

MINUTES OF HORSMONDEN PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL at 7.30 P.M. ON MONDAY 5TH SEPTEMBER
2016

Present: Cllr Stevens (Acting Chair)
Councillors Russell, Richards, Cllr Isaacs and Cllr 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.

1. APOLOGIES FOR ABSENCE AND VOTING OF ACTING CHAIR

Cllr March, Cllr Davis and Cllr Holloway had sent their apologies for the meeting.
As both Chair and vice chair could not be present, an acting chair was required to chair the meeting.
Cllr Isaacs put forward Cllr Stevens to act as chair. This was seconded by Cllr Jenkinson and accepted by Cllr Stevens. Unanimous.

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.

Mrs Beale had requested to speak about the dropped kerbstones near either side of the Goudhurst Road by the village shops. Mrs Beale asked the council if anything could be done to stop people from parking over these areas as the disabled parishioners are often trapped one side or the other of the road because people have parked inconsiderately across these areas.
It was explained to Mrs Beale that the Council had approached Highways to see what else could be done because they were aware there was a problem. However, the council could not have yellow lines painted there or on top of the kerbstones there as Highways could not allow this. The Clerk had recently gone back to KHS to ask if a 'KEEP CLEAR' could be painted on top of the dog bone markers. She had not yet heard back from KHS about this.
In the meantime the clerk offered to refresh the laminated signs which she had tied to the white railings outside the shop and on the millennium stone, and Mrs Beale said she was v willing to have this tied to her fence. The councillors agreed that this would be a good idea.

3. MINUTES OF PREVIOUS MEETING

Agree the minutes of the Parish Council Meeting 4th July, Planning meeting 19th July, Parish Council Meeting 16th August and Finance Meeting 25th August.

Cllr Richards proposed acceptance of the minutes of 4th July meeting, seconded Cllr Isaacs. Unanimous.
Cllr Russell proposed acceptance of the minutes of the planning meeting of 19th July 2016, seconded Cllr Jenkinson. Unanimous.
Cllr Russell proposed acceptance of the minutes of 16th August meeting, seconded Cllr Richards. Unanimous.
Cllr Richards proposed acceptance of the Minutes of the finance meeting dated 25th August 2016, seconded Cllr Russell, unanimous.

4. MATTERS ARISING (no decisions)

Public Rights of Way

Clerk still waiting to hear

Street Cruiser Bus

Sophie had asked if the Parish Council wished to make a more regular booking for the bus, as parishioners had asked if the bus could regularly visit Horsmonden. Bring to October meeting for a decision.

Parish Toilets

The clerk is still monitoring the cleaning and Cllr Russell still monitoring the water usage. Clerk to ensure that timer is now set at 7pm closure in the evenings.

Love where we live Awards

The PC has two of their chosen finalists in the awards ceremony; Ben Baker for Sports Achiever of the Year and Steve Eastwood for Ethic Business Award. However the Parish Council were please to hear that Heath stores had also become finalists for the Ethic Business Award and Zane Cheesman for the sports Achiever Award.

Pension Arrangements

The Clerk was to prepare a spreadsheet and circulate before the October meeting to allow a decision to be made.

Village Green Treatments

The weed killing seems to have been working. It was suggested that the Clerk ask Bournes to look at the green when passing and see if they suggest anything further is required before the winter.

Treework on the Green

Tree Woks will be coming on the week commencing 8th September 2016 to start work on the trees.

Aircraft Monitoring equipment

The Clerk had organised for the aircraft monitoring equipment to arrive on Tuesday 6th September at Mr Stubbings house.

External Audit

The Clerk reported that the external auditor had now been signed off by the auditors Little John LLP and there were no ongoing issues to report.

5. PARISH COUNCIL FINANCE

5.1 Agree Parish Council accounts to 4th September 2016 and settlement of invoices for this period (see appendix 1)

Cllr Russell proposed acceptance of the accounts presented to the council for the period up to and including 4th September as below (Appendix 1). This was seconded by Cllr Isaacs and voted for unanimously.

APPENDIX 1

	Balances
Current account b/fwd 04.07.2016	£ 70,982.18
Deposit account b/fwd 04.07.2016	£ 60,561.30
Interest received (Deposit Account)	

Item	Ref	Receipts	Payments
E.On - street lighting April to June 16	401745		£ 387.95
Mr K Bromley- refund for Vh door lock	401746		£ 94.80
Mr C J Couchman- refund for VH Door locking	401747		£ 262.80
Mrs L Noakes - July salary plus bonus	S/O flexi		£ 1,175.44
HMRC - Tax and NI Mrs L Noakes July	401748		£ 256.19
CJ Couchman- clock and play area July	401750		£ 103.85
Unipar services LLP - speedwatch equipment	401751		£ 198.00
D&A Oil tank services - repairs to pipe work	401752		£ 90.00
Horsmonden VH Committee - hire for computing course	401753		£ 46.50
SSE Contracting Ltd - July street lightitng maintenance	401754		£ 71.26

Specialist Hygiene services Ltd -cleaning July	401755		£ 187.20
Bourne Amenity - treatments for VG	401756		£ 1,764.00
MLM - traffic solutions consultants	401757		£ 3,150.00
Kent County Council - June legal fees	401758		£ 43.20
Kent County Council - July legal fees	401759		£ 324.00
Mrs L Noakes- August salary	S/O flexi		£ 1,018.84
HM Revenue and Customs- Tax & NI L Noakes	401760		£ 151.05
John Sheppard - photos for website	401761		£ 60.00
PKF Littlejohn LLP- external audit	401762		£ 360.00
Mrs J March - paint and brushes	401763		£ 87.56
EDF Energy - electricity public conveniences	D/D		£ 241.00
Interest on current account		£ 4.01	
Donation from the youth club for street cruiser bus		£ 611.86	
Interest on current account		£ 3.83	
Cheque cancelled St Margarets churchyard	410743		-£600.00
Specialist Hygiene services Ltd -cleaning August	410764		£ 187.20
SSE Contracting Ltd- August street lighting	410765		£ 71.26
Young People Bus Services - street cruiser sessions	410766		£ 350.00
Mr C J Couchman - clock and play area August	410767		£ 83.08
Current Account as at 05.09.16			£ 61,436.70
Deposit Account as at 05.09.16			£ 60,561.30
TOTAL BANK:			£ 121,998.00

5.2 Chair to reconcile accounts with bank statement for period up to and including 4th July 2016

Cllr Stevens checked the accounts for the period up to 4th July with the bank statements presented by the clerk and agreed the figures. The Chair initialled and signed the documents appropriately.

5.3 Consideration of a donation/grant to St Margaret's Church in respect of the public footpath which runs through the churchyard.

It was proposed by Cllr Russell and seconded by Councillor Jenkinson that this be held over to the next meeting. Unanimous.

6. PLANNING APPLICATIONS

i) Current applications awaiting consideration by the council:

Planning Application No:	TW/16/06142/LAWPRO
Proposal:	Two-storey rear extension and attic conversion
Location:	Poplars Lodge Churn Lane Horsmonden Tonbridge Kent
Recommendation:	None given see below.
Proposal:	N/A
Comments:	The Borough Council does not consult on LAWPRO applications.

Planning Application No:	TW/16/06202/FULL
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Proposal:	Loft Conversion
Location:	1 Woodgate Mews The Heath Horsmonden Tonbridge TN12 8JE
Recommendation:	Approval
Proposal:	Cllr Isaacs, seconded Cllr Richards. Unanimous.
Comments:	Extension of a modern building, matching the next door house.

Planning Application No:	TW/16/06106/FULL
Proposal:	Single storey rear extension
Location:	Highlands Farm Oast Marle Place Road Horsmonden Tonbridge TN12 8DS
Recommendation:	Approval
Proposal:	Cllr Richards, seconded Cllr Jenkinson. Unanimous.
Comments:	Reasonable extension

ii) Notification of applications granted and refused/Appeals lodged.

Applications granted.

TW/16/05648 – 4 Springfield cottages

TW/16/505434 – All saints Church, Maidstone Road

TW/16/501529 – Bassett’s Oast, Maidstone Road

It was mentioned under the Bassett’s Oast application above that the existing stable block appears to have been retained and moved to an alternative location in addition to the new stable being built. Clerk to contact the enforcement officer to find out what is going on with this.

Applications refused.

None

Appeals Lodged.

None.

7. HIGHWAYS AND GROUNDS MAINTENANCE

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

The following matters were reported at the meeting:

- The potholes in Churn Lane appear to have been filled to a satisfactory standard
- There is still water coming out of the manhole in the entrance to Rosebank
- The hedge at Freestones has been cut back but the marker post and drains are still within the hedge. Can the KHS give any guidance to the owner on this?
- The hedge at the tennis club has been cut back but still sticks out at the top
- The ‘Horsmonden’ finger for the sign near Churn lane was apparently collected by Highways, so surely we could retrieve this and put it back up ourselves- clear to ask KHS about this.
- Parish Clerk to ask public to check and cut back their hedgerows in parish news.
- The roadside railings at Bassett’s Farm , Maidstone Road have been bent again.

7.2 Street lighting

Clerk still awaiting details about a new street light head to put up near to Green Road/Goudhurst Road. The street light near to the school is not working again.

8. ADMINISTRATION

8.1 Horsefair

The Clerk had received all documentation including cheque for deposit and insurance details for this event and had seen the risk assessment form filled in for TWBC by the event organisers. It was proposed by Cllr Richards and seconded by Cllr Isaacs that the event go ahead on 11th September. Unanimous.

8.2 Details for opening of Conservation area plaque.

Everything was organised for the opening ceremony to take place at 10am on the village green with refreshments in the social club beforehand. The WI had kindly offer to organise the refreshments. Cllr Isaacs will clean and treat the wood around the plaque prior to the event as it is looking quite dirty with tree sap.

8.3 The Institute - lease agreement, future planning regarding potential to position the William Lambert plaque, maintenance issues.

Clerk still awaiting response about the lease from KCC Legal.

Cllr Isaacs offered to meet with Lindsey Chave and the clerk one day next week to discuss the repair works needed to the soffit boards and windows/doors.

The council did not have any further ideas about where to place the WL plaque at this stage.

8.4 Emergency planning

No further documents for discussion at this stage. Cllr Russell reported that Jackie Stanton had agreed to remain part of the group and that names now needed to be put into the structure of the plan.

9. UPDATES (no decisions)

9.1 Updates and meetings attended (updates and feedback from meetings attended and held by council members)

Cllr Russell reported that he intended to attend the HWCAAGS meeting on 13th September if possible.

This meeting ended at 8.50pm