

**MINUTES OF HORSMONDEN PARISH COUNCIL MEETING**  
**HELD IN THE VILLAGE HALL at 7.30 P.M. ON MONDAY 3<sup>RD</sup> JUNE 2013**

**Present:** Cllr March (Chair)  
Councillors Davis, Stevens, Cheesman, Reed, Russell and Lawrence.  
(Cllr Lawrence arrived 5minutes into the meeting).

**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 Kerrigan (away)  
Cllr King - KCC (another meeting)  
Cllr McDermott (another meeting)  
Cllr Parker (Work related)

**2. PUBLIC SESSION**

Mr Newton had asked if he could speak about a safety issue in Gibbett Lane. He had concerns about the safety of children in Gibbett Lane as there is a footpath which exits straight out on to Gibbett Lane from the new development and he has seen children run out from the path straight into the road. He suggested that the PC wrote to KHS to see if they were able to erect a barrier baffle at the end of the footpath so that pedestrians were forced to stop before going out on to the road.

Mr Newton said he also had a concern about the children who played regularly on the grassy triangle just prior to the entrance to Willard's Place on Gibbett Lane, as they seem to like hiding in the bushes there and then jumping out into the road. He is worried that with the speed which vehicles drive along this road, someone will be badly hurt.

The PC thanked Mr Newton for drawing these matters to their attention and Cllr March said these matters would be discussed under the Highways section of the meeting point 7.1.

PCSO Carey also wished to address the Council to let them know about the Speedwatch meeting which she had organised for 20<sup>th</sup> June for 7pm at Brenchley Sports Bar. Cllr March said that she would be attending this meeting and that the Council were waiting to hear from Mr Dicketts, the Speedwatch coordinator, as to whether he could make it or not. Cllr March suggested that the Clerk pass on a list of costs for servicing and original purchase of the Speedwatch equipment to Brenchley PC prior to the meeting.

PCSO Carey went on to say that looking back at crime in the area over the last 3 months, most of the local crime was shed break-ins or metal thefts.

PCSO Carey announced that she would be moving on from her position as PCSO to Horsmonden at the end of June and that there would be a new PCSO with immediate effect. She would try to introduce the new PCSO prior to her departure. Cllr March wished PCSO Carey well in her future career move and thanked her for all her assistance over the past few years.

**3. MINUTES OF PREVIOUS MEETING**

**Minutes of the Annual Parish Council Meeting Monday 13<sup>th</sup> May 2013**

The minutes of the Annual Parish Council Meeting held on 13<sup>th</sup> May 2013 were presented to the meeting and taken as read. It was proposed by Cllr Stevens that these be accepted, seconded Cllr Davis, unanimous.

#### 4. **Matters Arising**

**Computers in the Institute** –Cllr Reed notified the council that she had decided to cancel the meeting with the Social Club members as a number of issues had become apparent, regarding this project. One issue was how the PC would ensure the filtering of the content of those web sites viewed; as if they were going to allow all members of the public to access the router, without filtering, children and youngsters could potentially access inappropriate materials. She had approached Call Flow to see if they could provide an filtering, but they did not seem to offer this service, however she was aware that some other internet providers such as BT may offer this as standard. It was suggested that the Council should enquire how TWBC protect their users and also find out, perhaps through KALC, what obligations the Council have in this respect.

Cllr Reed asked the Council to clarify whether the remit of this project was to provide internet for anyone who wished to use it , or predominantly to allow a service so that tuition could be provided for those over 55. The view of the Council members was that the original idea of the project was to provide tuition on the internet for over 55's and that Cllr Reed and Kerrigan should focus on this remit predominantly. Cllr March went on to suggest that other services could perhaps be added at a later date, once the initial service for tuition was up and running and other issues were sorted out.

Cllr Reed also said that she had been in contact with a few charities to see if they might be able to provide tuition for the over 55's in this location. Age UK had said that they may be able to assist with this. Cllr Reed to continue to liaise.

**First Registration of Village Green** – the discussion was deferred to point 8.4. for a discussion

**Community Gardening Scheme** – Cllr Parker will order the yellow crocus bulbs once the council has collected any donations towards this.

**Conservation Area Map** - Cllr Davis to pursue with Mark Stevens at TWBC.

**Christmas lights** – Cllr Davis had met with Ed Bates to discuss and Mr Bates had provided some ideas and information, which was very useful. Cllr's Davis and Stevens to pursue and come up with some proposals for next meeting's agenda based on a budget of £2000.

#### 5. **PLANNING**

Planning Application No:	TW/13/00838/FUL/RH1
Proposal:	Retrospective- pent roof pole barn for horticultural/agricultural use, track way and steel container.
Location:	Part OS Plots 7900& 7741 Upper Hayman's Farm, Hayman's Hill, Horsmonden.
Recommendation:	Approval
Proposed:	Cllr Stevens, seconded Cllr Lawrence, Unanimous.
Comments:	Suitable building, enabling the owner to manage their land.

Planning Application No:	TW/13/01320/HOUSE/CP3
Proposal:	Removal of condition4 of TW/13/00560 glazed link to provide annex with direct access to garage and heating/hot water boiler servicing the annexe – the garage shall be kept available at all times for vehicle parking
Location:	Ash Oast, School House Lane, Horsmonden
Recommendation:	Refusal.
Proposed:	Cllr Lawrence, seconded Cllr Stevens, unanimous
Comments:	The condition has been placed on this property and the Parish Council can see no reason why the condition should be removed based on the argument put forward by the proposer.

Planning Application No:	TW/13/01280/HOUSE/HW1
Proposal:	Single storey side and rear extension
Location:	Westernhanger bungalow, Maidstone Road, Horsmonden

Recommendation:	Approval
Proposed:	Cllr Davis, seconded Cllr Russell, unanimous.
Comments:	Suitable development

Planning Application No:	TW/13/01208/FUL/NR2
Proposal:	Demolition of hop picking machinery building, lean-to and outbuildings; construction of replacement hop picking machinery building
Location:	Hayle Farm, Hop Picking Shed, Marle Place Road, Horsmonden
Recommendation:	Approval
Proposed:	Cllr Reed, seconded Cllr Lawrence, unanimous.
Comments:	Suitable building for the purpose proposed and an acceptable size not increasing the footprint.

## 5.2 **Report of Permissions Granted and Refused/Appeals lodged.**

### **Applications Granted**

TW/13/00832/FUL – Pitlands Bungalow, Churn Lane.

TW/13/00887/FUL – Spelmonden Farm, Spelmonden Road.

TW/13/00793/TPO – Church Farm House, Brick Kiln Lane

TW/13/00615/HOUSE – Heathleigh House, Maidstone Road

TW/13/00771/HOUSE – Gate House, Lamberhurst Road

TW/13/00773/LBC - Gate House, Lamberhurst Road

TW/13/00256/LBC – Rectory Park, Rectory Park Road (full application still pending a decision).

## 6. **PARISH COUNCIL FINANCE**

### 6.1 **Parish Council Accounts to 2<sup>nd</sup> June 2013**

The Clerk presented the accounts up to and including 2<sup>nd</sup> June 2013, as shown below, to members of the council and the public. It was proposed from the Chair that the accounts be accepted as a full and accurate record. Unanimous.

#### **Horsmonden Parish Council Accounts as at 2nd June 2013**

	<b>Balances</b>
Current account b/fwd 13.05.2013	£ 35,337.16
Deposit account b/fwd 13.05.2013	£ 66,292.83
Interest received (Deposit Account)	_____

Item	Ref	Receipts	Payments
The marketing solution - posters for APM	410 229		£ 12.00
Kent County Council - internal audit	410230		£ 201.60
Zurich Municipal parish Council renewal	410231		£ 2,922.58
LPM Bohemia- The Tent Co.Ltd - Marquee hire	410232		£ 552.00
C& M Security services	410233		£ 300.00
Four Jays Group - portable toilets	410234		£ 321.60
L Noakes - photocopying	410235		£ 8.20
Mrs L Noakes Salary May	S/O		£ 688.38
H.M Revenue and Customs Tax and NI	410236		£ 13.12

Mr S Jones scavenging May	410237		£ 76.90
Mr C J Couchman - play area and clock May	410238		£ 100.60
EDF Energy Customers Ltd - VG Box	410239		£ 56.00
EDF Energy Customers Ltd - public conveniences	410240		£ 118.00
Kent County Council - legal fees April	410241		£ 361.20
Mrs S Vizard - refund for costs of refreshments APM	410242		£ 60.00
SHS Cleaning Public toilets May	410243		£ 178.71
SSE Contracting Ltd May	410244		£ 71.26
Mrs J March - refund for printer cartridges	410245		£ 27.96
grant from Village charity for project for the elderly		£ 242.00	

Current Account as at 02.06.13 £ 4,509.05  
Deposit Account as at 02.06.13 £ 91,292.83

**TOTAL  
BANK: £ 95,801.88**

## 6.2 **Internal Auditors comments**

The Clerk read aloud the letter received from the internal auditor. The letter made several recommendations: Clerk to sign bank reconciliations and minute statement at each meeting in addition to the Chair signing this. The Council should adopt a standard matrix approach when carrying out their Risk assessment each year. The Council should reassess their Standards document. The Council should hold quarterly finance meetings. The Council discussed and considered these recommendations, however it was considered that a half yearly finance meeting would be more appropriate and that as new Standards were due to be issued shortly by NALC, the council should await these rather than drafting their own. The other recommendations were taken on board by the council. Clerk to let Auditor know the response.

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

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

Following on from Mr Newton's notification of the problems at Gibbett Lane, it was suggested that the Clerk ask KHS if they might be able to erect a baffle barrier at the end of the footpath in question. With regards to the grassy area, Cllr March and Reed to examine this when attending the opening of Willard's Place and report back. It might be possible that KHS need to re-examine the arrangements for slowing traffic down in this area.

Drainage: Clerk to put Donna Cuthbertson in contact with Cllr Stevens, so that he can explain the drainage at Hayman's Hill.

Pot holes: large potholes/broken up verge opposite Rams Hill Mowers, Rams Hill

4 or 5 pot holes between Milestone Cottage and the sharp bend on Brenchley Road.

Cllr Davis reported that there had now been another Village Vision highway group meeting and that they now had the full report and figures from Steven Noad. The group had put together some comments to go back to Mr Noad and would copy the clerk in on these.

Clerk to liaise with Mr Dicketts regarding carrying out another traffic survey. Council members suggested perhaps September is a good time for this.

**7.2 Street lighting**

Cllr Lawrence reported that the street light outside number 8 Gibbett Lane is not working and needs dealing with urgently.

**8. ADMINISTRATION**

Cllr March proposed that the Council bring forward the item on CCTV as Mr Reed was waiting in the audience to tell them about his findings. Unanimous.

**8.6 CCTV equipment.**

Mr Reed had taken away the Council's CCTV equipment to investigate what it could be used for. He reported that he thought it could still be used successfully for surveillance with the addition of some cables and the replacement of the instructions for the recorder box, which were missing.

Cllr March proposed that the Clerk ask Mr Devenish if the Sports Club would like to borrow the equipment to keep surveillance of the pavilion as it was suffering quite a lot of vandalism on a continuous basis. The sports club would need to provide cables at their own expense, and arrange for the installation of the equipment.

Unanimous. Cllr Lawrence offered to have a look on the internet and see if he could download the instructions for the recorder.

**8.1 Horsefair 2013**

Cllr March reported that there had not yet been any further meetings or reports on this.

**8.2 Music Festival weekend**

Cllr March said that the Festival organisers had requested to borrow some tables from the Village Hall to use at the Barn Dance and that this had been agreed by the VH committee. It was proposed from the Chair that the PC cover the risk/cost of the tables should they get damaged. Unanimous.

**8.3 Public conveniences**

Nothing further to report at present.

**8.4 Land registry title to Village Green**

The Clerk reported that the Land Registry had now reiterated that it would not offer anything other than a Qualified Title to the Village Green. Cllr Kerrigan had suggested by email that the PC may wish to find out how much a Barrister who specialises in this type of work, would charge to examine the case and take up with the Land Registry.

The Council discussed whether it was likely that a third party would or could possibly lay any type of claim, as the PC had to provide huge amounts of evidence proving assumed ownership through maintenance and responsibility of the Green since 1894, in order to obtain the Qualified Title. It was considered that it was very unlikely any other party would be able to provide enough evidence to prove any title.

Cllr Davis proposed that the Council should accept the status of Qualified Title and not pursue this matter any further with the Land Registry. The Clerk should communicate with NALC to propose that they may wish to pursue this matter with the Land Registry as there could be other parishes in a similar position ( i.e. Canterbury City Council). This proposal was seconded by Cllr Stevens, unanimous.

**8.5 Portable electrical Testing for 2013**

The Clerk reported that it was now time for PEAT testing to be carried out again in the Parish buildings and she had received a quotation from Keith Prentis at KCC to carry out this works again for the council on the same lines as last year. Cllr March proposed from the Chair that this work be allowed to take place and that Keith Prentis be contracted to do so, under the same terms as last year. Unanimous.

**8.6 CCTV equipment.**

Already dealt with

**10. CORRESPONDENCE/UPDATES**

**10.1 Chairman's update**

**TWBC's draft Cultural Strategy – 01/05/2013-30/06/2013**

Cllr Reed had offered to look at the strategy on the Council's behalf and report back.

She said that the strategy was very much based around activities in the Town centre and did not include plans for the rural communities despite the fact that it stated that one of the key cultural assets was the natural environment.

It was proposed from the Chair that the Clerk should report to TWBC that it should try to involve the rural communities more and consider that the strategy could be more successful if there was a better transport network for rural communities. It was also noted that maintenance of existing partnerships (for example Kent High Weald Project) is noted as a challenge by TWBC, but not addressed in the strategy. Unanimous.

**10.2 Kent County Council – Vegetation clearance on public rights of way in West Kent 2013.**

Cllr Stevens to look at this and report back to next meeting.

The meeting closed at 10.35pm