

HORSMONDEN PARISH COUNCIL

A PARISH COUNCIL MEETING WILL BE HELD IN THE VILLAGE HALL ON
MONDAY 5TH DECEMBER 2016 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.

Copyright Notice - Plans, drawing and material submitted to the Council are protected by the Copyright Acts (Section 47, 1988 Act). You may only use material that is downloaded or printed for consultation purposes; to compare current applications with previous schemes and to check whether developments have been completed in accordance with approved plans. Further copies must not be made without the prior permission of the copyright owner

1. **APOLOGIES FOR ABSENCE**
2. **CO-OPTION**
Formal co-option of new parish Council member, Mrs Alison Larkin
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 7th November and 22nd November 2016
5. **MATTERS ARISING (no decisions)**
6. **PARISH COUNCIL FINANCE**
 - 6.1 Agree Parish Council accounts to 4th December 2016 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 6th November 2016
 - 6.3 Decide how to reinvest the monies from maturing bond with HSBC
 - 6.4 Refurbishment costs for parish Office (estimated costs)
 - 6.5 Administration of pension calculations and payment after 1st April 2017 (sageone payroll?)
7. **PLANNING APPLICATIONS**
 - i) Current applications awaiting consideration by the council:

Planning Application No:	TW/16/06933/FULL
Proposal:	<u>Conversion of B1 Office to C3 Dwellinghouse; Alterations to internal layout and fenestration</u>
Location:	Unit 2 Orchard Business Park Furnace Lane Horsmonden Tonbridge Kent TN12 8LX

Planning Application No:	TW/16/07243/LBC
Proposal:	<u>Listed Building Consent - Removal of existing range and Aga and reinstate original inglenook</u>
Location:	Broadford Goudhurst Road Horsmonden Tonbridge Kent

Planning Application No:	TW/16/07233/FULL
Proposal:	<u>Dropped kerb outside front of property</u>
Location:	Wayside, Maidstone Road, Horsmonden

- ii) Applications granted and Refused.
- iii) Other Planning matters

8. **HIGHWAYS AND GROUNDS MAINTENANCE**
 - 8.1 Highways issues – footpaths, trees, roads, signs, verges, and markings
 - 8.2 Street lighting
9. **ADMINISTRATION**

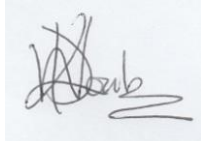
- 9.1 Council to agree a Terms of reference for the Planning committee
- 9.2 Council to agree a Terms of reference for Finance/personnel/risk assessment committee
- 9.3 Consider and act upon the RoSPA report following the inspection of the parish play area
- 9.4 Traffic solutions update
- 9.5 The Institute – moving forward with the lease arrangements.
- 9.6 Emergency planning – update and next steps.
- 9.7 Does the Council wish to participate in the Volunteer Community Warden service?

10. CONSULTATIONS.

- 10.1 Restorative Justice Survey deadline 9th December 2016

11. UPDATES (no decisions)

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



Lucy Noakes

Clerk to Horsmonden Parish Council, 01892 724989
28th November 2016

THE PUBLIC AND PRESS ARE WARMLY INVITED TO ATTEND THE MEETING

APPENDIX 1 - 05.12.2016

Horsmonden Parish Council Accounts as at 4th December 2016

		Balances	
Current account with Co-operative Bank PLC b/fwd 07.11.2016 (assuming all debits and credits have cleared the account)		£ 87,881.74	
Deposit account with HSBC b/fwd 07.11.2016 (assuming all credits and debits have cleared the account)		£ 60,561.30	
Interest received (Deposit Account)			
Item	Ref	Receipts	Payments
Chiddingstone Parish Council	401796		£ 305.77
B&CE Holdings - pension set up costs	D/D		£ 600.00
Clearview Windows - cleaning benches etc VG	401797		£ 50.00
Specialist Hygiene Services Ltd- October cleaning	401798		£ 187.20
J Ralph Stevens Ltd - removal of lights from trees	401799		£ 120.00
Kent County Council - legal fees October	401800		£ 486.00
Playsafety Ltd - RoSPA Report for play area	401801		£ 79.80
Tunbridge Wells Borough Council - Amenities vehicle	401802		£ 976.80
Locks4All - mend lock on parish toilet	401803		£ 59.00
Mrs L D Noakes - salary for November 2016	S/O flexi		£ 1,019.04
HMRC - Tax and NI Mrs L D Noakes - November	401804		£ 150.85
Mr C J Couchman - Novembver clock and play area	401805		£ 83.08
SSE contracting ltd November payment	401806		£ 71.26
Interest on current account		£ 4.71	
VAT refund for first half of year		£ 2,189.14	
Current Account with Co-operative Bank PLC as at 04.12.16 (assuming all credits and debits have cleared the account)		£ 85,886.79	
Deposit Account with HSBC as at 04.12.16 (assuming all credits and debits have cleared the account)		£ 60,561.30	
TOTAL BANK:		£ 146,448.09	
