

# HALSTEAD PARISH COUNCIL

## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 13 DECEMBER 2010 AT 19.45 IN THE PAVILION, STATION ROAD, HALSTEAD

**PRESENT:** Cllr. Terry Brooker, Vice Chairman in the chair  
Cllr. Jeff Baldwin  
Cllr. Tony Bent  
Cllr. Barrie Blundell  
Cllr. Karen Grosvenor  
Cllr. Christine Halliday

**IN ATTENDANCE:** Clerk, County Cllr. Richard Parry (for part of the meeting) 8 parishioners.

The meeting convened at 19.55

**1 APOLOGIES** were received from Cllr. Taylor who was unwell.  
District Councillor Gary Williamson also sent his apologies.

**2 DECLARATIONS OF INTEREST ON AGENDA ITEMS** - Nil

**3.1 RESOLVED: The Minutes of the Parish Council Meeting held on Monday 8 November 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**, and carried unanimously  
Payments include VAT where relevant.

CQ3058 British Gas, Parish Room	£ 119.77	
British Gas, Pavilion	<u>£ 245.84</u>	£ 365.61
CQ3059 Viridor Waste		£ 38.19
CQ3060 BT		£ 102.16
Mr McGurran, Parish Room (Inv 55) repayment deposit		£ 50.00
Mr Print, newsletters and CLP leaflets		£ 130.00
Arco, cleaning materials Pavilion/Parish Room		£ 94.16
Priory Print & Stationery		£ 34.53
Viridor Waste Kent Ltd		£ 38.19
Royal British Legion, wreath		£ 50.00
Thames Water, Parish Room	£ 25.02	
Thames Water, Pavilion	<u>£116.38</u>	£ 141.40
Society of Local Council Clerks		£ 256.00
<u>Clerk's expenses incurred while carrying out her duties:</u>		
Internet, monthly allowance	£ 16.66	
Postage	£ 7.38	
Newsletter postage	£ 48.00	
Stationery	£ 12.92	
Mileage: 2 x Bank @ 11; 3 x Otford 7Oaks glazing & Homebase @ 10; 1 x Arco Orpington @ 14; 1 x Mr Print @ 6; Training Day East Grinstead @ 44 = 116 miles	£ 46.40	
Quarterly office allowance Oct-Dec 2010	<u>£ 40.00</u>	£ 171.36
<u>Repayments to Clerk:</u>		
Homebase - Ladder Pavilion	£ 21.48	
Sevenoaks Glazing - perspex noticeboard	£ 21.82	
Chairman's allowance refreshments Dec PC	£ 33.14	
Chairman's allowance Christmas cards	<u>£ 7.90</u>	£ 84.34
Revenue & Customers - 3 <sup>rd</sup> quarter		£ 926.47
DD EDF Pavilion	£ 36.00	
DD EDF Parish Room	<u>£ 22.00</u>	<u>£ 58.00</u>
Salary payments:		
Mrs King Scott, Clerk		
Miss Turner, Cleaner		
TOTAL PAYMENTS as at 13 December 2010		£2540.41

The cheques were signed at the close of business by **Cllrs. Baldwin and Blundell**

4.2 **Receipts:**

V1014	Mr Fenwick, Parish Room (Inv 59)	£ 25.50
V1015	Halstead Senior Football Club Licence (Inv 62L)	£ 445.00
V1016	Mrs Wilcox, Pavilion (Inv 60)	£ 45.50
V1016	Ms James, Pavilion (Inv 58)	£ 52.00
V1016	Rainbow Pre-school, Parish Room (Inv 61)	<u>£ 333.00</u>
	TOTAL RECEIPTS as at 13 December 2010	£1101.00

4.3 **RESOLVED: The Minutes of the Finance Committee Meeting held on Thursday 11 November 2010 were Approved and Signed as a True Record.**

4.4.1 RESOLUTIONS

**Received from Cllr. Tony Bent**

This Council considers that in the severe economic situation now existing, the continuation of special funding to Kent Constabulary for the exclusive access to a Police Community Support Officer is no longer justified.

Seconded by Cllr. Brooker

Cllr. Brooker stated he believed this motion should be discussed by full Council and both motions should be deferred.

Cllr. Bent spoke on the motion.

Much robust discussion took place.

Cllrs. Brooker and Grosvenor spoke in favour of the motion; Cllrs. Baldwin Blundell and Halliday spoke against.

*20.37 SO 71.1 The Chairman adjourned the meeting to hear parishioners views.*

*Mr Terry Hall spoke in favour of Council withdrawing funding for the PCSO.*

*Mr Chris Ford spoke in favour of retaining the PCSO's services.*

*County Cllr. Parry stated he believed there could be difficulty quantifying benefits of PCSOs as parishioners made contact with the PCSO as and when necessary and the PCSO became part of the community.*

*20.45 The Chairman reconvened the meeting*

The Chairman asked Cllr. Bent if he would agree to withdrawn the two motions and place them on the agenda for the February Parish Council meeting for further discussion.

Cllr. Bent agreed to this action and the motions were duly withdrawn.

Cllr. Brooker asked the Clerk to contact local parishes to ascertain their workings with PCSOs. It was also agreed that each home in Halstead should receive a letter asking for parishioners' comments.

4.4.2 **Received from Cllr. Tony Bent**

This Council considers that in the severe economic situation now existing, Kent County Council funding for traffic calming measures is unlikely to be available in either the short or medium term.

This Committee wishes to make a substantial payment into the Traffic Calming fund using the contribution previously paid to Kent Constabulary.

Seconded by Cllr. Grosvenor.

This motion was withdrawn without discussion. To be resubmitted at the February Parish Council meeting.

4.5 REPORT BY CHAIRMAN OF FINANCE COMMITTEE

The budget figures were circulated. Cllr. Blundell advised Council that the Precept figure proposed by the Finance Committee is the same as the current financial year. The Precept will be resolved at the January Parish Council meeting.

4.6 SECTION 137 PAYMENTS

Cllr. Halliday proposed that a S137 payment of £50 be made to Vitalise and £50 to CAB. Seconded by Cllr. Baldwin and carried unanimously.

**RESOLVED: A 137 payment of £50 should be made to Vitalise and a S137 payment of £50 should be made to CAB.**

5 **DISTRICT COUNCILLORS' REPORTS**

No reports

6 **CLERK'S REPORT**

6.1 Police report

7 incidents during November 2010.

3 x thefts from motor vehicles; 1 x criminal damage; 1 x theft; 1 x burglary; 1 x online fraud.

6.2 PC Daryl McGarth has been promoted to sergeant and will be posted to Tonbridge. Recruitment has started for a replacement.

6.3 PROW

Mrs Couchman has written concerning the public rights of ways on Mr Stevens' land. It was **Resolved** that the Clerk should contact the Public Rights of Way Officer.

- 6.4 Consultation on neighbouring parish planning applications.  
Letter to Richard Morris SDC , passed to the complaints section.
- 6.5 Refuse collection in Otford Lane.  
Letter to Mr Wilson SDC, passed to Mr Finch for response.
- 6.6 S137 payment Victim Support.  
Thanks received.
- 6.7 Request for light in Sevenoaks cul-de-sac.  
KHS has looked into this matter. It is the responsibility of TfL via LLB. KHS engineer visited the area from 5am until it got light and spoke to two people who used the path. Residents state approximately 6 people use it regularly. Letter from KHS has been passed to the parishioner who made the request.
- 6.8 BSP (Knockholt) Ltd  
Letter written to Joe Johnson MP concerning movements of vehicles - no response received to date.  
Cllr. Baldwin reminded the Clerk that it was agreed to write to Charles Horton, Managing Director of South Eastern concerning parking in the station car park.
- 6.9 Installation of memorial bench at Southdene  
This has been deferred to April 2011.
- 6.10 Allotments.  
Nothing to report.
- 7 COMMUNITY LED PLAN**  
*SO70.1 The Chairman adjourned the meeting for the Chairman of the CLP Steering Group to speak.*  
Mr Ford advised that the SG will be meeting on Wednesday 15 December for a presentation from Otford PC on the production of Otford Parish's CLP. Members of Chevening CLP Steering Group will attend.  
*The Chairman reconvened the meeting.*
- 8 PLANNING COMMITTEE**
- 8.1 **RESOLVED: The Minutes of the Planning Committee Meeting held on Thursday 25 November 2010 were Approved and Signed as a True Record.**
- 8.2 PLANNING APPLICATIONS  
**Received:**  
SE/10/03296/CONVAR HALSTEAD PLACE, CHURCH ROAD, HALSTEAD TN14 7HQ  
Application to vary condition no 21 - The vehicle parking bays shown on the approved plans shall be provided and kept available for such use at all times and no permanent development shall be carried out on the land so shown or in such a position as to preclude vehicular access to the parking bays and spaces. of SE/08/01915/FUL - Redevelopment of site to provide 33 no. dwellings (29 new build and 4 through conversion) with associated car parking, access, landscaping & open space provision. To allow for provision of 2 additional visitor parking spaces, & loss of a single allocated parking bay.  
**Council supports this application.**
- SE/10/03211/FUL NORWOOD HOUSE, 1-2 CHURCH ROAD, HALSTEAD TN14 7HE  
Conversion of an existing dwelling to form two dwellings.  
**Council supports this application.**
- 8.3 APPEAL HEARING  
It was noted that the Appeal Hearing relating to extra housing at Halstead Place will be held on Monday 20 December at 10am in Hollybush Leisure Centre.
- 9 AMENITIES & HIGHWAYS COMMITTEE**
- 9.1 Report of meeting held on Monday 15 November with Kent Highways Representatives  
This had been circulated to all members and was **noted**.  
It was agreed to contact KHS about the introduction of ISDs at the entrance to the village in Station Road and also in Knockholt Road. County Cllr. Parry mentioned he had a small amount of funding in this year's budget which could be used towards these signs.
- 9.2 Winter salting and gritting  
There was considerable discussion on this matter during Parishioners' Questions at the beginning of the meeting.
- 9.2.1 Salting Emergency Team  
There have only been two volunteers and the team has yet to be formed.  
Both Gerald Brooks who is currently storing the salt and Jeff Sellers who grinds Shoreham Lane believe that the salt should not be stored off Otford Lane as it is not easily accessible. This will be discussed further.
- 9.3 Play area equipment and bench  
Several pieces of equipment need repair. Wicksteed Leisure are providers of the play area equipment and the Sales representatives do not provide technical advice. It was **Resolved** to pay for a safety inspection to be carried out by a Wicksteed Engineer. This will cost £45.00.
- 9.4 Pavilion
- 9.4.1 Floor covering in the kitchen and gentlemen's toilets  
Quotes are being sourced for this work to be carried out in this financial year.

9.4.2 Wall tiling in the kitchen  
Quotes are being sourced for this work to be carried out in this financial year.

**10 INFORMATION**

10.1 Lord Lieutenant of Kent Civic Service in Canterbury Cathedral 29 March 2011- **noted**  
10.2 Porchlight - Change a Future Campaign, concerning assistance to rough sleepers - **noted**

**11 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL**

Monday 10 January 2011 at 19.45 in the Pavilion

The meeting closed at 21.37