

**MINUTES OF HORSMONDEN PARISH COUNCIL MEETING**  
**HELD IN THE VILLAGE HALL at 7.30 P.M. ON MONDAY 5<sup>TH</sup>**  
**OCTOBER 2015**

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

**In attendance:** Lucy Noakes (Clerk)  
5 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.

Prior to the meeting commencing, Cllr March invited all those present to join with her in standing for one minutes silence to remember Laurel Stevens who had sadly passed way over the weekend.

**1. APOLOGIES FOR ABSENCE**

Cllr Stanton.

**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).*

Mr Drinkwater had requested to speak about the new shelter on the Green. He wished to object to the shelter and its position. Mr Drinkwater said that there had been a number of youth clubs set up over the years in the village and they had all been disbanded in the end because a few children had spoilt it for the majority. He believed this is what would happen here. He feels that the shelter will be taken over by gangs, who will then use the shelter to smoke and drink in as well as taking drugs, he feared. This will lead to noise and chaos, litter and bad language. He objected to the fact that all this would be going on within 10 yards of his front door. He had understood that the parish Council were looking at the sports ground as a place to locate shelter initially.

Mr Drinkwater said that believed the local residents would be left to police the shelter.

Mr Howard-Williams also wished to speak about the shelter. He is a resident of Heathside, one of the oldest houses around the green. He recently found out the shelter would be positioned 7 m from his home. He had not been consulted on this matter and telephoned Mrs March to discuss this matter. The shelter was then moved a further 2.5 m from his house.

Mr Howard-Williams said that he understood the reasoning for the position; however he believed it was more important to protect the views across the green from East to West rather than North to South.

*Cllr March proposed from the chair to bring forward item 8.8 Village Vision, so that this matter could be discussed whilst parishioners were present. Seconded Cllr Davis, unanimous.*

**8.8 Village Vision**

Cllr March apologised for not being proactive on the positioning of the shelter, by asking all parishioners around the green for their input. She explained that the outcomes of Village Vision were for a bus shelter and youth shelter, however both had proven difficult to locate and this location had

seemed like the correct decision for a multipurpose shelter. She was not sure the comments from parishioners would have changed the location very much.

However Cllr March believed that Mr. Drinkwater and Mr Howard-Williams had raised some interesting points and she wished to try and mitigate against the misuse of the shelter as much as possible. In order to do this, she said that the PC would ask the PCSO to do more regular checks on a Friday and Saturday evening and that the council would provide a cigarette bin and litter bin for the shelter. Cllr March said that those Cllrs present had said that they will monitor the shelter as much as possible and had offered to sit in its themselves to try and avoid the youngsters feeling that it was just for them. She also added that the shelter would be cleaned.

Cllr March suggested that the Council should monitor the use of the shelter and put up some CCTV so that if there was any damage done to the shelter, the PC could see who was doing it.

Cllr Hughes made the point that the PC had originally looked at providing a smaller shelter of 3m diameter, however at the Annual Parish Meeting, parishioners voted for a larger shelter with a diameter of 5m. He added that those who had consulted the PC on this matter had given good feedback .

Cllr Jenkinson said that the decision had been overwhelmingly in favour at the APM therefore she suggested that the shelter was given a try, and monitored after a while.

Cllr Russell said that the shelter was a response to the wishes outlined in Village Vision. There had been a lot of discussion over where the shelter should be located, it was not a spur of the minute decision, and that very effort had been made to try and satisfy the majority. However he felt that the situation should be monitored as a shelter which was being abused is no use.

Cllr Holloway said that she was happy to speak to any of the youngsters using the shelter. She said that the PC may look at providing a solar powered light in side the apex of the shelter, which would be v low level lighting. She said that they would need to ask for advice on CCTV.

Cllr Isaacs said a shelter was always going to be a controversial issue with the Council taking some criticism. He thought that everyone should give the shelter a chance to see how it was used and monitor the situation. He pointed out that it was important for all those noticing a problem of misuse to call 101 and register the problem with the police.

Cllr Davis added to this that high visibility was the precise reason for the chosen location. He agreed that the PC would need to monitor the situation and see how it went. If it did not work longer term then it should be removed and the grass restored. He said that it would not be right not to attempt to improve facilities for the youth within the village.

Cllr March did explain that the grant funding would make this difficult before 3 years, as the project had been funded partly by a grant from KCC and also from a private benefactor. Given these factors the shelter should come before the council again for a vote in two years time.

Cllr Stevens agreed with all of this.

Cllr Hughes added that there had been some positive feedback from the elderly of the village who were looking forward to somewhere undercover to sit. He suggested that the focus should not be exclusively on the problems with the shelter, but also on the benefits. Cllr March added to this that the shelter can seat up to 25 children. The Kindergarten and Farmers market are keen to use the facility as an extra shelter and it will be useful when there are church services on the green.

Taking all of this into account Cllr Hughes proposed that the PC install CCTV to monitor the site and have a full review of the site at the end of the first , second and third year before deciding how to proceed. Seconded Cllr Davis. Unanimous.

### 3. MINUTES OF PREVIOUS MEETING

Minutes of the Parish Council Meeting on 7<sup>th</sup> September 2015 and 22<sup>nd</sup> September 2015. The minutes for the meeting of 7<sup>th</sup> September had been circulated by the clerk beforehand. They were taken as read and proposed for acceptance by Cllr Davis, seconded by Cllr Hughes, unanimous.

The minutes for the meeting 22<sup>nd</sup> September had been circulated by the clerk beforehand and were taken as read. They were proposed for acceptance by Cllr Stevens, seconded by Cllr Isaacs and voted for unanimously.

### 4. MATTERS ARISING (No decisions)

#### **Conservation area map**

Cllr March had established that the North farm depot have a lectern which they could let the Council have for this purpose. Clerk to contact Peter Every with the size. See 8.8 below for siting.

#### **Buses to Paddockwood**

Cllr March said that she thought the problem with buses having to turn in Goudhurst was now solved and so it was unlikely that Nu Venture would put any more buses on this route. She thinks that the PC need to raise the issue again with Nu venture. Clerk to circulate a copy of the timetable so that Councillors can decide on a plan of action.

#### **Public Rights of way**

Clerk still waiting to hear from PROW.

#### **The Institute.**

Clerk has sent out tenders to five local building companies. She will bring tenders back to December meeting. Clerk to chase Highways about tarmac strip outside the club building and the holes in the road they were going to fill. The social club are going to organise to have the new outside light fitted. The Council had received a quotations form Essex lighting to light the clock tower and faces. Clerk to obtain two more quotes for lighting tower with 4 LED strip lights and faces with two LED spot lights each (4 in total)

#### **Street Cruiser**

Clerk to circulate posters for street cruiser bus.

#### **Christmas lighting**

It was suggested that the Council may wish to try and switch the Christmas lights on at the same time as Heath Stores and the social club. Perhaps the Club would wish to serve mulled wine and mince pies. Clerk to liaise with Kell and Heath stores.

#### **Love Where we Live Awards**

It was the final on 7<sup>th</sup> October. Clerk to obtain results soon afterwards.

#### **New Street Light on Village Green**

Clerk to organise tree pruning with Jamie Tweddle.

#### **Dog excrement on Village Green/Bag and Flag day**

Bag and Flag day to take place on Saturday 10<sup>th</sup>.

#### **Dead tree on Village Green**

See tree report below.

#### **Play area**

Clerk to chase new chain connectors for swings.

Cllr March proposed that item 7.2 be brought forward for discussion. Seconded Cllr Davis. Unanimous.

### 7.2 Tree report.

Mrs Vans had said she would like to donate some money towards a new tree to replace the dead tree on the green.

Mrs Frost had contacted Cllr March to ask if she could put a commemorative bench on the green, but as it was felt that there was no space for any more benches on the green at present, it was suggested that she may wish to donate to the new tree needed. Alternatively it was suggested that a bench could be sited opposite the doctor's surgery on Fromandez Drive.

It was proposed by Cllr Davis that the excess branches be removed from the tree outside Poplars in order to make more room for the new light. However it was considered that the dead tree should remain in situ until after Christmas as it may be required for holding up the string of lights. Seconded Cllr Stevens, unanimous.

Cllr Davis proposed that item 8.8 Village Vision be brought forward to discuss the positioning of the Conservation area plaque.

### **8.8 Village Vision**

At the last meeting the council had agreed to place the plaque in a symmetrical position with the two notice boards already on the green. However on further looking at the area it had been suggested that there may be space behind the millennium stone and plaque, saving the need for any more area of tarmac. It was suggested that the Council obtain the lectern from Peter Every first and then once they know how high it must be etc they can make a further decision on positioning.

Cllr March proposed that item 8.6 be brought forward as Mrs Foster wanted to explain to the council about the Village Celebration 2016. Seconded Cllr ,Russell, unanimous.

### **8.6 Village Celebration 2016**

Mrs Foster said that she and other members of the committee had been looking into how they could set up the Village celebrations committee as a separate entity. This would probably be a registered charity; however they needed confirmation that they would have a bank account with at least £5000 in it in order to become a charity.

Members of the council said that trustees of the charity must be aware that they would require trustees insurance to cover themselves in the case of liability. This would be in addition to public liability insurance for events etc. It was suggested that an alternative would be to set up as a company, as this would limit the personal liability of those running the events.

Mrs Foster would look into this and bring it back to the November PC meeting. In the meantime she wanted the council to consider if they would support a charity set up in this way and release the funds held from the previous year's events, for use in setting up the bank account.

It was mentioned that the events committee may hold a raffle outside Heath store around Christmas time (possibly to coincide with the switching on of the lights) to raise awareness of what they were doing.

Mrs Foster was worried about securing the marquee for next year's event as it was around the time of the Queen's birthday and marquee companies would start to get busy with bookings. It was proposed by Cllr Davis and seconded by councillor Stevens that the Council pay the deposit amount of £1300 to LPM Bohemia to secure the marquee for the event. Unanimous. This will come out of the village celebration fund and will not incur any VAT as it is a deposit only.

## 5. PLANNING

Planning Application No:	TW/15/507200/FULL
Proposal:	<b><u>Retrospective application for a new boundary fence to replace existing hedge</u></b>
Location:	3 Grovehurst Cottages Grovehurst Lane Horsmonden Tonbridge Kent TN12 8BH
Recommendation:	Refusal
Proposed:	Cllr Stevens, seconded Cllr Davis. Carried.
Comments:	Refusal. The fence is too high at 1.8m on the rural roadside. In the past 2 years the Parish Council has had several other precedents of this type within the parish, which have been reduced in height, so for consistency the PC recommends refusal of the application.

Planning Application No:	TW/15/507551/FULL
Proposal:	<b><u>Two front facing dormers and two storey end extension and parking area.</u></b>
Location:	Churn Farm Churn Lane Horsmonden Tonbridge Kent TN12 8HL
Recommendation:	Approval
Proposed:	Cllr Isaacs, seconded, Cllr Russell. Unanimous.
Comments:	Approval. Acceptable extension to an original building.

### 5.2 **Consultation on removal of BT kiosk on the Maidstone Road – TW/15/505198**

After a short discussion on this matter, the Parish Council accepted the course of action to remove the telephone kiosk on the Maidstone Road. This was proposed by Cllr Davis, seconded by Cllr Holloway and carried.

It was suggested that the Clerk contact BT to see if they had a kiosk in better condition which the Council may wish to consider adopting for £1 and using in the village centre.

### 5.3 **Report of Permissions Granted and Refused**

#### **Granted**

TW/15/503162/FULL – Ash Barn School House Lane

TW/15/501947/FULL – Barn 50 m S of Yew Tree Farmhouse.

TW/15/505405/LBC – Rectory Park, Rectory Park Road.

TW/15/501440/FULL – Orchard Business Park, Furnace lane.

TW/15/501929/FULL – Mouse Trap Farm, Churn Lane

#### **Refused.**

TW/15/506686/FULL – Park Farmhouse, Small bridge Road

TW/15/506094/FULL – Poplars Lodge, Churn Lane.

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

None.

## 6. PARISH COUNCIL FINANCE

### 6.1 **Parish Council Accounts to 4<sup>th</sup> October 2015**

The Clerk presented the accounts below covering the period up to 4<sup>th</sup> October to the Council. Cllr March proposed acceptance, seconded Cllr Russell. Unanimous

**Horsmonden Parish Council Accounts as at 4th October 2015**

Current account b/fwd 07.09.2015  
 Deposit account b/fwd 07.09.2015  
 Interest received (Deposit Account)

**Balances**

£ 49,370.87  
 £ 60,004.37

Item	Ref	Receipts	Payments
BT Parish Office telephone and Broadband	D/D		£ 154.90
EDF - electricity for public conveniences	D/D		£ 152.00
St Margaret's Churchyard maintenance - s.137	401565		£ 600.00
Ready call donation for welcome pack	401566		£ 50.00
Mrs L Noakes - September salary plus overtime	S/O		£ 1,014.84
HM Revenue and Customs - Tax and NI L Noakes sept	401567		£ 159.44
HM Revenue and Customs - Tax and NI L Noakes July	401568		£ 69.17
Mr C J Couchman - clock and play area Sept	401569		£ 83.08
PKF Littlejohn LLP - external audit	401570		£ 360.00
SHS toilet cleaning - September	401571		£ 187.20
St Margaret's Churchyard maintenance - s.137	401572		£ 200.00
KENT Association of Local councils - training	401573		£ 72.00
Viking payments stationery	401574		£ 81.42
SSE Contracting Ltd - street lighting maintenance Sept	401575		£ 71.26
donation from social club for works to front way		£ 3,520.00	
Refund for half of silver band, from St Margaret's		£ 175.00	
Refund from E.On for overpayment		£ 477.14	
Payment of festival banner - Caton catering		£ 55.00	
All left over takings from festival		£ 596.72	
Payment of festival banner - Heath Stores		£ 35.00	
Payment of festival banners - Hart & Ardula		£ 165.00	
Second half of precept		£ 33,957.50	
Current Account as at 04.10.15			£ 85,096.92
Deposit Account as at 04.10.15			£ 60,004.37
		<b>TOTAL BANK:</b>	<b>£ 145,101.29</b>

**6.2 Council training costs.**

The Clerk confirmed that Cllr Jenkins had booked to go on the Councillors information day which KALC was running shortly. She reminded members that there is a training budget set aside for this purpose.

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

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

Cllr Stevens said that Highways seemed to have marked out a number of potholes and were keeping abreast with the work here.

Cllr March had received communications about a tree near 26 Orchard Way which had been cut down however the root had not been removed causing it to grow back and be problematic with the footpath. Cllr Russell will have a look at this.

## **8. ADMINISTRATION**

### **8.1 Emergency Planning and using the Village Hall as a Welfare Centre**

It was suggested that the letter to be sent out to the public should be signed by the Chair and should ask for the details to be posted back to the clerk or sent through by email. Cllr Stanton to change and bring back to next meeting. Copies would need to be printed at TLC and should arrange to be circulated with Heath stores news letter and parish Magazine.

### **8.2 Amenities vehicle**

The Council had been asked by TWBC if they wished to accept the offer of a fortnightly collection from the amenities vehicle at a cost of £814 per annum. The collections would be alternate, recycling and non recyclable rubbish. This was the outcome of all the parishes working together to try and find a suitable solution for the future of the service.

It was proposed by Cllr Davis that the PC accept the cost of £814 for this discretionary service, as it was better than no service at all, which was the alternative. Seconded Cllr Stevens. Unanimous.

### **8.3 Traveller incursions**

Following a spate of traveller incursions in the area, parishes had got together to see how they could mitigate some of the high costs involved when these matters arise. The Council had been invited to join up with other councils to pay into a fund whereby each council donated £500 per year to cover legal fees and court fees in such situations. Cllr Stevens proposed acceptance of Horsmonden Parish Council joining the fund. Seconded Cllr Russell. Unanimous.

### **8.4 Health watch**

Cllr March said she would bring this forward to the next meeting as time was running short.

### **8.5 Outside lighting and pathway outside Parish office at Village Hall**

It had been noticed that there did not appear to be an outside light which worked outside the parish office door, when it was dark. Clerk to get dome quotes for PIR sensor light and investigate.

### **8.6 Village Celebration 2016**

Already covered elsewhere.

### **8.7 Community Gardening**

The Clerk wanted to remind the council that it had money available for community gardening and that as they had not arranged any bulb planting this year, they may wish to consider other planting. It was suggested from Cllr March that Cllr Davis look into planting some new plants outside the Parish Toilets as some plants had died during the summer.

**8.8 Village Vision**

Dealt with already.

**9 CONSULTATIONS**

**9.1 Kent County Council Minerals & Waste Local Plan 2013-30 - Proposed Modifications Consultation[http://consult.kent.gov.uk/portal/mwcs/mwlp-submission/proposed\\_mods\\_consultation](http://consult.kent.gov.uk/portal/mwcs/mwlp-submission/proposed_mods_consultation) ends 12th October**

The Council had no comment on this matter

**9.2 Kent County Council Kent and Medway Safeguarding Adults Board - Draft Strategic Plan 2015-2018 <http://consultations.kent.gov.uk/consult.ti/KMSABStrategicPlan> ends 30th October**

The Council had no comment on this matter

**9.3 Kent County Council Broomhill Bank School - Public Consultation <http://consultations.kent.gov.uk/consult.ti/broomhill/consultationHome> ends 8th October**

The Council had no comment on this matter

**9.4 Tunbridge wells Borough Council - Cycling Strategy 2015-2020 [http://consult.tunbridgewells.gov.uk/portal/economic\\_development\\_regeneration/cycl/cycl](http://consult.tunbridgewells.gov.uk/portal/economic_development_regeneration/cycl/cycl) ends 2nd November**

The clerk was asked to bring this to the next meeting.

**10. CORRESPONDENCE/UPDATES**

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

No updates

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

Cllr Russell said that he would bring to the next meeting the Village Hall committee's comments on using the hall as a welfare centre.

The Clerk together with Cllr Davis, Hughes and Russell had met again with Chris Reed to discuss the Institute Lease. The Clerk had gone back to KCC Legal for more clarification on the lease and would report back in due course.

**The meeting ended at 10.36pm**