

# HORSMONDEN PARISH COUNCIL

A PARISH COUNCIL MEETING WILL BE HELD IN THE VILLAGE HALL ON  
MONDAY 9<sup>TH</sup> APRIL 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

### 2. NEIGHBOURHOOD PLANNING

Members of the group formally agree to the Neighbourhood Plan Terms of Reference and sign. Members of the group agree to abide by the code of conduct and sign the Declarations of Acceptance of office.

### 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 5<sup>th</sup> March 2018 & Planning Committee Meeting 20<sup>th</sup> March 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 31<sup>st</sup> March 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 4<sup>th</sup> February 2018
- 6.3 Chair to reconcile accounts with bank statement for period up to and including 4<sup>th</sup> March 2018
- 6.4 Parish play area. Quotations to renew/upgrade some equipment in line with RoSPA report and recent observations. (£106 monies available).
- 6.5 Quotations to appoint a DPO under GDPR. Moving forward with GDPR compliance.

### 7. PLANNING APPLICATIONS

i) Current applications awaiting consideration by the council:

Planning Application No:	TW/18/00268/FULL
Proposal:	<a href="#"><u>Loft Conversion, new rooflights, new doors and single storey side extension</u></a>
Location:	Elphicks Oast Spelmonden Road Horsmonden Tonbridge Kent TN12 8EL

ii) Any other planning business (discussion only - no decisions can be made)

### 8. HIGHWAYS AND GROUNDS MAINTENANCE

- 8.1 Highways issues – footpaths, trees, roads, signs, verges, and markings (Lorries on Horsmonden Lanes, white lining)

8.2 Grounds Maintenance – update on the village green treatments & mowing. Decision on the Red Oak on the Village Green.

**9. ADMINISTRATION**

- 9.1 Traffic Solutions- update on recent traffic accident at the crossroads. Update on current traffic project: agree the next steps and quotations.
- 9.2 Emergency planning
- 9.3 Parish Council use of Facebook
- 9.4 Agree an Investment strategy for future council use.
- 9.5 Co-option procedure for new councillor
- 9.6 Interview procedure for assistant clerk

**10. CONSULTATIONS**

- 10.1 Ministry of Housing ,Communities and Local government [Draft revised National Planning Policy Framework consultation](#)
- 10.2 Ministry of Housing ,Communities and Local government [Supporting housing delivery through developer contributions](#)
- 10.3 Ministry of Housing ,Communities and Local government [Section 106 planning obligations and the CommunityInfrastructure Levy in England, 2016 to 2017: report of study](#)
- 10.4 Refresh of Kent Joint Municipal Waste Management Strategy - deadline 27 April  
[http://www.kent.gov.uk/\\_data/assets/pdf\\_file/0005/79358/Kent-Joint-Municipal-Waste-Management-strategy-consultation.pdf](http://www.kent.gov.uk/_data/assets/pdf_file/0005/79358/Kent-Joint-Municipal-Waste-Management-strategy-consultation.pdf)

**11. ITEM OF A CONFIDENTIAL NATURE TO BE DISCUSSED UNDER STANDING ORDER 11 OF THE COUNCIL.**

**12. UPDATES (no decisions)**

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



**Lucy Noakes**

Clerk to Horsmonden Parish Council, 01892 724989

04<sup>th</sup> April 2018

**APPENDIX 1**

**Horsmonden Parish Council Accounts as at 31st March 2018**

	<b>Balances</b>
Current account with Co-operative Bank PLC b/fwd. 05.03.2018 (assuming all debits and credits have cleared the account)	£ 96,520.20
Deposit account with HSBC b/fwd. 05.03.2018 (assuming all credits and debits have cleared the account)	£ 2.43
<b>Long term Bond with HSBC</b>	<b>£70,000.00</b>
interest on HSBC account	<input type="text"/>

Item	Ref	Receipts	Payments
EDF Energy - electricity for Village Green Box	D/D		£ 43.00
BT - phone, mobile and broadband	D/D		£ 250.81
B&CE Holdings - The Peoples Pension -Feb & March	D/D		£ 30.11
Mrs L Noakes-March salary plus overtime and petrol	S/O Flexi		£ 1,274.12
Specialist hygiene services - Feb cleaning toilets	402013		£ 204.61

Specialist hygiene services - March Cleaning toilets	402014	£ 204.61
SSE Contracting Ltd - Sept - March street lighting maintenance	402015	£ 498.82
SSE Contracting Ltd - Electrical & corrosion testing	402016	£ 1,658.18
The Wealden Advertiser - advert for assistant clerk	402017	£ 411.84
Mrs C Davis - refund for refreshments for litter pick	402018	£ 22.72
Darren Terry - Grovehurst Plumbing & Heating- water heater	402019	£ 254.00
EJP Fire Protection Ltd - replace emergency lights at Institute	402020	£ 228.00
Horsmonden Village hall - Hire of hall for NH Planning	402021	£ 232.49
Feria Urbanism - NH plan consultancy tasks 1-4	402022	£ 6,541.20
St Margaret's church - Hire of hall - NH planning	402023	£ 22.50
E.On - festive lighting 2017-18	402024	£ 13.81
Mr C J Couchman - March clock and play area	401025	£ 103.85
Mrs L Noakes - refund for flowers	402026	£ 11.99
HM Revenue and Customs - Tax and NI L Noakes March	402027	£ 305.61
Horsmonden Historical Society - grant for fireproof cabinet	402028	£ 1,000.00
Arron Services - annual computer service contract	402029	£ 510.00
Bourne Sport Ltd -VG herbicide & Fertilizer	402030	£ 456.00
Horsmonden Village Hall - annual charges for hire of VH	402031	£ 672.00
Kent County Council - Supply and installation of SID	402032	£ 8,237.12
Invicta Law - legal works on social club lease	402033	£ 1,586.40
Mr W Filtness - Cleaning noticeboards, shelter, benches	402034	£ 90.00
Ready Call Horsmonden - donation	402035	£ 50.00

Current Account with Co-operative Bank PLC as at 31.03.18

£ 71,606.41

(assuming all credits and debits have cleared the account)

All Accounts with HSBC as at 31.03.18

£ 70,002.43

(assuming all credits and debits have cleared the account)

**TOTAL**

**BANK: £141,608.84**