

HALSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 8 NOVEMBER 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, Vice Chairman
Cllr. Karen Grosvenor

IN ATTENDANCE: Clerk , 7 parishioners.

The meeting convened at 19.45

1 **APOLOGIES** were received from Cllrs. Bent who had a previous appointment and Halliday who had a family commitment. District Councillor John Grint 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 11 October 2010 were Approved and Signed as a True Record.**

4 FINANCE

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

Proposed by **Cllr. Blundell, seconded by Cllr. Grosvenor**, and carried unanimously

Payments include VAT where relevant.

CQ3052 Victim Support	£ 50.00
CQ3053 SDC Freighter service	£ 217.38
CQ3051 Sussex & Surrey Association of Local Councils	£ 94.00
CQ3054 Viridor Waste Kent - refuse collection Pavilion	£ 30.55

CQ3056 Clerk's expenses incurred while carrying out her duties:

Internet, monthly allowance	£ 16.66	
Postage	£ 20.04	
Stationery	£ 12.45	
Mileage: 2 x Bank @ 11; 1 x Otford station @ 8; 1 x Orpington @ 8 = 38 miles	<u>£ 15.20</u>	£ 64.35
DD EDF Pavilion	£ 26.00	
DD EDF Parish Room	<u>£ 22.00</u>	<u>£ 48.00</u>

Salary payments:

CQ3057 Mrs King Scott, Clerk

CQ3055 Miss Turner, Cleaner

TOTAL PAYMENTS as at 8 November 2010 £1610.38

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

4.2 Receipts:

V1009 Cricket Club 50% licence (Inv 52L)	£ 487.50
V1010 Ms Summers, Pavilion (Inv 56)	£ 45.50
BACS VAT refund June-September 2010	£ 327.34
V1011 Knockholt PC, 1/3 Freighter Service	£ 61.37
V1012 Mr McGurran, Parish Room (Inv 55)	£ 79.75
V1013 Miss Turner, Parish Room (Inv 47)	<u>£ 26.00</u>
TOTAL RECEIPTS as at 8 November 2010	£ 1027.46

5 DISTRICT COUNCILLORS' REPORTS

Planning application for Polhill Garden Centre. Cllr. Grint had spoken with Richard Morris, Development Control Manager, concerning neighbouring parish notification in relation to planning applications.

Mr Morris stated that any notification would be at the discretion of the case officer or if the neighbouring local council shared boundary fell within the red line of the application site.

It was **Resolved** that the Clerk would write to Mr Morris concerning this matter; copied to District Cllrs. Grint and Williamson.

6 CLERK'S REPORT

6.1 Police incident report - 10 reported crimes during October.

5 x thefts from motor vehicles, 3 x attempted theft from motor vehicle, 1 theft of bicycle, 1 theft.

- 6.1.2 Letter from Chief Inspector Futers
CI Futers enquired if there were premises within the parish that could be used as a self-contained, secure Neighbourhood community policing office with IT.
It was **Resolved** that the Clerk should write reminding CI Futer that there is a police office in the village.
- 6.2 Public Rights of Way.
The footpaths have now been cut and repairs completed on the kissing gate and stile.
- 6.3 Empty Houses.
Ms Webb, SDC Housing Standards Officer has spoken with the owner of Highlands. The current owner has sold the property and will pass her details to the new owner. The owner of the second property has not responded to her letter and she will be write again.
- 6.4 The Police House
Caretakers have visited the property and repaired the fence. The property has also been secured and gates locked.
- 6.5 St Margaret's Church Calendar
There had been no response to Council's letter.
- 6.6 Open Gardens Scheme.
The Horticultural Society has asked to use the Parish Room on Saturday 4 and Sunday 5 June for an exhibition. Benefiting charities have yet to be selected.
- 6.7 Widmore House Farm
Planning permission is not required for repair work as long as materials are like for like even when the property is in a Conservation Area.
- 6.8 BSP (Knockholt) Ltd
Contact has been made with the Traffic Commissioners' Office In Eastbourne, London Borough of Bromley and the Environmental Agency.
The company is currently barred from leaving skips on the highway; it is newly licence until 2012; start time of operations is approximately 7am, but there are no restrictions on time of movements. There are possibly noise restrictions on site and the company has a site permit.
Council expressed concern about the skip operation especially speed of vehicle movements and restriction to road width.
It was **Resolved** that the Clerk should write to Orpington MP Joe Johnson to ask him to look into the problems caused by the operation of the company.

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

20.25 The Chairman reconvened the meeting

7 **COMMUNITY LED PLAN**

It was **Resolved** to pay for the printing of A5 leaflets which will be delivered with the Parish Council newsletter.
Cllr. Taylor proposed that this money be claimed back from the Steering Group; agreed by Council.
The next meeting will be on Wednesday 24 November. Cllr. Taylor asked Mr Ford, Chairman of the Steering Group, to consider permitting parishioners to attend the meetings.

8 **PLANNING COMMITTEE**

- 8.1 **RESOLVED: The Minutes of the Planning Committee Meeting held on Monday 27 September 2010 were Approved and Signed as a True Record.**

RESOLVED: The Minutes of the Planning Committee Meeting held on Monday 18 October 2010 were Approved and Signed as a True Record.

8.2 PLANNING APPLICATIONS

Received:

SE/10/02924/FUL ROSEWOOD, STONEHOUSE ROAD, TN14 7HN

Replacement dwelling (resubmission of planning application SE/07/01178/FUL) - **Strongly Opposed**

SE/10/02885/FUL PLOT 32 HALSTEAD PLACE, CHURCH ROAD TN14 7HQ

Erection of a gazebo in the garden of plot 32 of approved development under application ref: SE/08/01915/FUL for a two year period. (Retrospective permission) - **Objection**

SE/10/02866/LDCEX 10A BELDAM HAW, TN14 7DA

SE/10/02859/LDCEX 10 BELDAM HAW, TN14 7DA

Lawful development certificate for residential use (C3) - **Objection**

SE/10/02882/FUL APRIL COTTAGE, OTFORD LANE TN14 7EG

Erection of porch; loft conversion with single dormer to the front, two dormers to the rear and replacement garage - **Supported**

SE/10/02407/FUL 20 SOUTHDENE, TN14 7HB

Conversion of a single dwelling into two separate dwellings. - **Objection**

Erection of a single family dwelling house and confirmation of residential curtilage - **Objection**

FAIRFIELDS, CHURCH ROAD TN14 7HG

Erection of two storey side extension and single storey rear extension (resubmission of application SE/10/01786/FUL)

This planning application could not be considered as the Committee was not quorate.

Refused:

SE/10/02451/FUL 27 CLARKS LANE TN14 7DG

Erection of two storey side extension - **noted**

9 AMENITIES & HIGHWAYS COMMITTEE

9.1 RESOLVED: The Minutes of the Amenities & Highways Committee Meeting held on Monday 25 October 2010 were Approved and Signed as a True Record

9.2 Recreation Ground

9.2.1 Vertidrainage and sanding 2010/11.

Quotations had been received from:

Landscape Services £1960

Sencio Leisure £1340

Bournes £1550

Cllr. Baldwin proposed that the quotation from Sencio Leisure be accepted, seconded by Cllr. Grosvenor and carried unanimously.

It was Resolved to accept the quotation from Sencio Leisure in the sum of £1340 to vertidrain and sand the Recreation Ground.

9.2.2 Gang mowing 21 cuts per annum 2011/12

Quotations had been received from:

Landscape Services £1267.17

Sencio Leisure £945.00.

Cllr. Baldwin proposed that the quotation from Sencio Leisure be accepted, seconded by Cllr. Blundell and carried unanimously.

It was Resolved to accept the quotation from Sencio Leisure for the sum of £945.00 to gang mow the Recreation Ground.

Cutting of football pitch, cuts as required 2011/12

Quotations has been received from:

Landscape Services £29.67

Sencio Leisure £40

Cllr. Baldwin proposed that the quotation from Sencio Leisure for the sum of £40 be accepted, seconded by Cllr. Blundell and carried unanimously. It was agreed that the saving on the gang mowing made up for the increase in the football pitch cutting charge and it was agreed that Landscape Services could not be expected to cut the football pitch on an ad hoc basis as they had not been awarded the main contract.

It was Resolved to accept the quotation from Sencio Leisure for the sum of £40 to cut the football pitch as required. It was Resolved to accept the quotation from Sencio Leisure for the sum of £250 to worm cast the football pitch prior to vertidrainage.

9.2.3 General ground maintenance 2011/12

Quotations had been received from:

Landscape Services for weed treatment £901.27 per two applications, worm casting £801.11 per two application

Sencio Leisure weed treatment £240 per application, worm casting £250 per application, fertilizer £55 per application

Cllr. Baldwin proposed that the quotation from Sencio Leisure for two weed treatments, one worm casting and one fertilization be accepted, seconded by Cllr. Blundell and carried unanimously.

It was Resolved to accept the quotation from Sencio Leisure for the sum of £785 for ground maintenance .

9.3 Pavilion Maintenance

9.3.1 Re-sanding and re-sealing of the floor

It was agreed to defer this work until financial year 2012/13. The contractors who had provided quotations will be advised of this decision.

9.3.2 Exterior works

Quotations had been received from:

Kevin Brown £1040.,

Carrie-Anne Dolley £1760.,

Lady Decorators £1180;

Mike Sully £1675.

Cllr. Blundell proposed that the quotation from Kevin Brown be accepted, seconded by Cllr. Grosvenor and carried unanimously.

It was Resolved to accept the quotation from Kevin Brown for the sum of £1040 to carry out exterior works on the Pavilion as per the specification supplied.

The work will be carried out in the New Year.

9.4 Hedge Cutting

The Recreation Ground hedge has been cut by Gerald Brooks. A Kent Highways engineer will check to see if this now provided the required sight lines.

9.5 Amenity Grass cutting 10 cuts per annum

Quotations had been received from:

Conservation and Leisure grass mowing per cut £95, per grass trim £36 - total £1310 per 10 visits;

Terry Halliday grass mowing per cut £97.50; per grass trim £97.50 - total £1950 per 10 visits;

Peter Jones grass mowing per cut £80, per grass trim £40 - total £1200.

Cllr. Taylor proposed that the quotation from Peter Jones be accepted, carried unanimously.

It was Resolved to accept the quotation from Peter Jones for the sum of £1200 to carry out amenity grass cutting and strimming.

9.6. Meeting Kent Highways representatives

This will take place on Monday 15 November and all members of the Amenities & Highways Committee are invited. An agenda has been prepared including progress on the speeding cables for Knockholt Road, update on proposed pedestrian access to Recreation Ground, roadside verge, salt bin Halstead Place.

9.7 Parish Weekly Refuse Collection

Parishioners in Otford Lane have complained that the refuse collection day has changed. Properties on the road are now collected on Tuesday morning and the properties down the narrow driveways are now serviced by a large vehicle rather than the small van.

It was **Resolved** that the Clerk should write to Richard Wilson

9.8 Speed Watch

Date for next session to be agreed

9.9.1 Criteria for Salt Bag usage

It was noted that the salt can only be used on land owned by Kent Highway Services, i.e. footways and road surfaces. It is not for use on private land including drives and frontages.

Parishioners will be invited to volunteer to help spread salt on footways and other dangerous areas. Two parishioners have offered to store the one tonne bag of salt.

9.9.2 Letter from Mr Smith KHS concerning salting and gritting of bus routes.

Council noted that Clarks Lane is to be hand salted and that salt is only beneficially if pressure is applied to it by moving traffic.

9.10 Joint Parishes PCSO Meeting

Next meeting will be held in January 2011. A news letter update from PCSO Barker has been emailed to councillors, neighbourhood watch co-ordinators and organisation representatives.

10 **INFORMATION**

10.1 Traditional Travel

A small local bus company is considering introducing a bus service from Knockholt travelling through Halstead and to Knockholt Station. Three services in the morning and two in the evening are being offered. The owner would like feed back from parishioners.

10.2 CPRE Protect Kent, AGM Friday 19 November, Lenham. Lunch 12.30pm, AGM 2pm - **noted**.

10.3 Bold Steps for Kent: Medium Term plan 2014-15, had been circulated - **noted**

10.4 KALC AGM Saturday 13 November 2010, details had been circulated - **noted**

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

Monday 13 December 2010 in the Pavilion at 19.45.

The Chairman invited parishioners to join him and councillors in a glass of wine and mince pies after the December meeting.

The Meeting closed at 21.40