

HORSMONDEN PARISH COUNCIL

A PARISH COUNCIL MEETING WILL BE HELD IN THE VILLAGE HALL ON
MONDAY 3RD SEPTEMBER 2018 AT 7.30PM

AGENDA

Please note that although members of the Public and press may not orally report or comment about a meeting as it takes place, they may a) film, photograph or make an audio recording of a meeting; b) use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or c) report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

All members of the council are respectfully requested to ensure that they are familiar with the details of each item listed on the agenda, prior to the meeting, by reading the relevant papers and emails or following the links provided.

Declarations of Interest (in accordance with the Members' Code of Conduct): If a Member has a prejudicial interest, this should be declared at the start of the meeting. Personal interests may be declared at this point or alternatively can be declared at the time when the specific item is being discussed, if a Member wishes to speak on an item in which s/he has a personal interest. Members in doubt about such a declaration are advised to contact the Monitoring Officer before the date of the meeting.

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1. APOLOGIES FOR ABSENCE

3. 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.

4. MINUTES OF PREVIOUS MEETING

Agree the minutes of the Parish Council Meeting 2nd July 2018 & Planning Committee Meetings 17th July 2018 and 14th August 2018.

5. MATTERS ARISING (the council looks at matters ongoing from the last meeting - no decisions)

6. PARISH COUNCIL FINANCE/QUOTATIONS

- 6.1 Agree Parish Council accounts to 3rd September 2018 and settlement of invoices for this period (see appendix 1)
- 6.2 Chair to reconcile accounts with bank statement for period up to and including 3rd June 2018
- 6.3 Chair to reconcile accounts with bank statement for period up to and including 1st July 2018
- 6.4 Quotations to repair parking area kerb stones outside the Village hall
- 6.5 Quotations for replacing the front door to Village Hall
- 6.6 Dyno Rod quote for sealing drainage pipe work from Public toilets
- 6.7 Quote for repainting the doors in the public loos with anti-graffiti paint.
- 6.8 Quote for over seeding and fertilizer to Village Green
- 6.9 Grant application from Horsmonden Sports Club for grant towards mowing the sports ground.
- 6.10 Renewal of KALC membership for 2018/19

7. HIGHWAYS AND GROUNDS MAINTENANCE

- 7.1 Highways issues – footpaths, trees, roads, signs, verges, and markings
- 7.2 Grounds Maintenance - around the village
- 7.3 Street lighting – quotation for reducing the light from column 47 on the green.

8. ADMINISTRATION

- 8.1 Traffic Solutions. Update on current traffic project: agree the next steps and quotations.
- 8.2 Horse fair on the Green -9th September 2018
- 8.3 Autumn Festival on the Green - 6th /7th October 2018
- 8.4 WW1centenary event
- 8.5 Emergency planning – purchasing grab bags & discussing next stages of the plan.
- 8.6 Purchase of new first aid boxes and accident books for the parish office.
- 8.7 Neighbourhood Planning.
- 8.8 Christmas lighting 2018

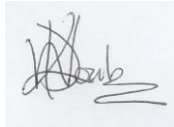
- 8.9 Community recycling – village footprint & Parish Council’s Sustainability policy
 8.10 GDPR and Data Protection– adoption of a Data Protection Policy for HPC, Social and Media policy. Awareness checklist for Parish Councillors, Hirers privacy statement for Village Green and new Village Green booking form.
 8.11 RoSPA report 2018 for play area- Any actions.
 8.12 Signing of Institute Lease and agreement of new signage

9. CONSULTATIONS

- 9.1 Kent County Council Draft Public Rights of Way Improvement Plan - consultation ends 12th September 2018 www.kent.gov.uk/rightsofwayimprovementplan
www.kent.gov.uk/rightsofwayimprovementplan

10. UPDATES (no decisions)

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



Lucy Noakes

Clerk to Horsmonden Parish Council, 01892 724989

17th August 2018

APPENDIX 1

Horsmonden Parish Council Accounts as at 2nd September 2018

	Balances
Current account with Co-operative Bank PLC b/fwd. 02.07.2018 (assuming all debits and credits have cleared the account)	£ 90,538.80
Deposit account with HSBC b/fwd. 02.07.2018 (assuming all credits and debits have cleared the account)	£ 291.01
interest on HSBC account	<input type="text"/>

Item	Ref	Receipts	Payments
Mark Sheppard - reimbursement for laptop for SID	402079		£ 299.99
PSR lighting & Signs Ltd - Maintenance June 2018	402080		£ 89.00
Business Stream 05/12/17-14/06/18 waste water toilets	D/D		£ 112.83
B&CE Holdings - The peoples Pension June & July	D/D		£ 62.04
Mrs L D Noakes- July Salary	S/O Flexi		£ 1,086.36
PSR Lighting & Signs Ltd - Maintenance July 2018	402081		£ 89.00
E. On - street lighting supply 01.04.18-30.06.2018	402083		£ 554.11
Play safety Ltd - RoSPA report for play area	402084		£ 79.80
MLM Consulting Engineers Ltd - traffic calming	402085		£ 2,070.00
Hurstway Construction co. Ltd - Institute Building	402086		£ 3,617.94
EJP Fire Protection - emergency lighting and fire protection checks	402087		£ 226.92
Viking Payments - stationery and cleaning equipment	402088		£ 136.90
HM Revenue and customs - July tax and NI	402089		£ 174.55
Specialist Hygiene Services Ltd July	402090		£ 204.61
Mr C Couchman - July invoice for clock and play area	402091		£ 103.85
B&CE Holdings -The Peoples Pension. August	D/D		£ 41.03
Mrs L Noakes - August salary plus overtime	S/O Flexi		£ 1,235.60
Ms J Stanton - August salary plus July hours	S/O Flexi		£ 731.83

HM Revenue and Customs - Tax and NI LDN & JS	402092		£ 287.36
Mr CJ Couchman - August clock and play area invoice	402093		£ 83.08
PSR Lighting and Signs LTD - August street lighting	402094		£89.00
Horsmonden Parish News - annual printing contribution	402095		£ 250.00
Ready Call Horsmonden - annual welcome pack contribution	402096		£ 50.00
British Legion Poppy Appeal - large poppies for lamp posts	402097		£ 36.00
Kent Association of Local Councils - Clerks conference	402098		£ 72.00
Kent Association of Local Councils - Clerks conference JS	402099		£ 72.00
Messenger mobile services - dyno rod for toilets	402100		£ 216.00
Gillet and Johnston (Croydon) Ltd	402101		£ 230.40
Playdale refund of over payment		£ 331.32	
VAT refund Oct2017-31st March 2018		£ 6,277.76	

Current Account with Co-operative Bank PLC as at 02.09.18
 (assuming all credits and debits have cleared the account) £ 84,845.68

All Accounts with HSBC as at 02.09.18
 (assuming all credits and debits have cleared the account) £ 291.01

**TOTAL
 BANK: £ 85,136.69**

Please note that in addition to this the Council holds a long-term investment of £70,000 with HSBC.