

**MINUTES OF HORSMONDEN PARISH COUNCIL MEETING**  
**HELD IN THE VILLAGE HALL at 7.30 P.M. ON MONDAY 6<sup>TH</sup> JULY**  
**2015**

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

**In attendance:** Lucy Noakes (Clerk)  
No members of the public.

**Declarations of Interest:**

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

**1. APOLOGIES FOR ABSENCE**

None

**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 Annual Parish Council Meeting on 8<sup>th</sup> June 2015 and Planning Meeting 17<sup>th</sup> June 2015.**

The minutes of the meeting of 8<sup>th</sup> June were proposed for acceptance as read by the Chair and voted for unanimously. The minutes for the planning meeting of 17<sup>th</sup> June were proposed for acceptance by the Chair and the vote was carried.

**4. MATTERS ARISING. (No decisions taken)**

**Water bills**

*Cllr Russell* said he was happy to continue monitoring the meter once a month.

**Conservation Area Map**

*Cllr Davis* reported that he had spoken with Mark Stevenson at TWBC regarding this matter and hoped that it was nearing completion soon.

**Buses to Paddockwood.**

Nothing more to report at present.

**Public Rights of Way**

The *Clerk* was still waiting to hear back from KCC on this matter

**The Institute**

*Cllr Isaacs* would write a specification based on the engineers report, which the clerk could use to send out tender requests.

*Cllr Stevens* would continue to liaise with Pam Pemberton about the clock tower lighting.

Alternative quotes would also have to be considered. Clerk to email Pam and ask her if she could also quote for a swan neck lantern( LED) above the Institute front door, which could take the place of the large square, light which is there at present.

**Street Cruiser**

Ask Heath stores if they could advertise this in their monthly news letter. Signs to be put in Chemist, Heath stores and notice boards. Leaflets to be handed out.

### Christmas Lighting

The council would not be pursuing the lighting of the Horse Chestnut tree at present, as the quotes were too expensive. *Cllr Davis* to purchase another 100m set of lights for the green.

### Love Where we Live Awards.

*Clerk* to enter the nominations before the closing date at end of July.

### New street light on Village Green

*The Clerk* had now ordered the new street light.

## 5. PLANNING

Planning Application No:	TW/15/504414/FULL
Proposal:	<b>Removal of small extension, to be replaced with a larger single storey extension on the west elevation.</b>
Location:	Broadford House Goudhurst Road Horsmonden Tonbridge Kent TN12 8EU
Recommendation:	Refusal
Proposed:	Cllr Davis, seconded Cllr Hughes.Unanimous.
Comments:	Recommended refusal. The development is not in sympathy with and is not in proportion to the existing building.
Planning Application No:	TW/15/504426/LBC
Proposal:	<b>Removal of small extension, to be replaced with a larger single storey extension on the west elevation.</b>
Location:	Broadford House Goudhurst Road Horsmonden Tonbridge Kent TN12 8EU
Recommendation:	Refusal
Proposed:	Cllr Hughes, seconded Cllr Davis.Unanimous
Comments:	Refusal. The parish council concurs with the report from Historic England and recommends refusal on these grounds.
Planning Application No:	TW/14/506572/FULL
Proposal:	<b>Restoration and conversion of Grade 2* Listed farmhouse into two dwellings. Conversion and replacement of redundant agricultural buildings into 2 commercial units, 3 holiday lets and 9 dwellings, with a renewable heat source facility, parking lodge and stores. Resurfacing of driftway and provision of new access. Enhancement of habitats for protected species, including landscaping and ecological mitigation.</b>
Location:	Spelmonden Farm Spelmonden Road Goudhurst Cranbrook Kent TN17 1HE
Recommendation:	Approval
Proposed:	Cllr Hughes, econded Cllr Russell. Unanimous
Comments:	Approval. Acceptable amendments in respect of an application for which the Parish Council has already recommended approval.
Planning Application No:	TW/ 14/506576/LBC
Proposal:	<b>Restoration and conversion of Grade 2* Listed farmhouse into two dwellings. Conversion and replacement of redundant agricultural buildings into 2 commercial units, 3 holiday lets and 9 dwellings, with a renewable heat source facility, parking lodge and stores. Use of land as a seasonal camping facility. Resurfacing of driftway and</b>

	<b>provision of new access. Enhancement of habitats for protected species, including planting of a woodland copse, landscaping and ecological mitigation.</b>
Location:	Spelmonden Farm Spelmonden Road Goudhurst Cranbrook Kent TN17 1HE
Recommendation:	Refusal
Proposed:	Cllr Davis, seconded Cllr Stevens.Unanimous.
Comments:	Refusal on the grounds that the listed building development is not consistent with TW/15/506572 - amended details. 1) the use of land for seasonal camping facility 2) the woodland copse, are still included.
Planning Application No:	TW/15/504832/FULL
Proposal:	<b>New porch, internal layout change and window repair to the main house, renovation of the roof and internal works to make the stables habitable and other minor works.</b>
Location:	Dolphin House Goudhurst Road Horsmonden Tonbridge Kent TN12 8JU
Recommendation:	Approval
Proposed:	Cllr Stanton, seconded Cllr Isaacs. Unanimous..
Comments:	Approval based on the improvement to the existing building.

Planning Application No:	TW15/504835/LBC
Proposal:	<b>Listed Building Consent for new porch, internal layout change and window repair to the main house, renovation of the roof and internal works to make the stables habitable and other minor works.</b>
Location:	Dolphin House Goudhurst Road Horsmonden Tonbridge Kent TN12 8JU
Recommendation:	Approval
Proposed:	Cllr Stevens, seconded Cllr Russell. Unanimous.
Comments:	Approval subject to the conservation architects agreement with the applications details.

## 5.2 Report of Permissions Granted and Refused

None.

## 5.3 Other Planning matters can be raised, but no decisions.

It was reported that there had been a new pond dug at Bassett's Farm, Maidstone Road, near to the Oast House. Clerk to ascertain if this has received planning permission.

Cllr Russell said that the Village Hall had been booked for a planning exhibition on 29<sup>th</sup> July 2015 from 11am until 9pm, although he was not aware which application this was with regards to at present.

## 6. **PARISH COUNCIL FINANCE**

### 6.1 Parish Council Accounts to 5th July 2015

The Clerk presented the accounts including cheques drawn, up to 7th July, as shown below, to those present. Cllr March proposed acceptance from the chair Unanimous.

**Horsmonden Parish Council Accounts as at 5th July 2015**

Current account b/fwd 08.06.2015  
 Deposit account b/fwd 08.06.2015  
 Interest received (Deposit Account)

**Balances**  
 £ 52,920.11  
 £ 60,004.37

Item	Ref	Receipts	Payments
EDF energy - VG electricity box	D/D		£ 36.00
EDF energy - Public conveniences	D/D		£ 152.00
BT Parish Office telephone and Broadband	D/D		£ 150.66
Mrs L Noakes - June salary plus overtime	S/O		£ 1,065.96
Mrs J March - refund for laminating pouches	401630		£ 20.00
Mr J Waters - payment for Ipad courses	401631		£ 100.00
Frederick Nevison - DJ for festival	401632		£ 162.50
Kent County Council - legal fees May	401633		£ 205.20
Gillet & Johnston - Croydon Ltd _ clock	401634		£ 318.00
Gillet & Johnston - Croydon Ltd _ clock	401635		£ 180.00
South East Water - supply for toilets	401636		£ 318.19
Horsmonden Village Hall - hire for iPad course	401637		£ 38.75
National Casinos - festival entertainment	401638		£ 760.00
C&M Security - for festival	401639		£ 504.00
East Peckham silver band - entertainment festival	401640		£ 350.00
The Marketing Solution - Banners festival	401641		£ 477.60
EJP Fire protection - Institute half yearly check	401642		£ 241.20
Jubilee Hire - tables and chairs for festival	401643		£ 1,123.20
Specialist Hygiene services- June cleaning	401644		£ 187.20
HM Revenue and Customs - Tax and NI L Noakes	401645		£ 193.57
Mr C J Couchman - clock and play area -June	401646		£ 83.08
SSE Contracting Ltd June street lighting	401647		£ 71.26
E.ON UK Plc - supply street lighting 1.4-30.06	401648		£ 835.78
Cheque payments for casino night - music festival		£ 30.00	
Partial takings for Music festival		£ 2,030.00	
Payment for festival Banner -Ready call		£ 35.00	
Payment for festival Banner -Gateway taxis		£ 55.00	
Payment for festival Banners - Physio and Jones		£ 110.00	
Payment for festival Banner - Firefly Properties			
HMRC VAT reclaim for 2014-2015		£ 8,004.39	
Payment for festival Banner - Foster & Cornford's		£ 110.00	
interest paid on current account		£ 5.34	

Current Account as at 05.07.15  
 Deposit Account as at 05.07.15

£ 55,725.69  
 £

**TOTAL BANK: £ 115,730.06**

## **7. HIGHWAYS AND GROUNDS MAINTENANCE**

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

The following highways matters were reported at the meeting:

- Ask Jonathan Bibby (footpaths officer ) to look at the stile off the Maidstone Road opposite church Meadow. It was suggested that the stile could be replaced with a kissing gate or similar.
- The Clerk reported that Dukes had now obtained a soil sample and she would report on this next time. Dukes would try and obtain a quote for adding the necessary minerals, together with a timescale.
- The hedge at the cut through to the Green from Back lane, needed cutting urgently Clerk to write to Mrs Verrell who owns the hedge.
- The hedge at the house next to Ron Berry’s old house needed to be cut back off the kerbside and beyond the marker post.
- Clerk should write to Mr Kellas again and ask if the hedge at Freestons could be cut back behind the marker post
- The hedge at Rosebank, Maidstone Road also needed cutting back – clerk to write.

The Clerk said that Dukes were going to get some quotes for putting the needed nutrients on the Green , following the soil sample, as it had shown a lack in some nutrients.

Cllr Davis said that KCC Highways had now published their survey results and that this stated that most people were reasonably happy with most of the things that highways do. Most parishes had agreed during the survey that the biggest problem areas were potholes and drainage gullies on country lanes.

The Clerk had been liaising with UK Power networks and SEC regarding the installation of the new street light on the Green. In order to allow SEC to connect the light as well as install it, it would be necessary to appoint them as the ICP ( independent connection provider) for eh parish Council. It was proposed by Cllr Davis and seconded by Cllr Russell that the clerk be authorised to appoint SEC as the ICP until the council decided otherwise. Unanimous. This would allow continuity in the task.

Cllr Davis had received a phone call from Greg Clarke’s secretary Rachel Godfrey, as there had been some complaints about Highways which she was investigating. Rachel had asked if there would be any benefit to Greg joining the traffic group. It was suggested that the Highways group keep Greg informed and continue to communicate with KHS direct about the problems encountered by traffic in the village. Cllr Davis suggested that the complainant may wish to join the traffic group.

### **7.2 Provision of dog bag dispenser on village green**

The Clerk had obtained some quotations for bag dispensers to go on the village green. However it was noted that some other parishes had experienced problems with bag dispensers as the bags sometimes get strewn around. Also the dispensers would need to be refilled with the proper bag regularly, as a further cost.

The Council decided not to pursue this at present, but instead to look at the possibility of holding a ‘Bag and Flag day’. Clerk to find out details from TWBC.

## **8. ADMINISTRATION**

### **8.1 The Institute –plans for the front of the building, engineers report for plaque.**

Clerk to ask Chris Reed if the club would like to see an old fashioned swan neck style light (LED ) above the front door instead of the current lighting. The PC would pay for this.

The Clerk had received a quotation to put down some tarmac between the new front way and the road as there is a dip here which gathers water. Unfortunately it was considered that the quote was rather expensive, therefore Clerk to obtain a further quote from Dukes. It was agreed that the works to the tarmac should go ahead as it would enhance the use of the institute building. Proposed Cllr Hughes seconded Cllr Isaacs. Unanimous.

### **8.2 Village Vision - including quotations for Shelters and positioning of shelter.**

The Clerk had been in contact with Mr Walsh, the KCC Youth worker. He had offered to be present on the Cruiser bus with one other youth worker for all four sessions when the bus visits Horsmonden, at a cost of £30 per session, the benefits being that he and his colleague are trained youth workers, whereas Sophie and the bus drivers are not specially trained in this field. It was proposed from the Chair that the council go ahead with this for all four sessions unanimous.

Mr. Walsh will ask the youth's present on the bus where they think the shelter on the green should be located to gauge their opinion, whilst informing them that the shelter has multiple uses and will be positioned where best for all uses. Mr. Walsh will feed back his findings to the PC.

It was proposed by Cllr Stevens and seconded by Cllr Isaacs that the council go ahead and order the hexagonal Emperor shelter with concrete base provided by Safe and Sound playgrounds for a net sum of £9598. Unanimous.

The Parish Council had already received a kind donation of £2000 towards this from a parishioner and the offer of a grant for £4000 from Alex King's member's fund.

### **8.3 Parking around Green Road and outside the Institute Building**

It had been suggested to the council that maybe part of the green at the top end could be used for parking, to alleviate the problems with parking in this area. This would possibly entail the positioning of the posts being altered and mesh inlay on the grass to stop grass erosion.

Clerk to investigate the Council's own byelaws to see if this is possible and also ask the opinion of the Conservation Officer, before further discussion next month.

### **8.4 Emergency Planning – using the Village Hall as a Welfare Centre**

The Council are shortly to circulate their letter about the Emergency plan to the public.

The Clerk had received a letter from TWBC about using the Village hall as an emergency centre. It was felt that the contract would need to be a much more in-depth document with specified terms and conditions before the Village hall committee and Parish Council would be happy to allow this. It was however expected that the Village Hall would be used in Horsmonden's own emergency plan as the shelter for local people in the event in emergencies. Clerk to go back to TWBC about this.

### **8.5 Feedback from Music festival 2015 and Festival 2016**

A short feedback discussion had taken place regarding the possibility of setting up the music festival group as their own entity with their own events insurance for next time onwards.

General feedback from this year's event was very positive.

The dates being looked at for next year were 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> June 2016.

### **8.6 Formation of an interview group to recommend the co-option of two new Parish Councillors following interview.**

The Clerk had received quite a lot of interest in the two vacancies and the application period was open until 17<sup>th</sup> July 2015. It was proposed by Cllr Stevens that a small interview group be formed by Cllr March, Cllr Russell and Cllr Davis. This was seconded by Cllr Stanton and voted for unanimously.

**8.7 Parish map in Village Hall**

The Clerk had received some contact asking what could be done with the old map which was being stored at the rear of the stage. After some discussion, it was suggested that it be screwed to the wall at the back of the stage. Cllr Isaacs offered to carry out this task.

**9. CONSULTATIONS**

**9.1 Consultation on KCC's Drainage and Local Flood Risk Policy Statement –**

[http://consultations.kent.gov.uk/consult.ti/DLFR\\_PolicyStatement](http://consultations.kent.gov.uk/consult.ti/DLFR_PolicyStatement) - ends 24th July.

Cllr March proposed that the council should report back that this was a well considered document and that the council supports the policy set out in the statement. Unanimous.

**9.2 Consultation on the Urban Design Framework Supplementary Planning Document**

[http://consult.tunbridgewells.gov.uk/portal/planning\\_information/spp/spds/udf/udf](http://consult.tunbridgewells.gov.uk/portal/planning_information/spp/spds/udf/udf) - comments by 13th July.

Cllr March proposed that the Council report back that this is mainly a town centric document, not directly relating to HPC. Unanimous.

**10. CORRESPONDENCE/UPDATES**

**10.1 Chairman's update (no decisions)**

Cllr March explained that there was to be a Parish Enabling Reserve of £15,000 set up to aid parishes to carry out certain tasks.

Cllr March reported that there was to be a Traveller Protocol from TWBC which would protect against unauthorised encampments and provide for a good neighbour code. Copies of this would be available shortly.

There was no more news to report on the civic amenities vehicle at present.

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

Cllr March and Hughes had attended a Horsefair meeting. There were to be some resources available for policing but less in future years. There were to be no KCC wardens present and no traffic help with time Cllr March had requested that the Parish Council should receive the insurance documentation as soon as possible this year, as it was usually v late arriving.

Dawn Gabriel was once again liaison officer dealing with this at TWBC. Cllr March mentioned that the PC booking form asks for the organisers to make parking provision and in the past they have paid to have Crouches field available. However this does not get well used and has not been v useful in previous years.

This request for parking on the booking form was a requirement for all evens booked on the green, so it was not considered that it could be removed for this one event.

**The meeting ended at 10.50pm**