

HALSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 10 AUGUST 2009 AT 19.45 IN THE PAVILION, STATION ROAD, HALSTEAD

PRESENT: Cllr. David Taylor, Chairman of Council
Cllr. Jeff Baldwin
Cllr. Tony Bent
Cllr. Barrie Blundell
Cllr. Brooker, Vice Chairman of Council
Clr. Karen Grosvenor
Cllr. Christine Halliday

IN ATTENDANCE: Clerk, District Cllr. John Grint, 4 parishioners

The meeting convened at 19.45

1 APOLOGIES.

All councillors were present. District Councillor Williamson had sent this apologies.
Councillors signed the Attendance Register

2 CO-OPTION OF MR BARRIE BLUNDELL

Cllr. Blundell made his Declaration of Acceptance of Office and provided his completed Register of Interest and Gifts & Hospitality return.

3 DECLARATIONS OF INTEREST ON AGENDA ITEMS

Cllr. Halliday declared a Personal Interest in item 5.6 Halstead Football Club, her son is a member and item 7 Clerk's Report references to Halstead Place School development, she lives near the site.

Cllr. Blundell declared a Personal and Prejudicial Interest in item 7 Clerk's Report references to Halstead Place School development, he lives opposite the site.

Cllr. Brooker declared a Personal Interest in item 5.6. Halstead Football Club, his son is a member.

Cllr. Baldwin declared a Personal Interest in item 9 Fort Halstead, he was once employed on the site.

4 RESOLVED: The Minutes of the Parish Council Meeting of Council held on Monday 13 July 2009 were Approved and Signed as a True Record

4.1 RESOLVED: The Minutes of the Extraordinary Parish Council Meeting of Council held on Thursday 6 August 2009 were Approved and Signed as a True Record

5 FINANCE

5.1 RESOLVED: That the Accounts as itemised be paid

Proposed by **Cllr. Halliday** seconded by **Cllr. Grosvenor**, carried unanimously.

Payments include VAT where relevant.

CQ857 AJM Tree - fell tree Recreation Gd; remove branch lime tree £ 276.00

CQ858 SDC Refuse collection 29/6/09-27/7/09 £ 37.21

CQ863 Mr Terry Halliday, Amenity Mowing & Strimming, 4 cuts £ 660.00

CQ859 Clerks expenses incurred while carrying out her duties:

Internet, monthly allowance £ 15.50

Postage £ 18.72

Mileage: Training Wingham 112 miles

1 x SDC Community Centre @ 10;

3 x Bank @ 11= 155

£ 62.00 £ 96.22

DD EDF Pavilion £ 29.00

DD EDF Parish Room £ 19.00 £ 48.00

Salary payments:

CQ862 Mrs King Scott, Clerk + 5 hrs o/t (Course Wingham)

CQ860 Mrs Bashford, cleaner

CQ861 Miss Turner, cleaner

TOTAL PAYMENTS as at 10 August 2009 £2209.91

The cheques were signed at the close of the meeting by **Cllrs. Halliday and Brooker.**

5.2 Receipts:

V943 Houssein, Pavilion (Inv 36) £ 50.00

V943 Keeper, Parish Room/Pavilion (Inv 3&9) £ 90.00

V944 Owen, Pavilion (Inv 38) £ 31.25

V944 Lewis, Parish Room (Inv 35) £ 37.50

V945	Homesdale Cricket Club - window (inv 37)	£ 105.00
SO	The Kent Pub/Rose & Crown - sponsorship flower beds	£ <u>25.00</u>
	TOTAL RECEIPTS as at 10 August 2009	£ 338.75

5.2.1 Quarterly accounts April - June 2009 - **noted**

5.3 Bank Mandate - alterations

A motion was put by Cllr. David Taylor that Cllr. Barrie Blundell be added as a signatory on the Parish Council bank account, carried unanimously.

It was **Resolved** that Cllr. Barrie Blundell should be added as a signatory on the Parish Council bank account.

5.4 It was **Resolved** that Cllr. Barrie Blundell should become a member for the Finance Committee.

5.5 It was **Resolved** that the Finance Committee would meet on Wednesday 26 August 2009 at 19.00 in the Pavilion.

5.4 Halstead Football Club outstanding licence fee.

Mr Paul King had advised the Clerk that the outstanding £450 would be paid on Mr Brett's return from holiday.

5.5 It was **Resolved** that Mr Lansdale from Sevenoaks Town Junior Football Club would be invited to meet with the Finance Committee at 20.00 on Wednesday 26 August.

6 **DISTRICT COUNCILLORS' REPORTS**

20.05 SO70.1 The Chairman adjourned the meeting for District Councillor Grint to speak

Orchard Barn Planning Application.

The Parish Council objected to this but Cllrs. Grint and Wiliamson had agreed with the officer's recommendation that it should be granted.

Longlands Planning Application.

This will go to the Development Control Committee meeting on Thursday 20 August.

Window in Deer Leap Stud Farm.

It appeared that this had been positioned in a different place than that approved in the planning consent. Cllrs. Grint and Williamson had agreed with the planning officer that it was not viable to pursue this matter. Cllr. Baldwin challenged Cllr. Grint on this statement. Cllr. Baldwin stated that Cllr. Williamson had told him that the matter had not been resolved.

Changes to the consultation/decision making process.

From September Parish Councils would be able to make a representation at the Development Control Committee meetings. Representation can still be made at site meetings.

Cllr. Grint mentioned deliberations of the Financial Advisory Committee including FOI scheme and compensation from the Iceland Bank. Some expenditure for IT improvements will be funded from reserves.

20.20 The Chairman reconvened the meeting

7 **CLERK'S REPORT**

7.1 Police Report: 9 incidents during July.

4 making off without payment from Toby Carvery; 1 x burglary from dwelling; 1 x attempted burglary other than a dwelling in Church Road; 2 x thefts from motor vehicles outside Knockholt Station; 1 x criminal damage at Parkside.

7.2 Metrobus/TfL

There are no plans to implement an extension to the route as suggested by Council. The operator states that this would extend the journey time for current customers and duplicate the 402 service on certain sections of the route.

7.3 Yellow linage, parking bays etc. in London Road

Mr Horam, MP for Orpington is looking into the matter as is Mr Fallon MP for Sevenoaks.

Mr Bracey, Engineer SDC, has prepared an outline plan of possible actions that could be taken regarding parking etc. He has been awaiting data from KHS. Concern was expressed that the Parish Council was not included in any consultations. It was agreed to invite Mr Bracey to a meeting. *Clerk to action.*

7.4 Tenders and quotations

This relates to: Parish Room exterior works; driveway works; light installation and shower and drain clearance are still being sourced. *Agenda item for decision at September Parish Council.*

7.5 Allotments

The recommendation to transfer the land will be discussed at the Performance & Governance Committee on 8 September. The District Council's freehold title is registered at the Land Registry and covers all land in the proposed transfer.

The people living in the houses in Beldam Haw opposite this land do not own the land and do not have a right to use this.

7.6 Thanks and receipts from Hospice in the Weald and West Kent Mediation for the Section 137 payments.

7.7 Council has been circulated with information about the deferral of business rates. Council receives a 50% discount.

7.8 Chief Inspector David Cooper has been invited to attend a meeting of Council. He is currently on holiday.

7.9 Land west of Badgers Mount roundabout.

A copy of a letter to Mrs Nicola Clinch, Enforcement Officer SDC has been received from Mr Davis, a travelling showman, stating that his group intend to set up winter quarters on the land.

A copy of a reply from Mrs Clinch has been receiving stating that this is permissible.

It was agreed that a meeting with Mrs Clinch should be arranged as a matter of urgency. *Clerk to Action.*

7.10 Halstead Place School.

The footpath has been strimmed and the diverted path has been returned to its original location under instruction from the PROW Officer as permission had not been granted for the diversion. Permission for diversion will be granted in a week or so.

8 POLICING

8.1 It was **Resolved** that Cllr. Grosvenor would be one of Council's representatives on the Joint Parish Councils PCSO Committee. The other is Cllr. Baldwin.

8.2 PCSO Meeting

The date of the next meeting is Thursday 27 August 2009, at 18.30 in the Pavilion.

8.3 Activity of youngsters

Concern has been expressed by several parishioners about young children cycling erratically through the village. PCSO Barker has a list of the children's names and is to visit their parents and also speak with the children. It was **Resolved** that PCSO Barker is to be invited to the next Parish Council meeting to give a report on this matter.

SO70.1 20.55 The Chairman adjourned the meeting for parishioners to speak

21.00 The Chairman reconvened the meeting

9 FORT HALSTEAD

Notes of the meeting held on 16 July had been circulated.

Cllr. Bent outlined the proceedings at the Extraordinary Parish Council meeting held on 6 August attended by representatives of village organisations. Discussions are still underway regarding presentation of items for inclusion in the Section 106 Agreement. This documentation is being prepared in case a planning application is submitted for developing the site.

A meeting will be held in the near future with Mr Jim Kehoe, Head of Development Services SDC to discuss Section 106s.

Representatives from Knockholt Parish Council are to meet with Malcolm Appleby, KHS for an update on highways matters.

SO70.1 21.26 The Chairman adjourned the meeting for District Cllr. Grint to speak.

21.35 The Chairman reconvened the meeting.

10 PLANNING COMMITTEE

10.1 **RESOLVED: The Minutes of the Planning Committee Meeting held on Wednesday 22 July 2009 were Approved and Signed as a True Record**

10.2.1 APPLICATIONS RECEIVED

SE/09/01384/FUL BAYWOOD, KNOCKHOLT ROAD, HALSTEAD TN14 7ER

Erection of two dormer windows to front of dwelling

SE/09/01617/FUL BEAUMONT, OTFORD LANE, HALSTEAD TN14 7EQ

Replacement dwelling and change of use of land from commercial open storage connected with lawful plant hire use to domestic curtilage.

These applications will be discussed at the Planning Committee meeting to be held on Tuesday 11 August

10.2.2 09/1647/WTPO WIDHURST FARM, SHOREHAM LANE, HALSTEAD TN14 7B

Various works to a Cedar Tree

A response has been sent to Mr Jones, Arboricultural Officer SDC stating that Council does not support this work but will concur with his decision.

10.3 APPEAL HEARING

APP/G2245/A/09/2109136/WF SE/09/00057/FUL

27 CLARKS LANE, HALSTEAD, SEVENOAKS, KENT TN14 7DG

Two storey side extension

Copies of the Parish Council's response has been sent to the Inspectorate.

11 AMENITIES & HIGHWAYS COMMITTEE

11.1 Freedom of Information Requests: cost of resurfacing of Southdene and Parkside

The cost to carry out this work, with both roads on the same job reference, was £8077.82.

This figure includes all works relating to the job.

It was agreed the FOI response to the request relating to the Parish Portal was not detailed enough.

It was **Resolved** that the Clerk would write again.

11.2 Meeting with Kent Highway Services officers

It was **Resolved** to call a meeting of the Amenities & Highways Committee to agreed dates for this meeting plus agenda.

11.3 Parish Portal visit

The provision dates are 2 or 3 September. The Clerk would like to attend as she uses the system but is unable to attend on those dates. This will be discussed at the Amenities & Highways Committee meeting.

11.4 Worm Casting Recreation Ground

Cllr. Baldwin proposed that the quotation provided by Landscape Services for £381.27 for two applications should be accepted, seconded by Cllr. Halliday and carried unanimously.

It was **Resolved** that the quotation for £381.27 from Landscape Services to worm cast the Recreation Ground be accepted.

11.5 Draft Licences Sports Clubs

a. **Cricket Club Licence:**

Cllr. Baldwin proposed that the licence be accepted, seconded by Cllr. Grosvenor, carried unanimously.

b. Netball Club Licence:

Cllr. Blundell proposed that the licence be accepted, seconded by Cllr. Baldwin, carried unanimously

c. Senior Football Club:

Cllr. Grosvenor proposed that the licence be accepted, seconded by Cllr. Bent, carried unanimously

d. Junior Football Club:

An amendment was agreed, under 3.4 bullet point 8 add '*and/or Parish Council representative*' Cllr. Halliday proposed that the licence be accepted, seconded by Cllr. Baldwin, carried unanimously

A letter will accompany the licence with additional information including the Parish Council contacts. It was **Resolved** that these should be Cllr. Taylor, Cllr. Brooker and Cllr. Baldwin.

It was **Resolved** that the licences for Halstead Cricket Club, Halstead Netball Club, Halstead Senior Football Club and Sevenoaks Town Junior Football Club be accepted and will be sent to the relevant organisations.

11.6 Signage entrance Recreation Ground

Clerk will look into this matter.

11.7 Halstead Place directional sign end of Watercroft Road

It was **Resolved** that the Clerk would contact Kent Highways Services for information on highways regulations for sizes of road side signs.

11.8 Closure of Shoreham Lane

This will be closed from Tuesday 1 September for one week due to work outside Widhurst Farm for installation of cabling and jointing. The buses will be diverted along Watercroft Road and Old London Road. Mention will be made in the Sevenoaks Chronicle.

11.9 New donated bench, Recreation Ground

Cllr. Brooker and his family offered to purchase a bench for the Recreation Ground in memory of their father. The Parish Council thanked Cllr. Brooker and his family for their generosity.

11.10 Speed Watch

Further sessions will be held after the summer holidays.

11.11 Cleaning of safety surface in Play area

The quotation from Sevenoaks Pressure Cleaning Services in the sum of £275 to edge playground areas, remove waste and pressure clean the safety surface was proposed for acceptance by Cllr. Baldwin, seconded by Cllr. Grosvenor and carried unanimously.

It was **Resolved** that the quotation from Sevenoaks Pressure Cleaning Services in the sum of £275 for works in the children's play area be accepted.

12 MEDIA

12.1 Website

The updated website has been relaunched.

12.2 Newsletter

Topics will include: problems with youngsters on their bicycles; allotments; freighter service; Fort Halstead, Chairman's annual report; litter.

13 INFORMATION

13.1 Action with Communities in Rural Kent (ACRK) AGM on 1 September in Ashford - **noted**.

13.2 ACRK Drop In on 14 October 7pm-9pm in Otford - **noted**

13.3 The grass on the Badgers Mount roundabout has still not been cut. *Clerk will action.*

14 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL

Monday 14 September 2009

The meeting closed at 22.12