

HALSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 9 NOVEMBER 2009 AT 19.45 IN THE PAVILION, STATION ROAD, HALSTEAD

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

IN ATTENDANCE: Clerk, District Cllr. Gary Williamson for part of the meeting, 4 parishioners

The meeting convened at 19.45

- 1 **APOLOGIES** were received from Cllr. David Taylor, Chairman of Council who had a previous engagement and District Cllr. John Grint. Councillors signed the Attendance Register .
- 2 **DECLARATIONS OF INTEREST ON AGENDA ITEMS** ..
Cllr. Baldwin declared a Personal & Prejudicial Interest in item 8.3 Letter concerning Appeal Decision 11 Parkside, he lives in close proximity of the development site and a Personal Interest in item 7 Fort Halstead, he was once employed on the site..
- 3 **RESOLVED: The Minutes of the Parish Council Meeting of Council held on Monday 12 October 2009 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.

CQ897	Jewson Limited, 50 roof slates Pavilion	£	72.45
CQ898	Allister Tulett, boilers annual service & certification	£	189.75
CQ899	Mike Sully, as agreed interim 25% payment (against quotation £11,100 exterior work on Parish Room)	£	2775.00
CQ900	Gerald Brooks hedge cutting	£	345.00
CQ901	Priory Print - stationery	£	88.38
CQ906	SDC Refuse collection 5/10/09-01/11/09	£	37.21
CQ903	<u>Clerks expenses incurred while carrying out her duties:</u>		
	Internet, monthly allowance	£	16.66
	Postage	£	18.72
	Stationery - Staples	£	42.51
	Stationery	£	6.98
	Keys - Parish Room	£	17.50
	Mileage: 2 x SDC @ 11; 1 x Aylesford @ 51; 3 x Bank @ 11 1 x Brasted @ 6 = 112	£	44.80
	<u>Clerk repayments:</u>		
	Flower bed signage	£	38.58
	Chairman's allowance Christmas cards	£	11.85
DD	EDF Pavilion	£	29.00
DD	EDF Parish Room	£	19.00
	<u>Salary payments:</u>		
CQ905	Mrs King Scott, Clerk + 6.5 hrs o/t [3.5hrs training KHS/3hrs FHWG]		
CQ907	Mrs Bashford, cleaner		
CQ904	Miss Turner, cleaner		
	TOTAL PAYMENTS as at 9 November 2009	£	4538,64

The cheques were signed at the close of business by **Cllrs. Bent and Brooker**
 - 4.2 **Receipts:**

V957	Dunton Green PC, Clerk's services FHWG	£	40.99
V957	Crump, Parish Room (Inv 47)	£	56.25
V958	Summers, Pavilion (Inv 53)	£	43.75
BAC	VAT repayment July-September 2009	£	359.74
V959	Keeper, Parish Room/Pavilion (Invs 6 &12)	£	90.00
SO	The Kent Pub/Rose & Crown - sponsorship flower beds	£	25.00
	TOTAL RECEIPTS as at 9 November 2009	£	615.73

- 4.3 Requests from Victim Support and CAB for Section 137 donations - **passed to the Finance Committee**
4.4 For information: Date of Finance Committee meeting - Monday 16 November 2009 - **noted**

5 DISTRICT COUNCILLORS' REPORTS

19.50 *SO70.1 The Chairman adjourned the meeting for District Cllr. Williamson to answer questions.*

There were no questions from parishioners.

Cllr. Baldwin asked a question about the Appeal Decision on 11 Parkside expressing residents' dissatisfaction with the matter. Cllr. Bent asked District Cllr. Williamson to obtain clarification of the declaration procedure for Ward Councillors at meetings of the SDC Development Control Committee. He also requested clarification on whether or not representation from a Parish Councillor would carry influence at the meetings.

20.00 *The Chairman reconvened the meeting.*

6 CLERK'S REPORT

6.1 Parish Room exterior work.

Memorandum had been circulated to all councillors outlining the extra work that was required due to rotten support beams and lack of insulation. This work will cost in the region of £3,500-£4,000.

6.2 Roof slates Pavilion

These have been purchased from Jewson Ltd and delivered free of charge.

6.3 Flower Beds signage

This has been made and installed by the Clerk's husband

6.4 Recreation Ground.

First worm casting has been carried out: second application in March 2010. A parishioner made contact expressing concerns about the chemical used as she believes it has affected her dog. The Clerk has been assured by Landscape Services that the fungicide is animal safe. The parishioner has been provided with the contact details for Landscape Services.

6.5 Letters of thanks received from Kenward Trust and Royal British Legion for S137 payments.

6.6 Parish Plans

It was agreed to invite Mr Carl Adams of ACRK, to the January 2010 Parish Council Meeting.

6.7 Hedges Recreation Ground by children's play ground

Mr Copple has responded to Council's letter requesting that his hedge be cut. Mr Copple states that he will ask his gardener to look at the hedge but that Council is within its rights to cut this back. He is reluctant to reduce its height for security reasons.

7 FORT HALSTEAD

It was noted that the next meeting of the Working Group will take place on Thursday, 19 November 2009.

There would be an Extraordinary Parish Council meeting on Wednesday 25 November when representatives of village organisations would discuss Section 106 Agreements in relation to the proposed redevelopment at Fort Halstead.

8 PLANNING COMMITTEE

8.1 **The Minutes of the Planning Committee meeting held on Thursday 15 October 2009 were Approved and Signed as a True Record**

8.1.1 **The Minutes of the Planning Committee meeting held on Friday 5 November 2009 were Approved and Signed as a True Record**

8.2. **APPLICATIONS RECEIVED**

SE/09/02117/FUL CAMION, OTFORD LANE, HALSTEAD TN14 7EG - Council Support this application

New conservatory to front of bungalow

8.3 Letter to Sevenoaks District Council concerning Appeal decision on SE/08/03275/FUL//APP/G2245/A/09/2101681

11 Parkside, Halstead. Erection of two terraced houses on the end of an existing terraced house

This matter was discussed with District Cllr. Williamson under item 5

8.4 Enforcement letter relating to Station Court, /London Road. Sevenoaks Road

Council **noted** the contents of the letter.

20.46 *The Chairman adjourned the meeting to permit Cllr. Williamson to speak*

20.48 *The Chairman reconvened the meeting.*

9 AMENITIES & HIGHWAYS COMMITTEE

9.1 Pavilion car park lighting and driveway repairs

The Clerk advised that she had received a form to apply for funding from the Kent County Members grant for the lighting.

This would be in the sum of £1460. It was **Resolved** that the Clerk should complete the application form.

It was **Resolved** that the two bollard lights are to be positioned one by each of the gate posts, near to the car park, just on the roadside of these posts.

Discussion took place about the driveway repairs and it was agreed that the reinstatement work should not be undertaken at this time. **It was Resolved that the potholes should be filled as a matter of urgency.**

Cllr. Bent proposed that the Clerk should have authority to spend up to £350 on repair works, seconded by Cllr. Halliday and

carried unanimously. **It was Resolved that the Clerk could action repair work up to £350. Work to be carried out prior to the next Parish Council meeting..**

9.2 To agree acceptance of quotation for showers heads and drains in the Pavilion Changing Rooms

Quotations had been circulated: Mr Allister Tulett £436.00; Mr Dean Nowers £470.

21.10 SO70 The Chairman adjourned the meeting for councillors to inspect the showers.

21.15 The Chairman reconvened the meeting

Cllr. Baldwin proposed, seconded by Cllr. Blundell that the quotation for £436 from Mr Tulett should be accepted; four in favour, two against.

It was Resolved that Mr Tulett's quotation should be accepted. It was **Resolved** that the Clerk should action this work.

9.3 Parking Clarks Lane and Station Road

It was noted that vehicles are being parked on the corners of the road on yellow lines and over pavements. It was **Resolved** that the Clerk would ask PCSO Barker to issue advisory notices. The Sevenoaks District Council traffic wardens would not be contacted in this instance.

It was noted that cars are still being parked on the footway in Meadway. The Clerk will remind PCSO Barker of this problem.

9.4.1 Kent Men of Trees Competition

It was noted that Halstead Village had been awarded a tree in the competition. Mrs Joanna Overton-Fox, Village Tree Warden, was thanked for accompanying the judge on his visit.

It was **Resolved** that this tree should be planted on the Village Green in Church Road.

9.4.2 To select a tree as offered by the Kent Men of Trees

After discussion on the selection, it was **Resolved** to plant an Acre Crimson King. The Clerk will arrange collection.

9.5 Kent Highway Services

Response to questions put at meeting of 30 September 2009 had been circulated and noted. Following are updates on actions.

Speeding traffic: Mr Malcolm Appleby will be contacted about the positioning of traffic speed wires plus cost of SID and criteria for installation of these.

Flooding in Halstead Lane: Further investigation is required by the drainage engineer. All gullies in the vicinity will be cleared and lines CCTVed. A road closure will be required.

30mph roundels: These have been cleared of vegetation.

Church Road: This is not noted on many street maps and is referred to as Stonehouse Lane.

9.6 FOI request 2: Parish Portal

It was **agreed** that the response was satisfactory.

9.7 KHS Parish Seminar, 24 November, Maidstone

Cllr. Baldwin will attend this meeting if possible.

9.8 Report of the Joint Parish Councils PCSO Meeting

Cllr. Baldwin stated that a formula had been agreed for these meetings.

Information had been provided about the parishes becoming Cold Caller Zones. Council agreed that this should be pursued. PCSO Barker had instigated a weekly report to the Clerks. He will also advise when he works outside of the parishes and for how long. A log of this will be kept by Halstead Clerk.

It was noted that Mr Stephenson, owner of Hancocks, with the assistance of the chef from the Rose & Crown PH, had apprehended a thief in Otford Lane who had broken into a car. Mr Stephenson was commended on his actions.

Cllr. Brooker expressed dissatisfaction that the police response vehicle, which came from Tunbridge Wells and not Swanley, took a long time to arrive which meant that the two parishioners had to hold onto the thief for some considerable time.

It was **Resolved** that the Clerk should write to CI Cooper expressing Council's concerns.

Incident Report October: 3 incidents, 2 x thefts; 1 x burglary to dwelling.

9.9 Parking in London Road/Sevenoaks Road near Knockholt Station.

Councillors expressed concern that there was no news of any consultation. It was **Resolved** that the Clerk should contact Mr Andy Bracey, SDC Engineer to ascertain the current position with the proposed parking plans.

10 **MEDIA**

Newsletter - Items for inclusion

Allotments, dog fouling, Section 106 agreements (Fort Halstead/Village Organisations), new tree, parking on pavements, Parish Room remedial works and hire.

11 **INFORMATION**

11.1 CPRE AGM Friday 13 November, Lenham. CPRE has changed its name to Protect Kent.

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

Monday 14 December 2009

The meeting closed at 22.10

57/09-10