

MINUTES OF HORSMONDEN PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL at 7.30 P.M. ON MONDAY 4TH MARCH 2013

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

In attendance: Lucy Noakes (Clerk)
6 members of the public

Cllr McDermott (TWBC) for part of the meeting
Cllr King (KCC) For part of the meeting
2 officers from Kent County Council (KCC) For part of the meeting

Declarations of Interest:

Declarations of pecuniary and non-pecuniary interests in accordance with the Code of Conduct were invited. Cllr Parker registered an non prejudicial interest in TW/13/00255 & TW/13/00256/LBC as the property can be viewed at a great distance from her house. Cllr Cheesman registered an interest in TW/13/00321/LBC SE2.

1. APOLOGIES FOR ABSENCE

Cllr Russell – unwell.

2. PUBLIC SESSION

Cllr March proposed that item 9.2 ‘Experimental order for weight restriction (7.5 tonnes) on roads’, should be brought forward as the guests from KCC would perhaps be able to assist in answering some questions on this topic. Unanimous.

Cllr March explained that the PC was anxious to see how KCC intended to monitor the affects of the experimental order through the villages surrounding Yalding. Ben Hilden from KCC explained that he personally would be in charge of monitoring these roads. Once the trial period of 6 months has come to and end Mr Hilden will put together a pack for the Maidstone Transportation Board which will enable them to decide if the order should stay in force. Mr Hilden explained that the order is difficult for Kent Police to enforce as it means following HGV vehicle’s to their destination in order to see where their business take place. Mr Hilden will be looking for feedback from Kent Police during the trial period.

Cllr March explained that HPC already had figures from a traffic count which was carried out in November 2012 and that HPC would like a further traffic count to be carried out so that the effects can be seen. Cllr Kerrigan pointed out that a further traffic count would only be truly comparable if carried out at the same time of year, as Horsmonden has quite a large amount of seasonal HGV traffic connected to local farming in the area. Mr Hilden pointed out that the consultation period ends in September, so any survey done in November would possibility be too late to be included in his figures for report to the Transportation Board. It was suggested that Mr Hilden could request that the consultation period be extended to end of November.

Mr Hilden explained that it was very important that the Parish feed back their findings during the consultation period. It was suggested that parish networks like Mr Kellas’ email listing and Parish News be used to let parishioners know about the Experimental order and ask them to write in with comments.

Cllr King agreed to finance the costs of another traffic survey in Horsmonden at a convenient time, and it was suggested that this be carried out via Village Vision. Mr Hilden to find out before the next PC meeting if the consultation period van be extended to end of November 2013.

Cllr March proposed that item 7.1 ‘Highways’ be brought forward. Unanimous.

Mr Bourner from KHS was present and gave a brief update on the current situation at KHS.

There was an extra allocation of monies available to find and fix potholes, which meant a lot of repairs are currently being carried out to roads. The snow clearing had gone well in the local area

over the last winter period and thanks were given to those people who took part in this .Mr Bourner said that gulley clearing was now to be carried out on a rota basis with a whole area being cleared at a time rather than KHS coming out to do individual gullies. He would let the clerk know when Horsmonden was scheduled for gulley clearing.

Cllr Stevens questioned Cllr King on health and safety issues, pointing out that all businesses have to put in place management strategies to ensure Health and Safety in order to prevent accidents form happening, however he felt that with KHS it seemed that safety measures could only be carried out when accidents had already happened. Cllr King explained that this was largely due to a limited amount of funds being available due to tax freezes. Unfortunately owing to this situation and the current economic climate, KCC has to prioritise over where monies can be spent and priority tends to go to those areas where frequent accidents have already occurred and been documented.

Mr Jolley the Tree warden came to update the PC on the latest news. He explained that at present there are approximately 20 serious diseases and pests affecting trees in the UK and it has been suggested that as Global warming gets worse, this figure will increase. Some trees will however manage to survive.

The public must be aware and vigilant and report damage to trees when noticed. There will be a better idea as to how local trees have been affected by these diseases and pests when the trees come into leaf a little later in the year. There is no obligation for damaged trees to be replaced, but it is advisable in order to retain numbers. Parishioners with affected trees will need to decide if they should cut down a tree or leave it to see how it recovers and specialist advice may be needed. Mr Jolley said he would provide some information for the clerk to put in the parish news article.

3. MINUTES OF PREVIOUS MEETING

Minutes of the Parish Council Meeting Monday 4th February 2013 and Minutes of the special meeting Tuesday 12th February 2013.

The minutes of the meeting held on 4th February were presented to the meeting and taken as read. It was proposed from the Chair that these be accepted, unanimous.

The minutes of the Special meeting held on 12th February were presented to the meeting and taken as read. It was proposed from the Chair that these be accepted, unanimous.

5. PLANNING

It was proposed from the Chair that item 5. ‘Planning’ should be brought forward in the following order, as there were interested parties in the public audience. Unanimous.

Planning Application No:	TW/13/00255/HOUSE/SE2
Proposal:	Alterations to Grade II Star including removal of 20th Century rear addition and relocation of west court yard door, alteration of existing west range to accommodate new kitchen and first floor bedroom; Alterations to west range first floor ceiling structure to form new galleried bedroom; Alteration of existing 20th Century pool house to accommodate new 25m pool and reinstatement of history bothy adjacent to accommodate gym/plant room
Location:	Rectory Park Rectory Park Road Horsmonden Tonbridge Kent
Recommendation:	Approval
Proposed:	Cllr Stevens, seconded Cllr Cheesman. Unanimous.
Comments:	Acceptance on the grounds of maintaining the building as a family house. The external works are not detrimental to the history or character of the property.

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Planning Application No:	TW/13/00256/LBC/SE2
Proposal:	Listed Building Consent - Alterations to Grade II Star including removal of 20th Century rear addition and relocation of west court yard door, alteration of existing west range to accommodate new kitchen and first floor bedroom; Alterations to west range first floor ceiling structure to form new galleried bedroom; Alteration of existing 20th Century pool house to accommodate new 25m pool and reinstatement of history bothy adjacent to accommodate gym/plant room
Location:	Rectory Park Rectory Park Road Horsmonden Tonbridge Kent
Recommendation:	Approval
Proposed:	Cllr Cheesman, seconded Cllr Stevens. Unanimous
Comments:	Approval in principal to the objectives of the LBC with the understanding that it is closely monitored and subject to the Conservation Officers' report. The Parish Council has a concern about the relocation of the West Court Yard door.

Planning Application No:	TW/13/00321/LBC/SE2
Proposal:	Listed Building Consent: Repairs to barn. Concrete floor to be constructed in one bay to match other bays
Location:	Barn Outbuilding& Former stables, Poplars Farm, Churn Lane, Horsmonden, Kent
Recommendation:	Approval
Proposed:	Cllr Reed, seconded Cllr Kerrigan. Unanimous
Comments:	This is a necessary work to conserve a historic building. Subject to the Conservation architect's approval.

5.2 **Report of Permissions Granted and Refused.**

No applications reported .

Appeals lodged/granted/refused

Manor Farm – TW/12/00866 – Livestock Building Office and store. The Appeal was allowed and permission granted.

OS Plot 7526 Furnace Lane, Horsmonden – TW/12/02014/FUL - Development of three horse and two pony stables and ancillary storage with hard standing. Appeal lodged.

5.3 **Other Planning matters.**

The Parish Council had received a copy of a letter sent by Mr Stubbings to Affinity Sutton, the developers of Willard's Place. In the letter Mr Stubbings showed concern that ball games could end up being played on the amenity land to the right hand side of the entrance of the development. Mr Stubbings requested that the developer put some signs up to prevent this from happening, as he feared it would create a noise nuisance for himself and other neighbouring property owners. The clerk had received communication from Mr Beard at Affinity Sutton to suggest that they intended to let the grass grow quite long in this area to encourage wild flower growth and that the intention for his area was amenity land, which did not include ball games. He said

that he would speak to his housing managers about erecting the installation of suitable signage to indicate that ball games were not allowed here.

Clerk to confirm to Mr Stubbings that the PC has had this communication form Affinity Sutton.

The land at the entrance of the Manwarings was also discussed again by the council as there had been concerns raised over the continuous parking of a car on an area of land next to 1 Heathleigh Cottages, which had now been covered in shingle, even though this land had previously been grassland. It was believed by the PC that this land belonged originally to the developers who built The Manwarings. TWBC had responded that no planning breach had occurred as the owner of 1 Heathleigh cottages had not altered the kerbing in order to park his car there.

It was suggested that this land may belong to KCC and therefore the Clerk should inform KCC about the current usage of this land.

4. MATTERS ARISING

Computers at the Social Club/Institute -Cllr Reed had spoken to Call Flow who are soon to erect a mast on Goudhurst Church. They can provide broad band and router for £17.49 plus VAT per month and it will cost £82.50 plus VAT to put up the receiver and connect. It was assumed that a telephone line and socket would not be needed in addition to this, but Cllr Reed will check on this. It was proposed by Cllr Reed that the council follow this option for broadband at the club as it was cheaper than other providers who had quoted. Seconded Cllr Kerrigan. Unanimous.

Clerk to email Mr Kellas to say that it is the intention of the PC to go with this option in the next 4 weeks or so.

First Registration of the Village Green - Clerk had now heard from Land Registry to say that they would still only offer a qualified title. Clerk to find out how other councils have done this and Cllr Kerrigan will also look into the legal side of this.

Community Gardening Scheme –Cllr Davis had ascertained that there was a strip of lilac crocus’ about 4metres wide down the east side of the green, but very few crocus bulbs on the west side and none on the north side. It was therefore suggested that the council would go ahead as planned with the yellow crocus planting in May/June. Cllr Parker was still trying to get interest in the project around the village. Cllr Parker to look at planters for village entry areas.

Conservation Area Map – no further developments had been made on this.

Christmas Lights – The Council were open to suggestions and ideas from parishioners.

Parish News – The Parish News seems to have been very successful over the last few months.

Institute Building – It was suggested that the PC deal with putting broadband into the building first and then negotiate with the club about the possibilities of issuing a lease/trust.

6. PARISH COUNCIL FINANCE

6.1 **Parish Council Accounts to 3rd March 2013**

The Clerk presented the accounts up to and including 3rd March 2013, as shown below, to members of the council and the public. It was proposed by the Chair that the accounts be accepted and the vote for this was unanimous.

Horsmonden Parish Council Accounts as at 3rd March 2013

	Balances
Current account b/fwd 4.02.2013	£ 260.22
Deposit account b/fwd 4.02.2013	£ 76,292.83
Interest received (Deposit Account)	_____

Item	Ref	Receipts	Payments
BT Internet services - internet connection	D/D		£ 50.40
LD Noakes February salary	S/O		£ 665.75
HM Revenue and Customs - Tax and NI L Noakes	401185		£ 10.69
Mr S Jones - scavenging Feb 2013	401186		£ 61.52

Mr C J Couchman - clock and play area Feb	401187		£ 80.48
Mr L Bateup - mowing the Village Green 2012	401188		£ 323.00
Mrs L Noakes - refund for stamps	401189		£ 50.00
SSE Contracting lighting maintenance for Feb 2013	401190		£ 71.26
KCC Legal services - November Legal fees	401191		£ 21.60
The Society of Local Council Clerks	401192		£ 114.00
Specialist Hygiene ServicesLtd - cleaning for Feb	401193		£ 178.71
UK Power Networks Ltd - Power transfer	401194		£ 384.00
Mrs L D Noakes - refund printer paper and cartridges	401195		£ 50.95
EJP Fire protection - institute fire system	401196		£ 210.00
Interest on Current account	05.02.2013	£ 0.41	
Payment for electricity for Nativity	27.02.2013	£ 7.45	

Current Account as at 3.03.13 £ 2,995.72
Deposit Account as at 3.03.13 £ 71,292.83

TOTAL
BANK: £ 74,288.55

6.2 **Quotations for maintenance contract for Village Green.**

The clerk had obtained three quotations for maintenance of the Village Green at Horsmonden. However, the Chair had still not yet heard from Martin Devenish (the Chair of the Sports Club) to say how the Sports Club intended to proceed with maintenance of the sports ground. Some members of the council expressed a keenness to stay with Dukes for all maintenance aspects as they had provided a good service in the past. It was decided that the Clerk should ask Dukes if they could renegotiate the mowing costs if taking this on with everything else, and also find out how much the other tenderers would charge for replanting the planters on the green as it was not now likely that these could be included in the Community gardening scheme. A decision will need to be made at the April 2013 meeting.

6.3 **Proposed audit programme for 2013/14**

The Clerk had received a letter from KCC Audit which outlined the details of the proposed audit for 2013/14. The Council were happy with these details.

7. **HIGHWAYS AND GROUNDS MAINTENANCE**

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

Clerk to find out from Earl Bourner when the gully cleaning programme would come to Horsmonden. Cllr Stevens suggested that the Council may wish to look into whether it was possible to put a section 4 notice on the field next to Kirkins Close as it was so overgrown and presented an opportunity for fly tippers. Clerk to find out from TWBC.

7.2 **Street lighting**

The Clerk reported that a couple of the street lights had faults and that she was chasing SEC to come and deal with these. The new street light on the Goudhurst Road now needed connecting by EDF and another street light in Furnace Lane needed EDF to come and carry out some works on it.

8. **ADMINISTRATION**

8.1 **Village Green Booking -Oliver Kelly Fitness on the Green. Extension of current Village Green bookings.**

Mr Kelly had filled in a booking form and asked if he could extend his booking to Wednesday morning classes as well as the usual Saturday morning classes. The Clerk already had a deposit cheque and insurance certification. The Chair proposed acceptance of this. Unanimous.

8.2 Village Green Booking - Crosses on the Green for 29th March 2013.

Mr Bell had filled in a booking form and provided a deposit cheque for the Easter crosses on the green with service. The Clerk already had a copy for the Churches insurance certification. It was proposed by Cllr Parker that this be allowed and seconded by Cllr Reed. Unanimous.

8.3 Village event on the Green -weekend of 15th June 2013 –Agreement of details of event and expenditure. The weekend includes a separate booking for Songs of Praise on the Green for 16th June 2013

The Clerk had received notification from the insurance company that although this event was covered under the PC's insurance, there would need to be a risk assessment for the whole event and stall holders would need to show evidence of their insurance certification. Any other professionals who took part would need to show insurance certification and relevant hygiene certificates, if dealing with food. Clerk to let Sara Foster know about this and Council to continue to arrange with volunteers assuming all these criteria can be met.

8.4 Horsefair

It was suggested that the Clerk should write to the Horsefair organisers one more time to remind them of the unsettled debt and explain that bearing in mind the Horsefair organisers may wish to book the Green again for an event in September 2013, the current debt would have to be settled before any future bookings could be taken. Cllr Kerrigan proposed that the Clerk carry out this suggestion and copy this letter to the police liaison officers. Seconded Cllr Davis, unanimous.

8.5 Village Green Booking form – examination of form wording.

It was widely felt that the wording of the form seemed appropriate for all users and should be left as it currently stands.

8.6 Land registry notice regarding an Application to incorporate Parish Council land to residential curtilage

The Clerk was still trying to find out how KCC would be dealing with this matter. Bring back to April meeting.

8.7 Public conveniences

The Clerk had received further correspondence from Andrew Bell needing decision. It was suggested that this be incorporated into the Planning Meeting to form a special meeting on 19th March, as there was too much to discuss at this stage in the PC meeting.

8.8 Farmers Market

The clerk had heard from Mr Goff that the Farmers market would now remain in the Village Hall until the weather was better. The organisers may pursue their idea of putting stalls around the edges of the Green another winter, but had decided not to pursue this idea at present.

8.9 Horsmonden Parish Council - By election.

Following Cllr Jones' sad death, the Council had advertised the vacancy in the normal way, as set out by TWBC. As more than 10 parishioners had now written to TWBC requesting an election, this position could not now be filled by co-option, but must be filled by nominations to TWBC followed by a by-election if there is more than one nominee.

The Clerk explained that the Council must now decide how they wish to let parishioners know about an election should there need to be one. Cllr Parker proposed that election cards should be printed and sent out by second class post to each elector of the parish. This was seconded by Cllr Stevens. Unanimous.

9. CORRESPONDENCE/UPDATES

9.1 Chairman's update

Cllr March explained that there was to be a Public enquiry about the dualling of the A21 (Tonbridge to Pembury) and this would take place in May 2013 for about 3 weeks. She will update the council with further details about this as soon as she can.

9.2 Experimental order for weight restriction (7.5 tonnes) on roads.

Already dealt with previously.

- 9.3 **Kent Minerals and Waste Local Plan: Proposed Mineral Safeguarding Areas** www.kent.gov.uk/mwdf
Cllr Davis to read and respond.
- 9.4 **Changes to the management of Public Rights of Way in Kent.**
The Clerk had received a letter regarding changes to the Public Rights of Way team; however it was not thought that these would greatly affect the way things were carried out.
- 9.5 **Notification of Kent Lane Rental Scheme coming in to effect** [http://www.kent.gov.uk/roads and transport/highway maintenance/lane rental scheme.aspx](http://www.kent.gov.uk/roads-and-transport/highway-maintenance/lane-rental-scheme.aspx)
The clerk had now received a letter confirming that the Kent lane Rental scheme had now come into effect.

The meeting closed at 11.15pm