

MINUTES OF HORSMONDEN PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL at 7.30 P.M. ON MONDAY 8th JULY 2013

Present: Cllr March (Chair)
Councillors Davis, Stevens, Cheesman, Russell and Parker.

In attendance: Lucy Noakes (Clerk)
3 member of the public
Cllr McDermott (TWBC)

Declarations of Interest:

Declarations of pecuniary and non-pecuniary interests in accordance with the Code of Conduct were invited. Cllr Parker declared that she was the former owner of Red Tiles TW/13/01497; however this did not present an interest.

1. APOLOGIES FOR ABSENCE

Cllr Kerrigan (unwell)
Cllr King - KCC (unable to attend)
Cllr Lawrence (late home from work and unable to attend)
Cllr Reed (unable to attend)

2. PUBLIC SESSION

Mrs Verrell had asked to address the Council regarding the Civic amenities vehicle as she wished to complain about the noise and smell from the vehicle. Mrs Verrell explained that she could not understand why the vehicle was allowed to operate in the way it does, as she felt as lot of the waste going in to the vehicle should be able to be recycled. She felt that the vehicle arrived too early on a Sunday morning, which should be a day of peace and rest and that it disturbed the peace and quiet. Mrs Verrall is also disturbed by the noise of parishioners wheeling their bins through the cut through from the Village Green to Back Lane in order to get to the dust cart. She asked if the council would consider changing the position or times of the civic amenities vehicle.

Cllr March proposed that point 8.5 be brought forward for discussion by the council, so that Mrs Verrall could hear the outcome. Unanimous.

Cllr March explained to Mrs Verrall that the Civic amenities vehicle used to stop outside the Village Hall until the extension was built, which meant there was no longer room there. The PC had worked hard to try and find a central location for the vehicle to stop, which would not affect traffic flow in the village. Back Lane had been found to be a suitable location for most people. Cllr March explained that TWBC were looking into ways of reducing the rubbish which went in to the vehicle, however monitoring this was not simple. In the future there may be the possibility of one week for recycling matter and another week for household waste, but TWBC still needed to find a successful way to implement this.

Cllr March asked if the PC members could try and think of another suitable stopping location for the vehicle so that the vehicle could perhaps split its time between two points in the village, and bring back suggestions to the October meeting. She proposed that the start time for the vehicle should change to 8.30am on a trial basis, with a view to looking at reviewing this in 6months time, and that TWBC should be asked to review the type of rubbish which goes in to the vehicle, to try and encourage recycling. Carried. Clerk to communicate this to Gary Stevenson at TWBC.

Cllr March proposed that point 8.3 be brought forward so that Nick May could discuss Village Vision with the Council. Unanimous.

Cllr March explained that the PC would like to see a terms of reference for each group of village vision, so that their aims and responsibilities were clear. Mr. May said that he was happy with this

suggestion and that Village Vision had already looked at a terms of reference with similar wording and would be introducing this to the groups.

Mr May explained that there had been confusion within the traffic group about the need for another survey, but it was now everyone's view that another survey was necessary to see how the experimental order had affected traffic passing through the village. He agreed to email the Clerk, Alex King and Cllr March to confirm this, for clarification. It is hoped to get the traffic survey carried out in September

Mr. May said that the Village Vision group had been working on a draft Plan and hope to be able to get this in to print in September.

PCSO Carey had asked to make a quick update to the Council in the Public session. She explained that her new post had been cancelled and so she was still working in the area. PCSO Carey had now had a chance to compare crime figures for the first quarter of 2013 with those for the first quarter of 2012. The figures were very similar for these two periods. PCSO Carey also reported that Lizzie the dog had now been found and taken home safely, however her pups were still missing.

Cllr March proposed that planning application TW/13/01497 be brought forward, as the owner was present and wanted to hear the discussion. Unanimous.

5. PLANNING.

Planning Application No:	TW/13/01497/HOUSE
Proposal:	Ground floor front extension. First floor side and rear extensions and alterations
Location:	Red Tiles Goudhurst Road Horsmonden Tonbridge Kent TN12 8AE
Recommendation:	Approval
Proposed:	Cllr Stevens, seconded Cllr Russell. Carried
Comments:	Given the constraints, this is a suitable extension, which has taken into consideration neighbours concerns and overlooking possibilities.

Cllr March proposed that the Council deal with the whole of their planning at this point to avoid confusion. Unanimous.

Planning Application No:	TW/13/01093/HOUSE/RH1
Proposal:	Revised application: Demolish existing single storey utility room and erection of two storey extension
Location:	16 Gibbet Lane Horsmonden Tonbridge Kent TN12 8NA
Recommendation:	Approval
Proposed:	Cllr Parker, seconded Cllr Davis. Unanimous
Comments:	The amendments do not materially change the PC's opinion from their comments on 19 th June 2013

Planning Application No:	TW13/01611/LBC
Proposal:	Listed Building Consent: Retain temporary covering to roof and walls of barn and outhouse (works already carried out)
Location:	Barn And Outhouse 20M N Of Park Farmhouse Smallbridge Road Horsmonden Tonbridge Kent TN12 8EP
Recommendation:	Approval
Proposed:	Chair. Unanimous
Comments:	Acceptance of the temporary roof staying in place, subject to the conservation architects opinion. The Parish Council believes that

	there is a covenant in place linking Park Farm House and the Barn.
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Planning Application No:	TW/13/01547/HOUSE
Proposal:	Demolition of an extension as permitted under TW/05/03311/FUL and TW/05/03314/LBC and erection of a replacement single-storey garden room extension
Location:	Bassett's Maidstone Road Horsmonden Tonbridge Kent TN12
Recommendation:	Approval
Proposed:	Cllr Stevens, seconded Cllr Cheesman, carried.
Comments:	Suitable extension which will add light to a very dark kitchen.

Planning Application No:	TW/13/01548/LBC
Proposal:	Listed Building Consent - Demolition of an extension as permitted under TW/05/03311/FUL and TW/05/03314/LBC and erection of a replacement single-storey garden room extension
Location:	Bassett's Maidstone Road Horsmonden Tonbridge Kent TN12
Recommendation:	Approval
Proposed:	Chair. Unanimous
Comments:	Subject to the conservation architect's approval.

5.2 Report of Permissions Granted and Refused/Appeals lodged.

Applications Granted

TW/13/00838/FUL – Part OS Plots 7900 & 7741 Upper Hayman's Hill Farm, Hayman's Hill, Horsmonden
 TW/13/01484/HOUSE – Church farm House, Brick Kiln Lane, Horsmonden, Tonbridge
 TW/13/01280/HOUSE – Westernhanger Bungalow, Maidstone Road, Horsmonden, Tonbridge

3. MINUTES OF PREVIOUS MEETING

Minutes of the Parish Council Meeting Monday 3rd June 2013.

The minutes of the Parish Council Meeting held on Monday 3rd June 2013 were presented to the meeting and taken as read. It was proposed by Cllr Stevens that these be accepted, seconded Cllr Davis, carried.

4. Matters Arising

Computers in the Institute –Cllr's Reed and Kerrigan to continue.

Community Gardening Scheme – Cllr Parker has now purchased 4700 crocus bulbs. It was agreed that the Council should stick with 29th September with a 2pm start, as any time after this would be too late for number of bulbs to be planted. It was suggested that the VH be offered to Edna and Julie Jones to use for refreshments if they wished, for one hour between 3.30pm and 4.30pm. Cllr Parker to contact the School, Kindergarten and Ewen Kellas to publicise the event.

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

Love where we live awards – the Clerk had now completed the nominations for Les Bateup, the Social Club, the Kindergarten and Heath Stores. She was awaiting some information from Sean Lawrence on Richard Norman and would then complete the nomination.

6. PARISH COUNCIL FINANCE
6.1 Parish Council Accounts to 7th July 2013

The Clerk presented the accounts up to and including 7th July 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 7th July 2013

Balances

Current account b/fwd 03.06.2013	£ 4,509.05
Deposit account b/fwd 03.06.2013	£ 91,292.83
Interest received (Deposit Account)	

Item	Ref	Receipts	Payments
Mrs L D Noakes salary and overtime + bonus	S/O		£ 1,108.45
H. M Revenue and Customs Tax and NI	401246		£ 264.56
Mrs L Noakes - car allowance and petrol	401247		£ 45.50
Mr C J Couchman - June clock and play area	401248		£ 80.48
Mr S Jones - scavenging June	401249		£ 61.52
D&A Oil Tank Services emergency removal of oil	401250		£ 210.00
Ready-call Horsmonden annual donation	401251		£ 50.00
Horsmonden Parish News- annual donation	401252		£ 250.00
Horsmonden Village Hall - parish office rent	401253		£ 900.00
Specialist Hygiene services Ltd - late payment January	401254		£ 178.71
Specialist Hygiene services Ltd - June	401255		£ 178.71
Kent County Council legal fees May 2013	401256		£ 129.60
Horsmonden Methodist Church hall hire	401257		£ 14.00
Southern Water - 07.12.12-29.05.2013	401258		£ 79.03
SouthEast Water - supply06.12.12-29.05.2013	401259		£ 49.41
EJP Fire protection - extinguishers check -club	401260		£105.66
EJP Fire protection - fire alarm maintenance-club	401261		£ 144.00
Cheque void	401262		
E.ON street lighting supply 01.04-30.06	401263		£ 319.84
Lexis Nexis Arnold Baker Local councils Guide	401264		£ 65.45
Medix - medical response team music festival	401265		£ 40.00
Miss CP Adolpho - flowers Music festival	401266		£ 30.00
Mrs V Parker - reimbursement for crocus bulbs	401267		£ 192.87
Interest on Current account		£ 0.66	
Interest on Current account		£ 2.51	
Insurance claim for street light on Goudhurst road		£ 555.04	
VAT reclaim for 2012-13		£ 3,018.90	
Donation towards bulbs in memory of Paul Jones		£ 50.00	
Church donation towards marquee security		£ 70.00	
Music festival on the green funds		£ 1,740.00	

Current Account as at 07.07.13	£ 5,448.37
Deposit Account as at 07.07.13	£ 91,292.83

TOTAL BANK: £ 96,741.20

6.2 Limits of protection under the banking regulations and PC finances with Co-op

The Clerk had been looking onto the FSA protection with regards to the Co-operative Bank, who the PC bank all their money with. The FSA and KALC had both confirmed that Parish Council's are not included in the FSA protection arrangement. This means that whichever bank the PC has its money with; there is no protection if the bank should go into liquidation. The PC considered the suggestion of moving part of their cash into another bank account to spread the risk. However it was suggested that this may not necessarily be a good move, as other banks may not be any more secure than the Co-op, and this would also present administrative problems when moving money from one account to another, as the Clerk would not be authorised to do this.

It was proposed by Cllr Russell that as the PC had assessed their risk and considered on balance that the risk was acceptably low; the bank account should remain with the Co-op, for the foreseeable future. This will be monitored and reconsidered at the Annual Risk Assessment and if the circumstances should change between now and then. Seconded Cllr Davis, unanimous.

6.3 Agreement of new banker's mandate

It was proposed from the Chair that Cllrs Russell and Davis be added to the Bankers mandate, and Cllrs Stevens, Parker, Cheesman and March remain on the mandate. Ex- councillors, Fletcher, Robins, Hughes and Clemson should all be removed. The terms and conditions of the mandate were to remain as previously. Unanimous.

6.4 Oil tank quotes for VH

The Clerk had obtained 3 quotations for a new oil tank behind the Village Hall. However since this the fence had now been removed and replaced. It was now more than 2 metres away from the oil tank position therefore fire proofing would not now be necessary. The old oil tank had also been removed at this stage, as it had been necessary to clear the back of the Village Hall from debris and this had been removed at the same time. The 3 quotations provided included removing the old tank and therefore the PC hoped for a reduction from the prices quoted;

Little London Services- £1680 net for metal bunded tank 1150 litres capacity or £1750 net plastic bunded tank 220 gallon capacity, including installation as necessary

D& A Oil Tank services - £1498.net for plastic bunded tank capacity 1070 litres including installation as necessary

Maskell heating services Ltd - £3075 net for plastic bunded tank 1225 litres capacity – including installation as necessary and fire proofing.

The council considered that they would rather have another metal tank installed. Some of the companies had queried whether a bunded metal tank could be handled into position by hand as it may be too heavy, however Little London Services had confirmed that there would be no problems with this installation if the PC preferred metal.

Metal was considered a better material, as the plastic tanks can split and are not as secure as metal tanks.

Cllr March proposed that the PC should purchase the metal tank with installation by Little London Services at the cost of £1680 net (minus the cost of removing the old metal tank.) Unanimous.

It was noted that the PC had been offered 2 second hand tanks, but felt that as a public body, they should have the guarantees of a new tank, properly installed by professionals.

6.5 Quotes for new water tank at Institute

No quotes yet obtained.

7. HIGHWAYS AND GROUNDS MAINTENANCE

7.1 Highways issues

The following matters were recorded for reporting to KHS:

Footpath Maidstone Road – overgrown weeds emanating onto footpath

Rectory Park – 3 deep potholes.

Water laying on western edge of the road between Hayman's Hill and Yew tree Green Road.

Baffle on the footpath – Gibbett Lane. Clerk also to write/email Matthew Beard and Chief Executive of Affinity Sutton to remind them about a baffle at the end of the footpath which comes from Willard's Place and exits on Gibbett Lane. Cllr March discussed this with him at the opening ceremony.

7.2 Street lighting

Number 38 in Oast View was not working. Also outside 8 Gibbett Lane.

7.3 Dog fouling

It was considered that this issue should wait until the Village Vision Plan was printed so that the Council's priorities were clarified, unless a Council member wished to take this matter on as a project themselves, as there were several projects still outstanding for the Council to deal with.

7.4 Land at the corner of Manwarings, Maidstone Road

Cllr Kerrigan had raised this issue but was not able to be present.

7.5 An additional bench on the Village Green.

Edna and Julie Jones had indicated that they may wish to consider a bench on the Village Green in memory of Paul Jones. It was suggested that another bench could be installed opposite Southlands, on the North side of the Green. Clerk to contact Edna and Julie with some prices for their information. They would also need to pay for installation costs as there was not a base there at present. This was proposed by Cllr Stevens, seconded by Cllr Russell and voted for unanimously.

7.6 Speedwatch

Cllr March had attended the meeting at Brenchley and Matfield Hall. A group of volunteers are willing to use the equipment in both villages and coordinate with the existing members of Speedwatch in Horsmonden. Cllr Parker had received a request from Seddlescombe PC to ask if the PC could consider them borrowing it also. It was considered that whilst the PC may lend the equipment to neighbouring villages, it would not be viable to lend it to a village as far away as Seddlescombe. Cllr March proposed that the equipment be lent to Speedwatch volunteers at Matfield and Brenchley provided they helped to man sessions in Horsmonden. Those collecting the equipment would need to sign a checklist, confirming the condition of the equipment and Brenchley and Matfield PC would be responsible for any damage occurring with the equipment whilst in their care. Unanimous.

7.7 Gang mowers

The Clerk had tried to get a rough estimate from Kent Tractors but it was very difficult without them having seen the equipment. They did however estimate that as the PC had not spent any money updating the equipment over the last few years, the value would be considerably less than the initial purchase price of £1250 paid in 2008.

It was proposed by Cllr Parker that Cllr March should negotiate with Martin Devenish and agree a purchase price of £500 for the mowers if the Sports Club wished to buy them. Seconded, Cllr Davis. Carried.

8. ADMINISTRATION

8.1 Horsefair 2013

The Horsefair will be on 8th September 2013. It was noted that at least 3 of the Councillors present at the meeting would be unable to attend on that day. However, as it is not necessary for Council members to be present for any other booking of the Green, it was felt that Councillors should not be expected to be present for the Horsefair event.

Cllr March is to meet and liaise with the Police prior to the event. The Clerk had not received any contact from the Gypsy community asking to book the Village Green at present.

It was suggested that the Horsefair be discussed at an extraordinary meeting of the Council to be held on Tuesday 27th August, when any application to book the Green can be considered by the Council. The tenders for the Public conveniences will also be discussed at this meeting.

8.2 Public conveniences

Mr Bell had confirmed that he would shortly send out the tender documentation and building regulations. The tenders will be back in approximately 4 weeks.

8.3 Village Vision

Already discussed earlier in the meeting.

8.4 Christmas lights

After some discussion, Cllr March proposed that Cllrs Davis and Stevens should order a 100 meter length of cable with half metre spacing and enough coloured bulbs to light up the strings which the PC will have. They should also approach those who live around the Green to see if they would be prepared to put up a small string of lights on their premises, which would be provided by the PC. A similar system had been organised at Goudhurst and had been very successful. Unanimous.

8.5 Civic amenities vehicle

Already dealt with in the Public session.

8.6 Advertising banner on the Green, St Margaret's church.

The clerk showed an A4 sized copy of an advertisement which the Church wished to put up on the Village Green to advertise the Church Festival in September. The Council were happy with the content and it was proposed by Cllr March that the church be allowed to put up the poster provided it was no larger than A1 and went up after 9th September. Carried.

9. CORRESPONDENCE/UPDATES

9.1 Chairman's update

Cllr March explained that the TWBC Public Arts Project was to include exhibits outside the Social Club and the Gun and Spit Roast this year.

The Clerk was to find out about the planning needed to move the village sign as Heath Stores had said they were happy to have this located on the Green area outside the store, which would be more visible than the current location. The current stand, holding up the sign, was rotten at the base so this needed to be replaced at some stage soon.

9.2 SE Water's Draft Water Resources Management Plan Water Resources Management Plan responses by 5th August 2013.

Cllr Davis had considered this and suggested no comment from the Council. Clerk to write/email.

9.3 Southern Water Draft Water Resources Management Plan at <http://swhaveyoursay.co.uk/wrmp/> responses by 12th August 2013

Cllr Davis had considered this and suggested no comment from the Council. Clerk to write/email.

The meeting ended at 11.25pm