease and report back to Council at next meeting.

Cllr March reported that the bus services to Pembury Hospital were to be reviewed in the New Year and micro buses could be used on relevant routes. She also said that SE Rail Services could now only increase fares by up the RPI +1%, and that they had reported that the works to Paddockwood station would be completed by Christmas.

7.2 Public Rights of Way

The clerk had made all the necessary preparation and would be sending the application forms back to KCC in the New Year to register the footpath between the Green and Back Lane as a PROW. PCSO Carey had been dealing with the reports of noise disturbance on the footpath and had gone to great lengths to ask local publicans and establishments if anyone leaving their premises late at night could respect locals living nearby by making as little noise as possible. She had asked if any late night

patrols in the area could call by and check for disturbance whenever possible, but unfortunately as resources are so stretched , officers were often needed elsewhere on more urgent business.

7.3 Street lighting/Christmas lighting

The clerk had asked SSE for quotations for new lighting columns but was still awaiting these at present.

It was noted that the Christmas lights were to go up on 6th December and come down again on the 12th night.

8. ADMINISTRATION

8.1 The Institute – plaque installation, plans for the front of the building, plumbing.

The plumbing at the Institute was scheduled to take place on 12th December, with Matt Hobbs installing an outside lockable tap and housing and changing the internal stop cock to a lever valve. There was nothing more to report on the works to the fore court of the building, except that the Club would be installing a trellis to hide the bins and a disabled ramp at some point.

The clerk had received the engineers report via Cornford's regarding the plaque. The report was rather brief and did not state whether or not the engineer had seen the plaque and discussed its weight. It was proposed that the clerk should write to Cornford's and ask if they can confirm in writing what was discussed with the engineer and that he is aware of the weight of the plaque and its proposed positioning in the building.

8.2 Music Festival 12th -14th June 2015

It was hoped that the Festival would include: Friday night – a High Heels and Hampers style event with disco; Saturday – school fete with 'beach party' theme followed by live music in the evening (but no hog roast this year, possibly food vans instead); Sunday – combined churches event with silver band staying on afterwards to play and village picnic , followed by a Pet show.

The School had asked if they could include donkey rides at the school fete and it was proposed from the Chair that this was accepted by the council provided the donkey handler held public liability insurance for at least £5 million and that the donkey rides took place in a cordoned-off area only. Unanimous.

The Council were happy to consider paying the additional cost of the silver band staying on during the Sunday lunch time, however they needed to know how much this would be and how long the band would play for. It was suggested that this matter be revisited in January.

The Kindergarten were considering holding a Pet Show on the Sunday afternoon, but the PC insurers were insisting on seeing all Pet insurance certificates before hand, making the event potentially more difficult to administrate. It was suggested that the clerk ask the insurers if they could instead ask the pet owners to sign a disclaimer stating that the dog was there at the owner's risk. It was also suggested that all dogs would be kept on leads throughout the afternoon.

8.3 TWBC transfer of discretionary services - civic amenities vehicle

TWBC had confirmed that whilst they intended to maintain the amenities vehicle if possible, they must reduce their budget on this item to £16,000 in 2015/16. The cost of the vehicle's services at Horsmonden is £3000 per annum at present. The Borough Council will have a working party to look at how the service can be best achieved in the New Year, and wish to reduce the amount being sent to landfill at the same time. The future of the service will also depend upon how other parishes wish to proceed with this matter.

8.4 Tunbridge wells Citizens Advice Bureaux

The TW CAB had written to the Council explaining that it requires funding to continue its current level of services. The CAB provides a weekly mobile service in the village and statistics show that it assists parishioners from Horsmonden and Brenchley area. Whilst the Council do not advocate

donating to charities outside the village, they considered the CAB's application for funding as slightly different in nature, in that they bring a weekly service to the village which is used by parishioners and could assist those who have limited transport. In light of this it was proposed by Cllr Cheesman and seconded by Cllr Lawrence that £100 should be donated to the charity. Unanimous.

8.5 Ready Call – ideas for donation of funds

Ready Call had asked if the PC knew of any good causes in the village which they may wish to donate to as they had a small amount of surplus funds available. It was suggested that the planned youth shelter on the Village Green could be something they may wish to donate to.

8.6 Village Vision

Ken Tutt had suggested to Cllr March that it would be a good idea to provide a review of Village Vision in summer 2015 to let parishioners know what was being achieved and how they could assist. This should be delivered to each household. The clerk was trying to obtain a digital copy of Village vision for the website.

Cllr Lawrence asked what was happening with the Environmental group as he had volunteered to be on this but heard nothing since. Cllr March said that his may be because there was no one available to lead the group. Cllr Lawrence put himself forward to lead this group. Clerk to inform Cllr Lawrence of Mr Tutt's email address.

It was suggested by Cllr March that the Council should organise a litter pick, next year.

Speed watch was now up and running again as scheme run with volunteers from Brenchley, Matfield and Horsmonden.

8.7 Emergency Planning

The Emergency Planning group had been working hard to provide a draft plan and had been reviewing the draft and adding additional information where necessary. They had incorporated the information obtained from the Kent Resilience Planning meeting, which Cllr Davis had attended in November.

It was thought that they might have a revised draft available in the New Year, for circulation to the Council.

8.8 Parish news

Richard Barker had come back to the Council to say that the PCC wished to continue to fund the magazine as previously.

8.9 Computing for the elderly

Despite several attempts the clerk had not yet been able to arrange any more computer training with Future Vision PC. However Jeremy Waters, a local resident had offered his services at £20 per hour to provide computer training or an iPad course for up to 3 parishioners at once. Mr Waters is CRB checked and has provided training with KCC Libraries in the past.

It was proposed by Cllr Russell that the Council go ahead with a six week beginners iPad course for three parishioners at the cost of £120 (plus £7.75 each week to hire the hall). Seconded Cllr Hughes. Carried. It was noted that Cllr Stanton took no part in the discussion or vote in this subject , as Mr Waters is her partner.

8.10 Horsmonden Parish Council Complaints procedure

The clerk was drafting a complaints procedure as part of her studies for CiLCA and put this forward for the Council to consider for adoption as they did not have a published procedure at present. She was currently awaiting comment from the Monitoring Officer at TWBC on the draft and would report back to the Council once these were received so that they could discuss again next meeting.

9. CONSULTATIONS

9.1 KCC Highways and Transportation survey – Friday 19th December 2014

Cllr Davis offered to fill this in on behalf of the Council.

10. CORRESPONDENCE/UPDATES

10.1 Chairman's update (no decisions)

Cllr March informed the Council about TWBC plans to feed out more information on their scheme 'Weight for it' which helps parishioners to lose weight. She also reported on a new booklet provided by the Kent High Weald Partnership, which contained information on accessible parent and toddler walks in the area. It was thought that this could also be useful to less able parishioners. The Clerk would mention this in the next Parish News issue.

10.2 Meetings attended (updates and feedback from meetings attended and held by council members –no decisions)

Cllr Cheesman gave a detailed report on the Kent Association of Local Councils, Annual General Meeting which he had attended recently, on the Council's behalf. The message sent out from the meeting was that parishes had to try and help themselves where ever possible with issues such as flooding, as it was not possible for the authorities to make all the necessary changes for all areas. The cost of developing the A21 in Tunbridge wells was approximately £70 million to KCC, and that this was just one of 265 urgent infrastructure schemes in the area.

It was thought that the next project for infrastructure development could be the A21 to M26 area. Cllr Cheesman said that all the PC's present had shown a strong preference to see community buildings such as public houses retained for public use, rather than converted in to housing and other uses.

The meeting ended at 10.00pm