

**MINUTES OF AN EXTRAORDINARY MEETING OF THE PARISH COUNCIL**  
**HELD IN THE METHODIST CHURCH HALL at 7.30 P.M. ON TUESDAY 27TH AUGUST 2013**

**Present:** Cllr March(Chair)  
Councillors Davis, Russell, Kerrigan, Stevens, Lawrence and Cheesman.

**In attendance:** Lucy Noakes (Clerk)  
No members of the public were present.

**Declarations of Interest:**

Declarations of pecuniary and non-pecuniary interests in accordance with the Code of Conduct were invited. Cllr Russell declared that he was a BT shareholder, but it was considered that this would not affect his decision making on item 5 of the agenda

**1. APOLOGIES FOR ABSENCE**

Councillor Parker (unable to attend)  
Councillor Reed (unwell)

**2. PUBLIC SESSION**

There were no members of the public present.

**3. PUBLIC CONVENIENCES, MAIDSTONE ROAD**

The Council members considered the three quotation received, those being Cornford's Building Contractors at £40,835; STG Building Services at £44564 and Davis Builders Ltd at £56,518.86. Cornford's had however, said that they needed a contract period of 10 weeks to carry out the works and could not carry out the works during the requested timeslot commencing 1<sup>st</sup> October, whereas the other contractors had offered shorter timescales , commencing 1<sup>st</sup> October.

The Clerk telephoned Mr Bell to ask whether the council would need to retender the contract if they decided to go with the start date to 6th January 2014. Mr Bell said that this was not necessary as the offer to tender was not a legally binding contract.

The members discussed the problems associated with a longer/different timeframe for the works; those being the fact that the public toilets would be closed for a longer period, and the possibility of inclement weather upsetting the works. It was considered that inclement weather could occur just as easily in the timeframe before Christmas and that a notice could be displayed to point out to the public that the nearest public toilets were at Brenchley, as well as appropriate advertising within the village to explain that the toilets would be closed during this period. Cllr Stevens also suggested that the Council could ask the contractors if their own portaloos could be used by the public during the closure.

Following these discussions Cllr Russell proposed that the Parish Council award the contract for the refurbishment of the toilets to Cornford's Building Contractors, who had quoted £40, 835; on the basis that this was the lowest tender. This was seconded by Cllr Kerrigan. Unanimous.

Clerk to convey this to Mr Bell and ask if Cornford's would allow usage of their contractor's portaloos to the general public during the closure.

The Clerk also raised the point that Lynette Noakes had reported that the fence between her property and the toilets was leaning. In the past TWBC had apparently dealt with any problems regarding the fence. The Clerk had been unable to ascertain who owned the boundary from looking at the Land Registry documents. Cllr Cheesman and Stevens will look at the fence and see if they are able to sort out the problem.

**4. HORSEFAIR SEPTEMBER 2013**

Cllr March had attended a meeting with Kent Police and KHS officers. She had made it clear that HPC were not the event organisers or planners.

PC Kim White had reported to the Clerk prior to the meeting, that she now had a Village Green Booking form which had been completed by Mrs Vine, as well as a copy of the insurance certificate; however these had not yet been handed to the Clerk. PC White had not collected any cash deposit, as it was felt that this was a matter to be resolved between the organisers and the Parish Council. Cllr March had spoken to Mrs Vine, who agreed to come to the Parish Office with a cash deposit prior to the event.

Bill Forrester, the KCC Liaison, may be able to arrange for a refund of the costs incurred at last year's Horsefair, when plumbers had to be called to the public conveniences.

The organisers had arranged for a urinal to be deposited outside the toilets and for a skip to be put on the Green on Saturday 7<sup>th</sup> September. The organisers had confirmed that there will not be any stalls on the Green. A water container will be delivered by the organisers on Saturday. This would need a water supply. Cllr Kerrigan to find out from Kell if the club can provide a hose and supply to fill the container at least once. If not, Cllr Kerrigan will try to find an alternative source around the Green. Cllr Kerrigan to confirm to Clerk so that she can let Mrs. Vine know.

Local PCSO's will deliver notices to those living around the Green and Gibbett Lane, asking them not to park there on Sunday 8<sup>th</sup>.

Cllr Lawrence to open the gate to the Green at 7.30am on Sunday 8<sup>th</sup> and the Clerk to lock it again at 7.30pm.

The organisers have arranged for a road closure between the crossroads and Morley Drive for trotting, however the police are not planning to man this, as in previous years. There will be a temporary police Headquarters at the primary school. The RSPCA may be present to advise on worming and vaccinations etc. Heath Stores plan to serve customers from a pop up shop outside the entrance to the shop, but all other facilities will be closed.

There are no Parish Councillors available to attend on the day, therefore it was suggested that Cllr Kerrigan ask Mrs Kelly in Clock view Cottage if she might report back to the PC, after the event.

Based on the above information, it was proposed by Cllr Kerrigan that the PC accept the Village Green Booking provided the forms; insurance certificate and cash deposit are submitted and correctly received by the clerk prior to the event. Seconded, Cllr Stevens. Unanimous.

## **5. COMPUTERS/BROADBAND AT THE INSTITUTE.**

The PC had originally looked at quotes from BT and Call Flow to provide broadband at the Institute. Although the PC had agreed to use Call Flow, it had now come to light that they could not provide any filtering for this service.

Cllr March had ascertained during her recent Ward Walks that there was a call for local tuition on using the internet, especially with the elderly population, and this could become more important if the Post Office were no longer in the village.

Cllr Kerrigan had investigated BT costs and found that they could provide a standard filtered package at a cost of £15.45(net) line rental per month plus £16(net) per month broadband fee. This could be up taken as a 12month package, or for 18 months with the first 6 month free of charge. The PC were wary of entering into any contract longer than 12 months in case there were any unforeseen problems such as internet speed or broadband width. The package included a free hub, and free updating of the wall socket at the club.

It was proposed from the Chair that the PC use BT as their provider for broadband. Unanimous.

It was then proposed by Cllr Stevens that the PC enter into a 12 month package with BT, at £31.45 (net) per month. Seconded Cllr Davis. Unanimous.

Clerk to contact Call flow and cancel the contract with them. Cllr Kerrigan to contact BT to organise installation and negotiate any further savings as the PC is already a customer with BT.

**The meeting closed at 9.00pm**