

HALSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 12 APRIL 2010 AT 19.45 IN THE PAVILION, STATION ROAD, HALSTEAD

PRESENT: Cllr. David Taylor, Chairman of Council
Cllr. Jeff Baldwin
Cllr. Barrie Blundell
Cllr. Terry Brooker
Cllr. Karen Grosvenor
Cllr. Christine Halliday

IN ATTENDANCE: Clerk, 5 parishioners.

The meeting convened at 19.45

1 APOLOGIES were received and accepted from Cllrs. Tony Bent who was unwell. County Cllr. Richard Parry who had another meeting and District Cllr. John Grint. Councillors signed the Attendance Register.

2 DECLARATIONS OF INTEREST ON AGENDA ITEMS

Cllr. Halliday declares a Personal Interest in item 8.2.1 & 2 Halstead Place, she lives near the development.

Cllr. Blundell declared a Personal and Prejudicial Interest in item 8.2.1 & 2 Halstead Place, he lives opposite the development.

Cllr. Baldwin declared a Personal and Prejudicial Interest in item 4.3 Halstead Scouts, his son is a scout leader and his wife on the committee and a Personal Interest in item 10 Fort Halstead, he used to work on the site.

3 RESOLVED: The Minutes of the Parish Council Meeting held on Monday 8 March 2010 were Approved and Signed as a True Record.

4 FINANCE

4.1 RESOLVED: That the Accounts as itemised be paid

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

Payments include VAT where relevant.

Payments made up to the end of the financial year 31 March 2010 [subsequent to the meeting held on 8 March 2010]

CQ960	Thames Water Utilities Parish Room	£ 26.45	
	Thames Water Utilities Pavilion	<u>£ 34.89</u>	£ 61.34
CQ961	SDC Dog Waste Disposal		£ 79.43
CQ962	SDC Refuse collection		<u>£ 38.02</u>
	TOTAL PAYMENTS as at 31 March 2010		£ 178.79
CQ963	Cllr. Blundell, mileage to Well Being training 32 miles		£ 18.78
CQ965	Kent Police, PCSO 25% salary January - March 2010		£1744.20
CQ966	Mister Print - newsletters		£ 78.00
CQ967	Priory Print, stationery		£ 105.70
CQ968	Swift Alarm, annual contract		£ 130.26
CQ969	SDC Non-domestic rates 50% Pavilion	£ 165.69	
CQ969	SDC Non-domestic rates 50% Parish Room	<u>£ 101.50</u>	£ 267.19
CQ970	Action with Communities in Rural Kent annual subscription		£ 35.00
CQ971	KALC annual subscription		£ 537.40
CQ972	Scribe 2000 Ltd, annual software licence		£ 229.13
CQ973	CPRE annual subscription		£ 29.00
CQ974	Zurich Insurance		£3854.25
CQ975	SDC Refuse collection 4 weeks, 8/3/10-4/4/2010		£ 38.02
CQ981	Terry Halliday, grass cutting and strimming		£ 185.00
CQ976	<u>Clerk's expenses incurred while carrying out her duties:</u>		
	Internet, monthly allowance	£ 16.66	
	Postage	£ 22.32	
	Stationery	£ 1.50	
	Postage newsletters	£ 33.99	
	Mileage: 3 x Bank @11; 1 x Sevenoaks		
	School @ 13; 1 x GSG @ 5 = 51	<u>£ 20.40</u>	£ 94.87
CQ977	Petty Cash		£ 25.00
DD	EDF Pavilion	£ 26.00	
DD	EDF Parish Room	<u>£ 22.00</u>	<u>£ 48.00</u>

Salary payments:

CQ979	Mrs King Scott, Clerk + 13.25 hrs. over-time (1.25 FGWG/3 cleaning Pavilion/8 funding fair, filing, newsletters, accounts)	
CQ980	Mrs Bashford, cleaner	
CQ978	Miss Turner, cleaner	
	TOTAL PAYMENTS as at 12 April 2010	£8697.56

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

4.2 Receipts:

Monies received up to the end of the financial year 31 March 2010 [subsequent to the meeting held on 8 March 2010]

V976	Senior Football Club - 50% licence (Inv 77L)	£ 225.00
V976	Mr King, Pavilion (Inv 78)	£ 16.50
V977	Junior Football Club - 50% licence (Inv 76L)	£ 300.00
V977	Knockholt Parish Council - freighter service (Inv 79)	£ 60.00
V978	Mrs Baldwin, Parish Room - (part inv 63)	£ 70.63
V978	Petty Cash	<u>£ 1.17</u>
	TOTAL RECEIPTS as at 31 March 2010	£ 673.30
V979	Mr Crump, Parish Room (Inv 80)	£ 12.50
V980	Ms Summers, Pavilion (Inv 14)	£ 32.50
SO	The Kent Pub/Rose & Crown - sponsorship flower beds	<u>£ 25.00</u>
	TOTAL RECEIPTS as at 12 April 2010	£ 70.00

19.50 Cllr. Baldwin left the meeting

4.3 Halstead Scouts request for funding: previously agreed

Council understands that the scouts are now intending to purchase a container rather than a garage, as the garage would require planning consent for erection. It was **Resolved** that the Clerk would write to the Scout group to ascertain the cost of the container prior to Council deciding how much should be donated.

20.00 Cllr. Baldwin returned to the meeting

4.4 Internal Audit

This will take place on Wednesday 14 April. The accounts will need to be agreed by Council at the Annual Meeting of Council on May. The approved accounts must be with the External Auditor by 1 June 2010.

5. DISTRICT COUNCILLORS REPORT

There were no reports. It was **Resolved** to once again write to the District Councillors to ask for written reports of items of interest to Halstead Parish, if they are unable to attend the meeting.

6. COMMUNITY LED PLANS

To discuss and agree the way forward.

After discussion it was agreed that parishioners need to be contacted so that they can indicate whether there is an interest in this project. Cllr Halliday proposed, seconded by Cllr. Blundell that a letter be delivered to every home with a reply slip. It was **Resolved** that the Clerk would prepare a letter. Councillors would be available to speak to village organisations about this project if there is a request.

7. CLERK'S REPORT

7.1 Police incident report.

11 Crime during March. 1 x burglary other than dwelling; 2 x burglary dwelling; 3 x theft from vehicles; 2 x vehicle interference; 3 x criminal damage.

There has been a small decrease in crime. There has also been a strong police presence in the village in unmarked cars, plus PCSO Barker has patrolled in high risk areas. PCSO Barker has started a letter drop to every house in the parish with crime prevention advice plus another Neighbourhood Watch letter to roads without a co-ordinator. He has attended Beavers and given a talk on 'stranger danger'.

7.2 Survey of trees at Fort Halstead.

Mr Les Jones, SDC Arboricultural Officer has attend a meeting on site with other planning officers. He understands that the developers are using Jonathan Webb, consultant arboriculturalist to advice on the trees. Mr Jones has been informed that the developers intend to retain all the mature trees.

It was **Resolved** to request that Mr Jones undertakes a survey of the trees and visits site accompanied by a Parish Council. Cllr. Baldwin offered to attend as he had security clearance to go in to the secure areas.

7.3 Annual Parish Meeting: Monday 24 May

Joanna Overton-Fix is unable to speak at the meeting due to a previous commitment. Chief Inspector Adrian Futers will give a brief talk as requested. County Cllr. Parry is still trying to source a speaker from Kent Highways.

7.4 Pruning of trees in Conservation Areas and trees with TPOs.

SDC has agreed a policy whereby pruning work will be carried out on trees in Conservation Areas and on trees covered by TPOs without consulting the Parish Council. A letter of advice will be issued.

Council expressed extremely concern about this decision and it was **Resolved** to write to Mr Jones, SDC asking if this was national policy and how it would be policed.

- 7.5 The Bulk Freighter Service
These will take place on Saturdays 22 May, 16 October and 2011 19 February. The cost to Halstead Parish: £123 per visit.
- 7.6 Refuse collection.
SDC has advised that a charge of £150 per annum will be levied for the Duty of Care certificate. This certificate has always been provided free of charge or included in the bin price. Council strongly disapproves of the introduction of an extra charge. It was **Resolved** that the Clerk will look into this as a matter of urgency.
- 7.7 Funding Fair
The Clerk had found this very interesting. It would appear that many funders, such as the Big Lottery, expect large projects to be highlighted within Community Led Plans.
- 7.8 Allotments
To date there is no positive news in relation to the transfer of the land in Beldam Haw to the Parish Council. Mr Latheron, Professional Services Manager SDC has not written to the current occupiers advising they should quit the land and he has not taken any action towards progressing the transfer. It was **Resolved** that a letter should be written to Mr Latheron's Head of Department expressing Council's concerns; copies to District Cllrs. Grint and Williamson.
- 8 PLANNING COMMITTEE**
- 8.1 **RESOLVED: The Minutes of the Planning Committee Meeting held on Wednesday 24 March 2010 were Approved and Signed as a True Record**
RESOLVED: The Minutes of the Planning Committee Meeting held on Wednesday 7 April 2010 were Approved and Signed as a True Record
- 8.2 PLANNING APPLICATIONS
Received:
- 8.2.1 SE/10/00437/ADV HALSTEAD PLACE, CHURCH ROAD, TN14 7HQ
Retention of the sales and directional signs - discussed 24 March. **Supported**
- Cllr. Blundell left the meeting whilst the Chairman outlined the decision behind the Planning Response for 8.2.2*
- 8.2.2 SE/10/00587/FUL HALSTEAD PLACE, CHURCH ROAD, TN14 7HQ
Amendment to approved development under Application reference SE/08/01915/FUL to provide for the erection of 3 number additional dwelling units and minor amendments to approved layout. - discussed 24 March. **Objection**
Cllr. Blundell rejoined the meeting.
- 8.2.3 SE/10/00079/FUL WATERCROFTS WOOD, OLD LONDON ROAD
Erection of Chapel and maintenance shed. Amendments to position of Chapel and shed to avoid protected trees - discussed 7 April. **Objection**
- 9 AMENITIES & HIGHWAYS COMMITTEE**
- 9.1 Introduction of parking measures in London Road/Sevenoaks Road
The content of Mr Bracey's letter and the decision made by the Joint Transportation Board were noted. The Clerk will contact Mr Bracey to ascertain whether the bus stop in Sevenoaks Road opposite the station will be returned to its original position.
Mr Nicholls passed to Council a copy of a letter he has written to Mr Bracey concerning this decision.
21.00 SO70.1 The Chairman adjourned the meeting for Mr Nicholls to speak.
21.02 The reconvened the meeting.
Council noted Mr Nicholls' concern that there is no restriction on parking in London Road and little has been done to improve sight lines.
- 9.2 Proposed diversion of buses
The content of the responses was noted. It was **Resolved** to write to TfL and invite either Mr Lion, who responded to Council's letter or another suitable operative to visit the parish.
- 9.3 Letter from Ms Mary Blake concerning former entrance to the recreation ground
After discussion it was agreed that advice will be taken from the Health and Safety Executive/ROSPA. Ms Blake will be advised of this decision. **Agenda item May Parish Council meeting.**
- 9.4 Family Fun Days with the Play Zone
Sevenoaks District Council had requested that each Parish Council provide £350 to fund training and CRB checks for staff to run the Fun Days. It was noted that there would not be any special activities at these fun days as in past years. After much discussion Cllr. Blundell proposed, seconded by Cllr. Grosvenor that this should not be supported by the Parish Council, carried four in favour, two abstentions Cllrs. Taylor and Halliday. It was **Resolved** not to provide funding for this project. Council expressed concern that Sevenoaks District Council appears to be withdrawing funding from several of its beneficial services and expecting the Parish Councils to take over the expense.
- 9.5 Family Day at Halstead Place
After discussion it was proposed by Cllr. Blundell not to take part in this activity, seconded by Cllr. Halliday, carried five in favour, 1 abstention Cllr. Baldwin. It was **Resolved** not to take part in this event.
- 9.6 Pothole repair programme/Winter Policy
It was noted that Kent Highway Services has been provided with additional funding enabling the use of external dedicated contractors who will repair all potholes in Kent caused by the extreme winter weather.
The present Winter Policy is to be reviewed following the problems experienced during the winter just past.

It was agreed that a meeting of the Amenities & Highways Committee should be convened to discuss this and other matters including clearance of Cricket Club grass cuttings.

10 FORT HALSTEAD

Nothing to report at this time. The next meeting of the Working Group is provisionally booked for Thursday 20 May.

11 INFORMATION

From 19 April the mobile library will be operating with only one member of staff. Library customers are asked to give their views on the new system to the library driver/assistant.

12 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL:

Annual Meeting of the Parish Council - Monday 10 May 2010

The meeting closed at 21.52