

MINUTES OF HORSMONDEN PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL at 7.30 P.M. ON MONDAY 7TH
MARCH 2016

Present: Cllr March (Chair)
Councillors Stevens, Russell, Isaacs, Stanton, Holloway, Hughes, Davis and Jenkinson.

In attendance: Lucy Noakes (Clerk)
1 member of the public.

Declarations of Interest:

Declarations of pecuniary and non-pecuniary interests in accordance with the Code of Conduct were invited.
None were declared.

1. APOLOGIES FOR ABSENCE

Cllr McDermott.

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.

Cllr Stevens had asked to speak in the public session about retrospective planning applications, as there was no planning on the agenda that evening. He wishes to make the point that TWBC planning should have a procedure for chasing retrospective applications which subsequently get withdrawn by the applicant, to ensure another application goes ahead, or that enforcement takes place. The Clerk had already emailed Jane Lynch at TWBC planning about this and was awaiting her response.

The Clerk read an email from Alex King (KCC) which let the Council know the following points:

- He would like to offer the PC £250.00 from his member fund as a contribution to HM the Queen's birthday celebration
- He strongly supports the PC in their concerns about the changed Gatwick flight paths.
- The Kent County Council budget had been agreed. Council Tax was set at 1.99% plus Social Care addition at 2%

3. MINUTES OF PREVIOUS MEETING

Agree the minutes of the Parish Council meeting held on 1st February 2016 and Planning Meeting 1st March 2016

The minutes for the meeting of 1st February had been circulated by the clerk beforehand. They were taken as read and proposed for acceptance by Cllr Russell, seconded by Cllr Isaacs, carried.

The minutes of the planning meeting of 1st March had been circulated prior to the meeting. They were taken as read and proposed for acceptance by Cllr Hughes, seconded Cllr Jenkinson, carried.

4. MATTERS ARISING (no decisions)

Conservation area map

The Clerk would chase Nigel Foster to see if this was ready yet.

Public Rights of way

The Clerk was still awaiting news on this.

Litter Picking – Clean for the Queen campaign

The litter pick was now all organised and would take place on 5th March.

Computer training.

Clerk had now put adverts up for the computer training.

Street Cruizer

The adverts for this are now up .

Trees on the village green.

Quaife Woodlands were now set to come and carry out the tree survey on 5th April.

Mr Tweddle may not be able to come and grind the stump before the new tree was planted. As the daffodils and crocus' are in full bloom, Cllrs considered that perhaps this should be left until later in the year as there was no hurry.

The tree planting was all arranged for 15th March. Clerk to put out cones for Deputy Mayor outside the social club.

Re- evaluation of parish owned buildings for insurance purposes

Tim Duncan from Lambert and Foster would re-value teh parish owned buildings on Thursday 17th March at 8.30am.Cllr Russell had agreed to meet with him and Cllr Hughes could be contacted if necessary.

Stay and play shed at Village hall

It had now been decided by members of the VH committee and KCC stay and play that teh store room at teh back of the VH would be a better option for storage than a shed located in teh grounds. KCC had agreed to pay for a new path to be laid form the Parish Office to the store at the rear of the hall. Cllr Russell would need to get a new key cut for the store room.

Cllr March proposed that item 7.7 be brought forward for discussion at this point. This was seconded by Cllr Stevens, unanimous.

7.7 Village Hall- Use of storage areas and alteration to external pathway as requested by Stay and Play (KCC)

It was proposed by Cllr Holloway and seconded by Cllr Stevens that KCC Stay and Play group be allowed to use the store room at the rear of the Village Hall for storage, instead of placing a shed on Village Hall grounds, in the understanding that KCC would arrange and pay for a path to be laid from the parish office door to the storage room at the rear of the hall. Unanimous. Cllr Russell to liaise with KCC about this.

5. PARISH COUNCIL FINANCE

5.1 Agree parish council accounts to 6th March 2016 and settlement of invoices for this period. Chair to reconcile accounts with bank statement to 31st January 2016.

The accounts up to 7th March were presented to the council, as follows, by the Clerk. These were proposed for acceptance by Cllr Russell, seconded Cllr Hughes and voted for unanimously.

Horsmonden Parish Council Accounts as at 1st February 2016

	Balances	
Current account b/fwd 01.02.2016	£ 56,624.28	
Deposit account b/fwd 01.02.2016	£ 60,004.37	
Interest received (Deposit Account)		

Item	Ref	Receipts	Payments
Mrs L D Noakes - Feb salary and petrol expenses	S/O		£ 919.54
HM Revenue and Customs - Tax and NI L Noakes	401678		£ 74.99
Mr C J Couchman - clock and play area	401680		£ 83.08
Viking payments- stationary	401681		£ 73.24

SSE Contracting - Street lighting maintenance - Feb	401682		£ 71.26
SHS toilet cleaning - February	401683		£ 187.20
Kent County Council _ legal fees January 2016	401684		£ 604.80
Kent County Council - Kent youth workers for bus	401685		£ 180.00
Action With Communities in Rural kent - 2016 subs	401686		£ 50.00
The Society of Local Council Clerks - annual subs	401687		£ 149.00
E.On - festive lighting string for VG	401688		£ 15.75
interest paid on current account		£ 2.62	
interest paid on current account		£ 2.18	
Current Account as at 06.03.16			£ 54,220.22
Deposit Account as at 06.03.16			£ 60,004.37
		TOTAL BANK:	£ 114,224.59

5.2 Quotations from Highways consultants on a traffic solution

The Clerk had received quotations from two companies for providing a traffic solution plan for the village. The third company DHS had declined to quote as they are involved in the Bassett's Farm planning application and felt this would be a conflict of interest. The quotation from MLM consulting was for a basic fee of £3500 net plus disbursements and any additional work would be charged at between £52 and £125 per hour depending on the level of technician involved.

The quotation from Peter Brett Associates LLP was for £4550 net but was slightly more comprehensive with additional works being charged between £45 and £249 per hour depending on the level of expertise required.

The Councillors considered that as this was such a costly project it should be taken to the APM for parishioners to decide if they wish to pursue this idea as drawing up a possible solution was only the beginnings of what would be a costly project. This was proposed by Cllr Hughes together with the suggestion that the PC make Alex King (KCC) aware of the costs involved and the investigations the PC wished to make. Seconded Cllr Stevens. Unanimous. In the meantime the clerk should email the two companies back and ask if they can hold their quotations for 90 days whilst the council considers this further.

5.3 Agree grant donation to sports ground for 2016/17

It was proposed by Cllr Davis and seconded by Cllr Hughes that £250 be granted to the Sports Club for use in maintenance of the sports ground. Unanimous. It was requested that the Sports Club let the Council know how the grant was to be spent.

During the discussion it was mentioned that there was a pile of debris in the NE corner of the sports field which looked like rubbish which had been removed from the pavilion when the refurbishment had taken place. Some of it was half burned. Councillors requested that the clerk ask the Sports Club to remove this debris as soon as possible.

It had been formally mentioned to the clerk that the Sports Club would like to hold Boot fairs on the grounds. The council members said that the club should formally approach the council on this matter, confirming that they would protect the playing areas and giving details of their plans for traffic management and parking, and grass protections etc as well as details of how often they wished to hold such events. Clerk to let the Sports Club know.

6. HIGHWAYS AND GROUNDS MAINTENANCE

6.1 Highways issues – footpaths, trees, roads, signs, verges, and markings (reflective posts in Yew Tree Green Rd, hole outside the sports ground.)

The following matters were raised for the clerk to report to Kent Highways services:

- Pot holes in Back Lane were becoming more prominent.
- Drainage issues in Gibbet Lane, Yew Tree Green Road junction, Hayman's Hill, Churn Lane.
- Name plate for Hayman's Hill has gone missing.
- Multiple pot holes from Grovehurst lane to Hayman's Hill pond –needs resurfacing /treatment.
- Bramble hedge sticks out into the road near new pond in Grovehurst Lane (Council members thought his may belong to Rod Fuller).

The Clerk had received communications from Mr Stock who had purchased Yew Tree Farm Barn. He was wondering if the council could support him in his request to KHS to have reflective posts positioned on the verge in Yew Tree Green Road. The council felt that the barn opposite is too close to the road to support reflective posts in the verge, as there is very little room for this. There could be room on the opposite side of the road, however the Council understood that reflective posts must be 18 inches back from the road on a verge. They requested that the clerk contact Mr Stock for a plan showing where he would propose putting the posts.

Mr King had also contacted the council to try and find out if they had positioned the cones on the Brenchley Road near the cross roads. The councillors requested that the clerk email Mr King back to advise that these cones did not belong to the Parish Council, however they did feel that at present the cones had the effect of alleviating the problem of people parking right next to the junction.

6.2 Street lighting

Nothing to report at present.

7. ADMINISTRATION

7.1 Village Celebration fund- agreement of way forward for organising group

Mrs Foster reported that the festival committee were content with the constitution and were awaiting the Parish Council's agreement so that they could adopt it. Cllr Russell noted two amendments which were needed to the constitution: on page 2 item 3.7.1 should say 'The member has been given...' and the numbering was also incorrect on this page. Cllr Holloway proposed acceptance of the constitution following the amendments above, seconded by Cllr Jenkinson. Unanimous.

Mrs Foster confirmed that the festival group had given notice to their members to confirm that they would adopt the constitution at their next meeting.

Arrangements for this year's festival were coming together and the clerk would be applying for a grant for £400 from TWBC and £250 from KCC members towards celebrating the Queens 90th birthday on the Sunday.

Cllr Russell proposed that the Parish Council send a formal letter to Mrs Foster confirming that the income generated over the last two years has been over £5000 per annum. Seconded Cllr Hughes, Unanimous. This was needed for the Charities commission, and in order to set up a bank account.

The Council and Mrs Foster had received copies of the accounts for the festival over the last two years and it was proposed from Cllr Stevens that the amount to be paid over to the Horsmonden Events Committee would be £8069.86 assuming no further payments for this year's festival needed to come out of this beforehand. Seconded Cllr Isaacs. Unanimous. Clerk to pay this once a bank account is set up.

It was confirmed that the festive lighting would be switched on for the Friday, Saturday and Sunday of the festival weekend. Clerk to organise UMS certificate with E.on. and UK power networks.

7.2 Air traffic - review membership of HWCAAG discuss Mr Stubbings recommendations

Cllrs Russell and March confirmed that they would be attending the HWCAAGS meeting on 8th March. It was noted that Gatwick would not be giving an official response to the review until 31st March 2016. The Council members discussed their membership position with HWCAAGS. It was noted that full member council's would need to take on a share in the work load as well as the costs associated with any legal work or letter writing. This cost was unknown for the future. Mr Stubbings had made the point that the HWCAAG philosophy was equal respite for all members. At present although Horsmonden is suffering some aviation noise, it was felt by members that this is minimal compared to that suffered by some other villages. Therefore if we were to take on an equal share in the respite this could leave the village worse off than it is at present.

Bearing in mind these discussions and the unknown response from Gatwick it was proposed by Cllr Russell that the decision on whether or not to become full members of the HWCAAG be postponed until after 31st March 2016 when the response to the review would be published and that the following question be put to the HWCAAG:

'Are the HWCAAG group proposing for the respite to affect those at 7000ft and above or only those under 7000ft in the easterly direction?' This was seconded by Cllr Jenkinson, unanimous. The clerk was to send this question through to Louise at Chiddingstone to be added to the agenda.

7.3 Emergency planning

It was suggested that the Emergency Planning Group should get together and discuss the offers of assistance and see how these could be added into the hierarchy of responders. They would then bring this back to the next full meeting.

7.4 William Lambert plaque

The Clerk was waiting for a response from TWBC planners and conservation architect.

7.5 Buses to Paddock wood (response received)

The Clerk read out the response from Kent County Council transport services explaining that the service to Paddock wood on Saturdays is limited because on this day the bus also has to serve other villages in the Weald and that it was not possible to add any further resources into the bus network in the present economic environment. Cllr Holloway to check that the 296 is on the timetable in Paddock Wood.

7.6 Public conveniences

Cllr Stevens had mentioned various types of urinal which the committee had tried at Kent County Showground, however the Council did not feel they needed to pursue any of these at present. Cllr Russell will continue to monitor the water usage and Cllrs to check on toilets if passing,

7.7 Village Hall- Use of storage areas and alteration to external pathway as requested by Stay and Play (KCC)

Dealt with earlier on in the meeting.

8. CORRESPONDENCE /CONSULTATIONS

8.1 DCLG – Consultation on implementation of Planning Changes closes 15th April 2016

<https://www.gov.uk/government/consultations/implementation-of-planning-changes-technical-consultation>

Cllrs decided that they should deal with this at the next meeting in order to give them more time to read the documentation.

8.2 TWBC – Consultation on the proposed modifications to the Site Allocations Development Plan Document to March 21st 2016 www.tunbridgewells.gov.uk/allocations.

Cllrs had no comments to make as there were no changes for Horsmonden.

8.3 Online petition to give Parish and Town council’s the right to appeal planning decisions to the Planning Inspectorate. Deadline 19th April 2016 [online petition to Parliament](#)

Cllrs decided to leave this until the next meeting as time was running short.

9. UPDATES (no decisions)

9.1 Chairman’s update

The Chair thanked everyone for coming to the litter picking on Saturday. A record number of bags were collected for Horsmonden.

Cllr Davis had been approached by the ranger from Sprivers asking if the PC would like to see his presentation for Sprivers at the Annual Parish Meeting. Clerk to contact Mark Musgrave and confirm that the Council would like to arrange this.

Cllr March to collect parish councillors nomination forms from TWBC on 9th March at 6pm.

The WI had asked if the clerk would like to join them on their first aid course on Friday 11th March in the social club at a cost of £25. It was considered that this was a good thing for the clerk to attend.

The Clerk mentioned that the finance committee would need to arrange a meeting to discuss future pension arrangements shortly.

9.2 Meetings attended (updates and feedback from meetings attended and held by council members)

None .

The meeting was closed at 10.20pm.