

HALSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 13 JUNE 2011 AT 19.45 IN THE PAVILION, STATION ROAD, HALSTEAD

PRESENT: Cllr. David Taylor - Chairman
Cllr. Jeff Baldwin
Cllr. Sheila Bent
Cllr. Barrie Blundell
Cllr Terry Brooker
Cllr. Chris Ford
Cllr. Karen Grosvenor

IN ATTENDANCE: Clerk, 7 parishioners, District Cllr. John Grint (for part of the meeting).

The meeting convened at 19.45

1 **APOLOGIES** - all councillors were present.
Councillors signed the Attendance Register

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

3 **RESOLVED: The Minutes of the Annual Meeting of Council held on Monday 16 May 2011 were Approved and Signed as a True Record.**

4 **FINANCE**

RESOLVED: That the Accounts as itemised be paid

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

Payments include VAT where relevant.

CQ145	Priory Print, stationery		£ 141.74
CQ146	British Gas - Parish Room	£261.03	
CQ146	British Gas - Pavilion	<u>£354.24</u>	£ 615.27
CQ147	Viridor refuse collection Pavilion: May		£ 33.56
CQ149	Community Led Plan		£1000.00
CQ150	Kent Playing Fields Association - subscription		£ 20.00
CQ151	Local Council Review- subscription		£ 15.50
CQ152	Sencio ganging mowing 2 x pitch @ £40; 2 x ground @ £45		£ 204.00
CQ153	The Councillor, 13 th Edition		£ 15.50
CQ154	Coolings Flower Beds maintenance		£ 425.00
CQ155	Revenue & customs, 1 st quarter		£ 781.27
CQ157	<u>Clerk's expenses incurred while carrying out her duties:</u>		
	Internet, monthly allowance	£ 16.66	
	Postage	£ 16.56	
	Software - Firetrust Mailwash	£ 18.78	
	Quarterly office allowance April-June	£ 40.00	
	Mileage: 1 x Seal @ 14; 4 x bank @ 11 = 58	<u>£ 23.20</u>	£ 115.20
DD	EDF Pavilion	£ 36.00	
DD	EDF Parish Room	<u>£ 17.00</u>	<u>£ 53.00</u>

Salary payments:

CQ156 Mrs King Scott, Clerk

CQ158 Miss Turner, Cleaner

TOTAL PAYMENTS as at 13 June 2011 £4876.99

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

4.2 **Receipts:**

V1044	SDC Election hire (Pavilion)		£ 133.88
V1045	Cock Inn, donation Flower Beds		£ 162.00
V1046	Halstead Netball Club, licence fee (25L)		£ 195.00
BACS	KCC Grant on behalf of Community Led Plan		<u>£ 1000.00</u>
	TOTAL RECEIPTS as at 13 June 2011		£1490.88

4.3 **RESOLVED: The Minutes of the Finance Committee Meeting held on Thursday 9 June 2011 were Approved and Signed as a True Record**

4.4 Report by Chairman of the Finance Committee
Cllr. Bundell advised that the Committee had discussed the Auditor's letter concerning the Clerk's salary and proposed that this should be discussed at the July Parish Council in closed session. Seconded by Cllr. Brooker, carried unanimously.
RESOLVED: The Auditor's recommendation would be discussed at the July Parish Council meeting.

4.5 Fire Protection Services
Cllr. Blundell advised that the Committee had discussed changing the service contract for fire extinguishers from Chubb Fire to Future Fire Protection as they were offering a very competitive service. This would be for a trial period. He proposed that Future Fire Protection should be used for the ensuring year, seconded by Cllr. Bent, carried unanimously.
RESOLVED: Future Fire Protection will be engaged for the servicing of the fire protection equipment for this year.

5 **DISTRICT COUNCILLORS' REPORTS**

District Cllr. Grint will speak on Council's behalf at the JTB Meeting on 15 June.

6 **POLICING**

6.1 **COMMUNITY SUPPORT OFFICER CONTRACT**

Cllr. Blundell proposed that the contract should be signed, second by Cllr. Baldwin, carried 4 in favour, 2 against Cllrs. Bent and Brooker, 1 abstention Cllr. Grosvenor

RESOLVED: The Police Community Support Officer's contract was signed by the Chairman and Clerk.

6.2 Report of the Joint Parishes PCSO Meeting held on 9 June 2011

Report has been circulated and was **noted**.

Cllr. Blundell remarked that there were problems in both parishes with parking and PCSO Barker is to involve an officer to deal with this. A person has been arrested in relation to making off without payment at the Toby Carvery.

7 **CLERK'S REPORT**

7.1 Police incident report May

3 incidents: 1 x attempted burglary London Road; 1 x making off without payment Toby Carvery; 1 x theft and damage to motor vehicle London Road.

7.2 Flower bed Sponsorship

Mr Baker of the Cock Inn is to sponsor two flower beds - one of these at the cross roads, the other at the Recreation Road.

7.3 Dog training in Halstead Lane.

Letter received from Mr Butler advising that he will repair the fence when he is able and reminding Council that this field is his private property.

7.4 Anti Social Behaviour in the children's play area

The slide slope was wrapped in 10cm wide plaster dressing. This was reported to the Police and is being dealt with.

7.5 KALC Councillors Training Day

This will be on Saturday 23 July at Lenham

7.6 30mph sign

The sign at the crossroads will be replaced.

SID

Form has been sent to County Cllr. Parry

7.7 Bonfire

There were problems with a bonfire on Saturday 11 June and officers from the Environmental Agency attended.

7.8 Cigarette butts

A parishioner has complained about the numerous butts deposited on the grass. Cllr. Brooker will speak to the Cricket teams.

7.9 Newsletter

The next will be published at the end of June; content suggestions would be welcome.

8 **PLANNING COMMITTEE**

8.1 **RESOLVED: The Minutes of the Planning Committee Meeting held on Tuesday 24 May 2011 were Approved and Signed as a True Record**

8.2 PLANNING APPLICATIONS

SE/11/01278/FUL PENSURST, OTFORD LANE, TN14 7EE

Garage extension to form double garage with new oil storage tank enclosure. Erection of conservatory to side.

No objection to this application, subject to checks for previous development to the property - see Planning Minutes 13 June 2011

SE/11/01131/LDCEX HURSTWOOD, FARM LONDON ROAD TN14 7DR

Erection of two buildings

Comment only for historical fact - see Planning minutes 13 June 2011

SE/11/01368/FUL 5 THE OLD MANOR, HALSTEAD PLACE, CHURCH ROAD TN14 7BJ

Erection of satellite dish to chimney (retrospective)

No objection to this application, subject to conditions already placed on site - see Planning Minutes 13 June 2011

Application Decisions

Granted

SE/11/00781/LDCEX LIP LAP, OTFORD LANE, TN14 7EG - noted

Stationing of mobile home for use as permanent and independent residential accommodation.

SE/11/00821/CONVAR HALSTEAD PLACE, CHURCH ROAD, TN14 7HQ - noted

Vary condition to allow for extension of permission for sales suite until end of September 2011

SE/11/00208/FUL THE GATEHOUSE, HALSTEAD PLACE, CHURCH ROAD, TN14 7BJ - noted

Erection of an apex garden shed 10' x 5' not permanent structure (will be placed on paving stones). As amended by drawing received 30 May 2011.

SE/11/00779/LDCEX MOD SHACKLANDS ROAD, SHOREHAM - noted

Use class B8: use for storage or as a distribution centre

8.3 SDC LDF Consultation Documents: Development Management; Affordable Housing; Developer Contributions; Countryside Assessment.

These documents are current being circulated to Chairman of Council plus members of the Planning Committee. The consultation ends on 4 August 2011. Clerk requires comments by 22 July so that a composite response can be made.

8.4 Local List of Buildings of Historical and/or architectural interest or value

Council discussed properties that should be recommended for consideration for local listing.

The Cock Inn, Flint Cottages including the Old Post Office in Church Road, Mission Church in Otford Lane, The Gate House at Halstead Place, the entire flint wall at Halstead Place from the entrance to Garden House, Cadlocks in Cadlocks Hill, Flintstocks in Cadlocks Hill.

8.5 Community Led Plan

An open meeting had been held on Saturday 11 June, attended by 27 people. The comments received were very constructive and will be analysis for the next Steering Group Meeting on 22 June.

8.6 Brooklands, Church Road

The property has been completely demolished and a new planning application for a replacement dwelling has been requested by SDC Planning Enforcement

20.32 SO1d The Chairman adjourned the meeting

20.38 The Chairman reconvened the meeting

It was noted that District Cllr. Grint would look into this matter

9 **AMENITIES & HIGHWAYS COMMITTEE**

9.1 **RESOLVED: The Minutes of the Amenities & Highways Committee Meeting held on Wednesday 1 June 2011 were Approved and Signed as a True Record**

9.2 Report by Chairman of the Amenities & Highways Committee

i. Freighter bulk collection

Cllr. Baldwin proposed that an extra collection be added to the September service this to be at 7am-8am in Fort Road, seconded by Cllr. Grosvenor, carried unanimously. Cllr. Baldwin will attend and monitor the usage.

RESOLVED: The Freighter service on 17 September will collect in Fort Road from 7am-8am.

ii Play Area equipment

The Committee recommended that the current equipment should be repaired, refurbished and repainted rather than purchase new play equipment for the same location on the Recreation Ground.

It was **Resolved** that the Clerk would check the cost of repairing the large piece of play before placing the order with Wicksteed. Prices will be obtained for painting the other rides.

iii Waste Bin in Play Area

After discussion it was **Resolved** that a Topsy bin colour blue should be purchased for the play area proposed by Cllr.

Baldwin, seconded by Cllr. Blundell, carried unanimously; and that a Tidy Bear Bin colour brown should also be purchased for the play area, proposed by Cllr Baldwin, seconded by Cllr. Grosvenor, carried unanimously..

RESOLVED: Two bins will be purchased for the children's play area.

iv PROW

Cllr. Baldwin has inspected many of Council's PROW to assess the condition. SR11 and SR41 require clearance.

9.3 Membership of the Amenities & Highways Committee.

Cllr. Brooker wishes to stand down from the committee. He is now Chairman of the Planning Committee and also attends the Finance Committee.

Cllr. Blundell proposed Cllr. Ford to fill the vacancy, seconded by Cllr. Grosvenor, carried unanimously.

RESOLVED: Cllr. Chris Ford shall be a member of the Amenities & Highways Committee.

- 9.4 Queen Elizabeth II Diamond Jubilee celebration
Clerk has attempted to make contact with Mrs Jean Peel who is planning a village celebration.. It was agreed that the Clerk would ascertain whether the Council could legally provide financially support for a celebration. **Agenda item July Parish Council meeting.**
- 9.5 Hedge opposite Post Office and Village Shop
Concern was expressed that the hedge is encroaching over the highway and obstructing traffic.
It was **Resolved** that the Clerk should write to the owner requesting he cut this and copy the letter to Kent Highways Services.

- 9.6 Joint Transportation Board meeting
The meeting will be held on Wednesday 15 June and a decision will be made about the parking and yellow lineage at Knockholt Station/London Road/Sevenoaks Road. Cllrs. Taylor and Baldwin will attend the meeting.

21.10 SO1d The Chairman adjourned the meeting for parishioners to discuss the above

21.16 The Chairman reconvened the meeting

- 9.7 Parking at the corner of Otford Lane/Knockholt Road
PCSO Barker is dealing with this matter.

10 INFORMATION

- 10.1 KCC Working in partnership with Compaid Trust providing Kent Karrier Dail-a-Ride Service as a replacement to SDC transport. **For inclusion in the newsletter**
- 10.2 CAB AGM Wednesday 6 July at 4pm, Poplar Suite, The Woodlands, Swanley - **noted**
- 10.3 Cllr. Robert Orridge elected Chairman of Council;. Peter Fleming continues as Leader of the Council - **noted**

- 11 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL** Monday 11 July 2011 in the Pavilion, Station Road. .

The meeting closed at 22.24