

HALSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 14 DECEMBER 2009 AT 19.45 IN THE PAVILION, STATION ROAD, HALSTEAD

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

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

The meeting convened at 19.46

1 **APOLOGIES** were received from District Cllr. Gary Williamson. Councillors signed the Attendance Register.

2 **DECLARATIONS OF INTEREST ON AGENDA ITEMS** ..

Cllr. Brooker declared a Personal Interest in item 4.4.1 Cricket and Football Club Licences, he is member of the Cricket Club and his son a member of the Football Club..

Cllr. Halliday declared a Personal Interest in item 4.4.1 Football Club Licence, her son is a member of the Football Club and a Personal & Prejudicial Interest in item 9.3 Amenity mowing, Mr Halliday is her step-son.

Cllr. Baldwin declared a Personal Interest in item 7 Fort Halstead, he was once employed on the site

Cllr. Taylor declared a Personal Interest in item 9.5 disposal of grass cuttings, he cuts the Cricket square.

3.1 **RESOLVED: The Minutes of the Parish Council Meeting of Council held on Monday 9 November 2009 were Approved and Signed as a True Record**

3.2 **RESOLVED: The Minutes of the Extraordinary Parish Council Meeting of Council held on Wednesday 25 November 2009 were Approved and Signed as a True Record**

4 **FINANCE**

4.1 **RESOLVED: That the Accounts as itemised be paid**

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

Payments include VAT where relevant.

CQ909	BT	£	112.99		
CQ910	Chairman's quarterly telephone allowance	£	30.00		
CQ911	Mr Terry Halliday, cutting holly hedge Church Road	£	85.00		
CQ914	Landscape Services, 2 nd payment gang mowing	£	352.42		
CQ915	SLCC Clerk's annual membership of Society	£	135.00		
CQ912	MJS Decorating Services - Parish Room:				
	a. Percentage against accepted quote (3/4)	£8325.00			
	b. Extra works	<u>£3900.00</u>	£	12225.00	
CQ917	SDC Pavilion drive repair	£	225.40		
CQ920	SDC Pavilion refuses collection 2/11/09-29/11/09	£	37.21		
CQ916	Petty Cash	£	25.00		
CQ918	Kent Police PCSO quarterly payment 25% salary	£	1744.20		
CQ913	Mr Print - Newsletters	£	71.50		
CQ919	Alister Tulett, shower heads, drain clearance	£	501.40		
CQ921	<u>Clerks expenses incurred while carrying out her duties:</u>				
	Internet, monthly allowance	£	16.66		
	Postage	£	18.72		
	Quarterly office allowance Oct-Dec	£	40.00		
	Quarterly computer deprec. Oct-Dec	£	30.00		
	Postage newsletters	£	45.00		
	Mileage:				
	3 x Bank @11; 1 x Chilham @ 70;				
	1 x SDC @ 11; = 114	£	<u>45.60</u>	£	195.98
CQ925	HM Revenue & Customs			£	879.13
DD	EDF Pavilion	£	29.00		
DD	EDF Parish Room	£	<u>19.00</u>	£	<u>48.00</u>
	Salary payments:				
CQ924	Mrs King Scott, Clerk + 8 hrs o/t [6hrs general/2hrs Chilham]				
CQ923	Mrs Bashford, cleaner				

CQ922 Miss Turner, cleaner
TOTAL PAYMENTS as at 14 December 2009 £17794.92
The cheques were signed at the close of business by **Cllrs. Brooker and Halliday**

4.2 **Receipts:**

V960	Halstead Players, Parish Room (Inv 49)	£ 25.00
V961	Watts, Parish Room (Inv 54)	£ 60.00
V962	Agdiran, Pavilion (Inv 58)	£ 33.00
SO	The Kent Pub/Rose & Crown - sponsorship flower beds	£ <u>25.00</u>
	TOTAL RECEIPTS as at 14 December 2009	£ 143.00

4.3.1 **The Minutes of the Finance Committee meeting held on Monday 16 November 2009 were Approved and Signed as a True Record**

4.3.2 **The Minutes of the Finance Committee meeting held on Tuesday 8 December 2009 were Approved and Signed as a True Record**

4.4 The following commendations from the Finance Committee were discussed.

4.4.1 Cllr. Blundell proposed, seconded by Cllr. Grosvenor, carried unanimously that the licence fees for the Sports Clubs be increased as follows:

Cricket Club by £30 to £975 per season; Senior Football Club by £15 to £465 per season; Netball Club by £6 to £190 per annum; No increase Junior Football Club, remains at £600 per season

RESOLVED: that the recommendations as tabled be accepted. These will come to operation on 1 April 2010.

4.4.2 Cllr. Baldwin proposed, seconded by Cllr. Blundell, carried unanimously that the hourly hall hire rate be increased by 25p per hour.

RESOLVED: that this increase will be implemented for bookings dated from 1 April 2010.

4.4.3 S068 Salaries (Clerk, Miss Turner, Mrs Bashford) exempt item under Freedom of Information
In the view of the confidential nature of the business about to be transacted, it is advisable that the press and public be temporarily excluded and they are asked to withdraw.

SO23d The Chairman proposed that this matter be dealt with at the close of business.

4.4.4 Recommendations from the Finance Committee for Budget Figures and Precept for the Financial Year 2010-2011

Cllr. Brooker objected to the inclusion of the freighter service in the budget figures.

20.00 SO70.1 The Chairman adjourned the meeting for District Cllr. Grint to speak on this matter.

22.03 The Chairman reconvened the meeting

It was noted that the District Council has no plans to reinstate the freighter service.

Cllr. Baldwin proposed that the budget be accepted as it stands and that the Precept figure for financial year 2010-2011 should be £40,275, seconded by Cllr. Blundell.

Cllr. Bent moved that the budget figure and Precept should not be approved. He objected to the employment of the Police Community Support Officer. Cllr. Bent stated his belief that the funding for a PCSO should be placed against traffic calming. Cllr. Blundell spoke against Cllr. Bent's motion.

There was no support for Cllr. Bent's motion and a vote was taken on Cllr. Baldwin's proposition. The Motion was carried 4 votes in favour; 2 abstentions Cllrs. Brooker and Grosvenor; 1 against Cllr. Bent.

RESOLVED: that the Precept for the financial year 1 April 2010 - 31 March 2011 shall be £40,275

4.5 Recommendations from the Finance Committee for Section 137 Payments

After discussion the following was agreed, proposed by Cllr. Taylor, carried unanimously.

It was **Resolved** that a S137 payment be made to the CAB for £100;

It was **Resolved** that a S137 payment be made to Victim Support for £50;

It was **Resolved** that a S137 payment be made to CROP (Citizens Rights for Older People) for £50.

5 **DISTRICT COUNCILLORS' REPORTS**

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

District Cllr. Grint stated that he intends to respond to the informal consultation concerning parking in London Road/Station Road.

He also mentioned that he will be meeting with representatives of Ward Homes to speak about their proposed planning application for two extra homes.

20.42 The Chairman reconvened the meeting.

6 **CLERK'S REPORT**

6.1 Letter received from Chief Inspector Cooper concerning incident in Otford Lane.

This explains the procedure and times between the apprehension of suspect by Mr Bob Stephenson and arrest by PC Ballard. Maximum response time in urban areas 15 minutes; rural areas 20 minutes.

There was a 17 minute response time for this incident with the PC travelling from Swanley to Halstead and arriving at

12.15pm. Call taken by Police switchboard at 11.58am; informant's details obtained by 12.01pm. Disturbance was heard in the background and call centre operator called the informant back. Incident record created and passed to radio operator at 12.03pm. 3 patrol vehicles were sourced.

6.2 Copy letter received from Mr Galletly to KHS concerning SatNav updates and preferred routes.

6.3 Allotments

Mr Latheron has been asked to progress land transfer and letters to Beldam Haw residents as soon as possible.

6.4 The tree awarded by Kent Men of Trees has been collected from Chilham and will be planted as soon as possible.

6.5 Parking in Sevenoaks Roads/London Roads.

Informal consultation documents have been received concerning proposals by Sevenoaks District Council for parking measures in the above roads. Consultation period closes on 31 December 2009; this has been extended for Council until 12 January 2010.

The formal consultation should commence at the beginning of February with presentation at the Joint Transportation Committee meeting in March.

7 FORT HALSTEAD

The next meeting of the Fort Halstead Working Group will be on Thursday 21 January 2010.

The next meeting between Council and Village organisations' representatives will be on Wednesday 20 January 2010.

There will be an Extraordinary Parish Council meeting during January to meet with Ms Chris Lay, KCC Area Children's Services Officer.

District Cllr. Grint advised that there is to be an Extraordinary District Council meeting on Tuesday 5 January 2010 to discuss amendments to the LDF Core Strategy. Fort Halstead will be mentioned at this meeting.

8 PLANNING COMMITTEE

8.1 **The Minutes of the Planning Committee meeting held on Thursday 12 November 2009 were Approved and Signed as a True Record**

8.1.1 **The Minutes of the Planning Committee meeting held on Tuesday 1 December 2009 were Approved and Signed as a True Record**

It was noted that the LDCEX for Watercrofts Wood had been granted. It had been **Resolved** at the Planning Committee meeting that the Clerk would write to the Case Officer with several questions about the consent. Response is awaited.

8.2 PLANNING FORUM

The Chairman advised Council that Mr Dyer, Planning Policy Manager, had informed the delegates at the forum, that Sevenoaks District Council had employed consultants to reassess findings related to housing statistics recorded in the LDF. The consultants have proved that the requisite housing numbers will be achieved without the inclusion of Fort Halstead. Cllr. Bent spoke on the meeting itself. He stated that more councillors and clerks should be permitted to attend rather than prohibited. Cllr. Bent believed a letter of complaint should be sent to Mr Morris, Development Control Manager concerning this. He asked District Cllr. Grint to speak to the Head of Planning requesting training for councils on planning matters.

9 AMENITIES & HIGHWAYS COMMITTEE

9.1 Bus Shelter

Cllr. Blundell proposed, seconded by Cllr. Bent that the quotation from KB Home Maintenance to repair, rub down and re-stain the wooden structure in the sum of £145 be accepted, carried.

RESOLVED: the quotation for £145 from KB Home Maintenance for bus shelter work was accepted.

Cllr. Blundell proposed, seconded by Cllr. Bent that the quotation from Anti-Graffiti Services to clean brickwork and apply anti-graffiti coating to the wood structure in the sum £325 be accepted, carried.

RESOLVED: the quotation for £325 from Anti-Graffiti Services for bus shelter work was accepted.

9.2 Gang mowing Recreation Ground.

Cllr. Baldwin proposed, seconded by Cllr. Brooker that the quotation from Landscape Services for 21 gang mowing cuts to the Recreation Ground in the sum of £1230.27 be accepted, carried.

RESOLVED: the quotation for £1230.27 from Landscape Services for gang mowing was accepted.

21.16 Cllr. Halliday left the meeting.

9.3 Amenity Mowing and Strimming

Cllr. Baldwin proposed, seconded by Cllr. Brooker that the quotation from Mr Terry Halliday Jr. for 10 amenity cuts and strims in the sum of £1800 be accepted, carried.

RESOLVED: the quotation for £1800 from Mr Terry Halliday Jr. for amenity mowing & strimming was accepted.

21.19 Cllr. Halliday returned to the meeting.

9.4 Weekend cleaning of Pavilion changing rooms and showers

It would seem that the Senior Football Club are leaving the changing rooms in an untidy condition. It was **Resolved** that Council would write to Mr John Brett about this matter.

Cllr. Baldwin stated that the Junior Football Club members do not use the showers after matches.

- 9.5 Disposal of cricket club grass cuttings
The current system operated by the Cricket Club is not working and cuttings are being dumped on the Recreation Ground again. It was **Resolved** that Council would write to Mr Mark Hughes and request that another system is introduced. It is understood that the Junior Cricket Club will not be using the ground in 2010.

10 POLICING

10.1 Incident Report

2 incidents of theft from motor vehicles outside Knockholt Station.

- 10.2 The next joint parishes PCSO Meeting is on Wednesday 16 December. The Clerk has sent her apologies. Cllr Grosvenor will ask about the installation of speed camera signage.

- 10.3 Cllr. Brooker would like to know what the crime figures were prior to the introduction of the Police Community Support Officer. This would be prior to 2004 as PCSO Glasspool started in that year. The Clerk will make enquiries.

11 INFORMATION

- 11.1 Mr Carl Adams from Action with Communities in Rural Kent will attend the January Parish Council meeting to give a presentation on Community Led Plans (Parish Plans). This will precede the meeting at 19.30

- 11.2 The Sevenoaks District Community Plan Draft will be circulated to Council for comments.

12 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL:

Monday 11 January 2010

22.45 The Chairman adjourned the meeting for parishioners to ask questions.

Parishioners left the meeting

22.50 The Chairman reconvened the meeting for exempt business

The meeting closed at 21.55