

MINUTES OF HORSMONDEN PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL at 7.30 P.M. ON MONDAY 7th APRIL 2014

Present: Cllr March (Chair)
Councillors Russell, Cheesman, Parker, Stevens, Isaacs, Davis, Hughes and Lawrence (arrived 10 minutes late)

In attendance: Lucy Noakes (Clerk)
4 members of the public

Declarations of Interest:

Declarations of pecuniary and non-pecuniary interests in accordance with the Code of Conduct were invited. Cllr Parker declared an interest in item 6.2 .1 as an adjacent land owner.

1. APOLOGIES FOR ABSENCE

Cllr McDermott (TWBC) - (attending another meeting)
Cllr King (KCC)

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).*

Mrs Stanton had contacted the Council following the flooding and power cuts to ask if the Council could consider assisting Heath Stores to draw up plans to enable them to keep their supplies in emergency situations. Cllr March thanked Mrs Stanton for raising the issue and explained to Mrs Stanton that the Council had already been looking at trying to set up a village wide emergency plan, which would incorporate the village shop, chemist, and doctor's surgery.

Cllr March proposed that item 8.4 on the agenda be brought forward for discussion and this was voted for unanimously.

It was proposed by the Chair that Cllrs Davis, Stevens, Russell and Lawrence form a committee to report back to the Council with regards to emergency planning and invite Mrs Stanton on to such a group to aid with planning if she was willing. Unanimous. It was suggested that the group contact Staplehurst Parish Council as it was believed that they had already formulated an emergency plan.

Mr. Bell had requested to speak in the public session to put across St Margaret Churches request to move the notice board on to the Village Green. The reasoning behind this was that in its current location it was not that visible and that the new owners of the Post office building would prefer not to have the notice board located on their ground.

Cllr March proposed from the Chair that item 8.7 of the agenda be brought forward for discussion. Unanimous.

It was brought to the Council's attention that if they allowed this notice board to be placed on the Green, then the Council could set a precedent and would be open to other requests from clubs and societies as well as the other churches in the village, to locate a board on the Green. The Church wanted to locate the board on the south side facing the shop if possible and it was commented that this side of the Green was already quite full with the Parish Council board, footpaths map, bus stop timetable and millennium plaque, already sited there. It was suggested that an alternative location on the Green might be on the western side opposite the chemist.

Cllr March suggested that the Church may have to consider sharing the board with the other village churches, i.e. the Methodist Church and Catholic church, as well as any other religious organizations located in the village, if the board is put on the Green, as the council is a non religious, non political organization and could not be seen to favour one religion over another.

The Clerk had ascertained from TWBC planning that planning permission would need to be sought in order to place the board on the Green , as it effectively was an advert located away from its premises.

It was suggested that Mr. Bell go back to the Parochial Church Council and ask about the possibility of sharing the board with other churches, and also ascertain the measurements of the board. Members of the Council would in the meantime meet on Saturday 12th at 9am take a look at the Green to consider suitable places to site another board. The clerk would add this item to the agenda for the May meeting.

Cllr Stevens also requested to speak in the public session regarding an idea which had been raised by the historical society regarding commemorating the 100 anniversary of the commencement of the first world war by putting up plaques around the village on the houses where the fallen had lived. It was suggested by Cllr March that the Historical Society pursue this matter if they wished and report back to the Council if they needed any assistance.

3. MINUTES OF PREVIOUS MEETING

Minutes of the Parish Council Meeting Monday 3rd March 2014 and Minutes of the Planning Committee Meeting 18th March 2014.

The minutes of the Parish Council meeting held on 3rd March 2014 were proposed for acceptance from the Chair, unanimous.

The minutes of the Planning meeting held on 18th March 2014 were proposed for acceptance from the Chair, unanimous.

4. Matters Arising

Institute Repairs

Dealt with under item 8.2

Stickers on Wheelie Bins

It was suggested that the stickers be extended on the Green bins only for present on the following roads: Church Meadow down to Hayman’s Hill – Stuart Davis; Orchard Way – Colin Russell; Yew Tree Green Road down to Club Row – Stuart Hughes

Conversion of old toilet in the Village Hall

The Clerk has now sent a letter to SAI Construction asking them to carry out this work as soon as possible.

Location of William Lambert Plaque

Cllr Davis has now made a mock up of the plaque. To be considered on Saturday 12th with Church Board.

Dog Fouling

The Clerk has asked for more stickers from TWBC, but has not yet received them.

Conservation area map

Stuart Davis had now received two possible mock ups for the consideration area map. The council will consider which they wish to pursue at the next meeting.

5. PLANNING

5.1 Applications:

Planning Application No:	TW/1400670/LBC
Proposal:	Listed Building Consent: Remove a small section of internal wall in the kitchen to gain more light
Location:	Bushes Farm House, Churn Lane, Horsmonden
Recommendation:	Approval
Proposed:	Cllr Parker, seconded Cllr Lawrence, carried
Comments:	Subject to Conservation architects views and acceptance. Suitable enhancement

Planning Application No:	TW/14/00777/HOUSE
Proposal:	Two storey front/side extension with single storey rear/side extension.

	Increase in size of rear dormer windows
Location:	Moor Bank Goudhurst Road Horsmonden Tonbridge Kent
Recommendation:	Approval
Proposed:	Cllr Davis seconded Cllr Hughes unanimous.
Comments:	Suitable extension.

5.2. Re-consultation on TW/13/03137/FUL/NR2 – Lewes Heath House (Land adjacent) Change of use of field from agricultural to equestrian (use commenced).
The revised application is now considered a major application by TWBC. The PC had no further comments to make on this application.

5.3 Report of Permissions Granted and Refused/Appeals lodged

Applications Granted.

TW/14/00131/LBC - Rectory Park Rectory Park Road Horsmonden Tonbridge
 TW/14/00306/HOUSE - 15 Oliver’s Court Horsmonden Tonbridge Kent
 TW/14/00475/HOUSE - Orchard Lodge Spelmonden Road Horsmonden Tonbridge

Applications refused

TW/14/00265/HOUSE - Bassett’s Oast Maidstone Road Horsmonden Tonbridge

Applications withdrawn

TW/14/00251/FULL - Nevergood Yard Brick Kiln Lane Horsmonden Tonbridge

Appeals Lodged

TW/13/03859/HOUSE/CP3 – Ash Oast, School House Lane, Horsmonden, Tonbridge.

5.4 Other Planning matters.

The Highwayman -TW/13/01743 – Planning Appeal

The matter was discussed and it was proposed from the Chair that the Clerk should send a letter to the Planning Inspectorate outlining the following:

‘The Parish council was approached by three people for mixed use of the building. We understand that these people contacted the agent at the time, but limited marketing resulted in the potential parties not being able to follow this up’, as well as stating the earlier comments made by the council. Unanimous.

Cockerel

Cllr March had received a complaint about a cockerel which was disturbing residents in Orchard View off Furnace Lane. Environmental Protection at TWBC are now looking onto this matter.

6. PARISH COUNCIL FINANCE

6.1 Parish Council Accounts to 31st March 2014

The Clerk presented the accounts up to 31st March 2014 to those present. It was proposed by Cllr Stevens and seconded by Cllr Lawrence that these be accepted as a true representation of the Council’s finances, as shown below. Unanimous.

The Chair checked, agreed and signed the balance presented by the clerk, against the balance shown in the latest Bank statement.

Horsmonden Parish Council Accounts as at 31st March 2014

	Balances
Current account b/fwd 02.03.2014	£ 1,301.08
Deposit account b/fwd 02.03.2014	£ 88,841.25
Interest received (Deposit Account)	_____

Item	Ref	Receipts	Payments

AJ Emery - plumbing	401373		£ 65.00
Cornfords Builders - payment under certificate 2	401374		£ 7,672.20
BT telephone charges	D/D		£ 147.54
Mrs L.D. Noakes salary plus overtime	S/O		£ 1,085.77
EDF Energy - supply public conveniences	D/D		£ 174.49
EDF Energy - supply village Green	D/D		£ 35.67
HM Revenue and Customs NI and Tax L Noakes	401375		£ 249.36
Mrs L Noakes - refund of padlock for toilets	401376		£ 5.99
Mr C J Couchman - play area and clock	401377		£ 80.48
Mr S Jones - Scavenging March	401378		£ 61.52
Street lighting maintenance Feb 2014	401379		£ 71.26
Street lighting maintenance March 2014	410380		£ 71.26
PV Environmental Surveys asbestos survey - VH	410381		£ 420.00
Mr S Speirs - refund for hosting of website costs	410382		£ 71.76
Horsmonden Village Hall -hire for computer training	410383		£ 46.50
Horsmonden Village Hall - hire for PC meetings	410384		£ 528.00
E.ON - electricity costs for festive lights	410385		£ 7.62
Southern Water - 30.05.13-11.12.2013	410386		£ 127.52
Dukes Contractors Ltd - grounds maintenance	410387		£ 3,726.91
Mrs L Noakes - refund of flowers and gift	410388		£ 8.95
Interest on Current account		£ 0.90	
Refund of electricity costs - farmers market		£ 63.00	

Current Account as at 31.03.14 £ 1,707.18
Deposit Account as at 31.03.14 £ 73,841.25

TOTAL BANK: £ 75,548.43

6.2 Quotations for new water pipes for Institute Building

The Clerk has now had Water Link (a subsidiary of SE Water) in to look at the pipe work from the Maidstone Road to the Institute Building. After testing the flow rate and pressure of the water at various points the man suggested that the flow to the stop cock outside the building ought to be sufficient and that there was a restriction within the building. It was suggested that as a first point, the stop cock in the snooker room should be replaced with a lever valve. Any other internal stop cocks should also be replaced with lever valves as these can apparently restrict the flow. It was proposed from the Chair that this course of action be followed and that Cllr Isaacs and the Clerk liaise to get a suitable plumber to do the job. Unanimous.

6.3 Quotation for new Parish Council computer equipment and setting up

The Clerk had spoken to Mr Sexon about the problems she was experiencing with the Laptop. Mr Sexon had suggested a new laptop for the Council at an estimated cost of £499.99 for the Lenovo G510 laptop. He also suggested a new back up disc (around £60) and offered the service of transfer of information from old computer to new computer at a total estimated cost of approximately £85.00. It was proposed from the Chair that the clerk be allowed to order the new equipment and get Mr Sexon to set it all up at a total cost of £715. Unanimous.

7. HIGHWAYS AND GROUNDS MAINTENANCE

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

The following items were mentioned to be reported to Highways:

Water at end of Yew Tree green Lane still there. This is coming from Rams Hill Pond – report again
Water still accumulating at end of Grovehurst Lane.

Edge of road is breaking away opposite the fisheries in Churn Lane. Edge of road needs reinforcement.

In Grovehurst Lane near the Letterbox there is a large puddle /rut which has developed by lorries turning. It needs filling and plastic posts put in to stop it redeveloping.

The Lamberhurst Road sign on the crossroads has again been knocked and bent.

Cllr March has asked Cllr King to have the white lines restored on the crossroads at the Lamberhurst Road
The stop sign here also needs re-siting , as it keeps being hit.

It was requested that the Clerk contact Mr Dicketts to ask if the Village Vision Highways group meetings could be held later in the day, as Cllr Stevens was keen to attend but couldn't do so during working hours. It was also requested that the Clerk ask Mr Dicketts and the traffic group to investigate the possibility of asking the owners of the field prior to Sprivers, if a footpath could be made within the field boundary, alongside the Brenchley Road, as there was not the space on the roadside.

8. ADMINISTRATION

8.1 Redrafting of Clerks contract of employment, (increasing standard working hours to 15 per week)

The Clerk and Cllr Russell had been redrafting the Clerk's contract of employment based on the increase to 15 hours per week, as suggested by the Finance Committee in their meeting in December.

Cllr Russell pointed out that the new contract provided an incremental increase in salary for the clerk when she achieves the CiLCA or similar qualification. It was suggested that Cllr Russell should seek clarification on the treatment of bank holidays under the Clerk's new contract, as this was not clear.

Cllr Russell proposed acceptance of the new contract based on the above, seconded Cllr Stevens, unanimous.

8.2 New Standing Orders and Financial Regulations

The Finance group had gathered to go through and update the Parish Council's Standing Orders and Financial Regulations. The new drafts had been copied and sent to all Councillors to comment on and read prior to the meeting. It was proposed by Cllr Stevens and seconded by Cllr Hughes that the Standing Orders and Financial orders be accepted as they had been amended by the group. Unanimous.

8.3 Village Vision

Mr May and Mr Tutt are trying to get all Village Vision groups together, except for the communications and business groups which already meet.

Cllr Hughes reported that he had now made sure that all Parish Council meetings were in the village diary.

The next Business group meeting was to be held on 23rd April.

8.4 Emergency planning

This subject had been discussed earlier in the meeting under Public session.

8.5 Event on the Village Green - Clubs information day 31st May 2014 (hosted by Parish Council with PC stall at event).

It was noticed by Cllr Parker that this was the bank holiday weekend, and that the audience may therefore be limited. Cllr Hughes had offered to represent the PC on this group and would take this back to the committee. The next meeting was to be on Thursday 10th April at 6pm.

8.6 Summer festival -13TH to 15TH June 2014

The committee had outlined the events to take place as follows: Friday morning farmers market and evening – High Heels and Hampers event in the Marquee, Saturday afternoon, school fete followed by the music Festival. Sunday, the Church events followed by 5pm clean up.

8.7 Location of church notice board- (can it be moved to Village Green)

Dealt with in the Public session.

8.8 Public Conveniences

The Clerk had received communications to say that hopefully the toilets could reopen on 25th April; subject to Mr Bell inspecting them on the Council's behalf. It was suggested that the old sign was out of date and a new one was required. Cllr Russell agreed to look into a new sign saying 'Horsmonden Village Toilets', and bring this to the next planning meeting.

9. CORRESPONDENCE/UPDATES

9.1 Chairman's update (no decisions)

The Chair and clerk had received details of grants available for those affected by the flooding. Clerk to pass this to all those which she is aware of, plus Chris and Dave Turnbull, at Club Row, Maidstone Road. The Chair reported that TWBC would again be reviewing the Amenities vehicle. There were to be forums held to assist Home Based Businesses. Details of these had been placed on the PC notice board.

9.2 Meetings attended (updates and feedback from meetings attended and held by council members –no decisions). Already dealt with.

9.3 Consultation on new bus pass for 11-16 year-olds - runs until 24th March 2014

<http://consultations.kent.gov.uk/consult.ti/TravelPass/consultationHome>.

It was too late for comments for this consultation

The meeting ended at 10.18pm