

HALSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 14 FEBRUARY 2011 AT 19.45 IN THE PAVILION, STATION ROAD, HALSTEAD

PRESENT: Cllr David Taylor, Chairman
Cllr. Jeff Baldwin
Cllr. Barrie Blundell
Cllr. Terry Brooker
Cllr. Karen Grosvenor
Cllr. Christine Halliday

IN ATTENDANCE: Clerk, District Cllrs. John Grint and Gary Williamson, 12 parishioners.

The Chairman announced the sad news that Cllr. Tony Bent had died on the previous Saturday. The Chairman spoke on Cllr. Bent's dedication to Halstead and his work on the Council. Cllrs. Baldwin and Brooker also spoke in remembrance of Cllr. Bent. Council, Clerk and parishioners stood and observed a minute's silent in remembrance of Cllr. Bent

The meeting convened at 19.47

1 APOLOGIES - Nil

2 DECLARATIONS OF INTEREST ON AGENDA ITEMS

Cllr. Halliday declared a Personal Interest in 4.3 her son is a member of the Halstead Cricket Club;
Cllr. Baldwin declared a Personal Interest in 4.3, his son is a member of the Cricket Club;
Cllr. Brooker declared a Personal and Prejudicial Interest in 4.3, he is a member of the Cricket Club.
Cllr. Blundell declared a Personal and Prejudicial Interest in 9. He lives in close proximity of Halstead Place.(Item will be for noting only.)

3 RESOLVED: The Minutes of the Parish Council Meeting held on Monday 10 January 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. Grosvenor** and carried unanimously

Payments include VAT where relevant

CQ3082 Mr Alan Southon, Parish Room clock repair	£ 200.00	
CQ3083 Gerald Brookes hedging	£ 360.00	
CQ3084 Alistair Tulett, boiler service, Pavilion	£ 0164.50	
CQ3084 Alistair Tulett, boiler service, Parish Room	£ 82.25	
CQ3085 Alistair Tulett, emergency repair Pavilion	<u>£ 21.15</u>	£ 267.90
CQ3085 Kent Police, 3 rd & 4 th quarter PCSO salary		£3488.40
CQ3086 Wicksteed Playscapes, play ground inspection		£ 54.00
CQ3087 Viridor, refuse collection 4/1/11-25/1/11		£ 23.40
CQ3088 KALC Planning Training Day - Cllr. Grosvenor		£ 72.00
CQ3089 Priory Print & Stationery		£ 92.74
CQ3090 St Margaret's Church, use of North Room		£ 10.00
CQ3091 Abbey Flooring- Pavilion works:		
a. removal and disposal of wooden floor	£ 550.00	
b. 50% deposit wooden & vinyl flooring	£3586.01	£4136.01
CQ3092 <u>Clerk's expenses incurred while carrying out her duties:</u>		
Internet, monthly allowance	£ 16.66	
Postage	£ 17.28	
Stationery	£ 31.00	
Keys	£ 18.00	
Website 1&1 CLP	£ 7.18	
Mileage: 8 x meetings Pavilion @ 3; 2 x Dunbrik depot @ 10; 7 x bank @ 11 = 121	<u>£ 48.40</u>	£ 138.52
CQ3093 Repayment to Clerk excess on insurance		£ 250.00
DD EDF Pavilion	£ 36.00	
DD EDF Parish Room	<u>£ 17.00</u>	<u>£ 53.00</u>
Salary payments:		
CQ3095 Mrs King Scott, Clerk		

CQ3094 Miss Turner, Cleaner

TOTAL PAYMENTS as at 14 February 2011 £10317.35

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

It was **noted** that two cheques would require signatures later in the week: one for British Telecommunications, the other for Mr Gerald Brooks for hedge work

4.2 Receipts:

V1017	Mrs Baldwin, Parish Room (Inv 15/16/69)	£ 227.50
V1018	Ms Summers, Parish Room (Inv 65)	£ 39.00
V1018	Halstead Concert Band, Parish Room (Inv 66)	£ 71.50
V1019	Mrs Wilcox, Parish Room (Inv 67)	£ 32.50
V1020	Mr Fenwick, Parish Room (Inv 63)	£ 58.50
V1021	Mrs Keeper, Parish Room & Pavilion (Inv 72/73)	£ 165.75
V1022	Junior Football Club - 50% Licence Fee (Inv 70L)	£ 300.00
V1023	Rainbow Pre-School term 3, Parish Room (Inv 75)	£ 297.00
V1023	Mrs Hollands, Parish Room (Inv 74)	£ 17.00
V1024	Mr Houssein, Pavilion (Inv 71)	£ 52.00
BACS	VAT repayment, 3 rd quarter	£ 200.15
V1025	Ms Bryer, Parish Room (Inv 76)	£ 51.00
V1026	Zurich Insurance, interim payment against insurance	<u>£5000.00</u>
	TOTAL RECEIPTS as at 14 February 2011	£6511.90

It was **noted** that a Finance Committee meeting will be required mid-March to discuss insurance. Date to be agreed.

Cllr. Brooker made a statement and left the meeting

4.3 Cricket Club licence fee for the financial year 1 April 2011- 31 March 2012.

It had been proposed by the Finance Committee that the current Licence fee of £975 should be increase by £20 to £995.

Cllr. Halliday spoke against this motion, supported by Cllr. Grosvenor.

Cllrs. Blundell and Baldwin spoke for the motion.

The Chairman asked for a motion that could be put to the vote. Cllr. Halliday proposed that the Licence fee remains at £975 as current, seconded by Cllr. Grosvenor and carried 3 votes in favour, 2 against.

RESOLVED: That the Cricket Club's Licence fee for the financial year 1 April 2011 - 31 March 2012 will be £975. No increase.

Cllr. Brooker returned to the meeting

5 DISTRICT COUNCILLORS' REPORTS

District Cllr. Williamson spoke about the use of the Chelsfield Ammunition Depot at Badgers Mount.

Badgers Mount Residents Association has circulated letters concerning the new owner FM Conway, Highway works.

The company states that it will only be used for storage and distribution not as a transfer station. Sevenoaks District Council is aware of the concerns of residents.

6 CLERK'S REPORT

6.1 Police Incident report for January - 3 crimes

1 x burglary dwelling London Road ; 2 x thefts form motor vehicles London Road.

6.2 Parking in London Road and Sevenoaks Road, Knockholt Station.

Michael Fallon MP has contacted CI Futers and KCC concerning skip movements and parking problems.

CI Futers has visited the area and the situation with yellow lines has been explained to him. CI Futers believes there should be more yellow lineage. He has been given Michael Sammut's contact details.

PCSO Barker has leafleted the cars asking the drivers not to park on both sides of the roads. He has also visited the skip company.

Mr Fallon has contact Charles Horton, CE South Eastern to enquire why Council's letters were not acknowledged.

Michael Sammut, KHS Engineer assures Council that the safety lineage will be carried out imminently.

20.40 SO70.1 the Chairman adjourned the meeting for parishioners to speak.

21.00 The Chairman reconvened the meeting.

Concern and dissatisfaction was expressed by all. District Cllr. Williamson said that the Chairman of the JTBC Cllr. Beesley should be contacted regarding yellow lines.

It was agreed that the Clerk should contact Mr Sammut and press for the introduction of extra yellow lines which restricted parking for a set time period as a matter of urgency.

6.3 S137 payments. Thanks from Vitalise and CAB

6.4 The Kent Men of Trees membership form. **No action.**

6.5 Sightlines at the end of Meadways - 4 Knockholt Road.

Highways Engineer states that the fence does not cause any problems, It was **Resolved** that the Clerk should write to the owners to ask them to cut the foliage back.

- 6.6 Unsigned letter from Otford Lane residents.
Council was in receipt of a copy of the above which had been sent to Planning Enforcement SDC. It related to work which appeared to be happening at the rear of the Rose & Crown PH. SDC advises that no action is taken on anonymous letters.
- 6.7 Allotments
Mr Latheron advises that notice will be served on the people occupying the land in Beldam Haw.
Council requires notice of the time scale for the clearance of the land. Council would like the letter to state that new agreements will be made with the Parish Council.
This matter will be discussed by the Amenities & Highways Committee.
8. Dog training - field in Halstead Lane
Several parishioners had made complaints about the dog training being carried out on an irregular basis in Halstead Lane.
It was **Resolved** that a letter should be written to Mr Ian Butler who owns the land asking about security.
It was **Resolved** that a letter should be written to Chief Inspector Futers with information about the users.
It was **Resolved** that the Clerk should contact a parishioner who is a police dog handler to ask his advice.
- 7 POLICE**
- 7.1 Information from Clerks in surrounding parishes concerning PCSO presence in their parishes.
The comments were noted. It appears that other parishes do not have the support and coverage provided to Halstead.
Cllr. Baldwin stated that he believed the Chief Constable of Kent was to devolve more powers to PCSO.
It was **Resolved** to write to Chief Inspector Futers on this matter.
- 21.30 SO70.1 The Chairman adjourned the meeting for Mr Hall to speak*
21.32 The Chairman reconvened the meeting
- 7.2 Letter from Chief Inspector Futers requesting confirmation that Council will continue to financially support PCSO Nick Barker. The letter had been circulated.
The Chairman proposed that Council continue to fund PCSO Barker, carried 5 in favour, 1 against Cllr. Brooker.
It was Resolved that Council will continue to finance PCSO Barker for the financial year 1 April 2011 - 31 March 2012.
This matter will be discussed again when preparing the budget for financial year 2012/2013.
- 8 COMMUNITY LED PLAN**
The next meeting is on Wednesday 23 February in the North Room. Cllrs. Taylor and Brooker will attend.
- 8 PLANNING COMMITTEE**
- 9.1 **The Minutes of the Planning Committee Meeting held on Thursday 20 January 2011 were Approved and Signed as a True Record.**
The Minutes of the Planning Committee Meeting held on Monday 7 February 2011 were Approved and Signed as a True Record.
- 9.2 **PLANNING APPLICATIONS**
Received:
SE/10/03491/LDCEX LIP LAP FARM, OTFORD LANE, HALSTEAD TN14 7EG
Stationing of mobile home for use as permanent and independent residential accommodation.
Council support this application.
- SE/11/00011 ROSEWOOD, STONEHOUSE LANE, TN14 7HN
Replacement dwelling (re-submission of planning application SE/10/02924/FUL)
Council strongly opposed this application.
- 9.3 **Decisions**
Granted
SE/10/03314/FUL BROOKLANDS, CHURCH ROAD TN14 7HF
Demolition of existing garage and office to facilitate side extension and conversion of the roof-space to create two bedrooms plus demolition of areas of the existing building resulting in the reduction of the existing building footprint - **noted**
- SE/03211/FUL NORWOOD HOUSE, 1-2 CHURCH ROAD TN14 7HE
Conversion of an existing dwelling to form two dwellings - **noted**
- SE/10/03283/FUL & 10/03284/CAC HALSTEAD PLACE, CHURCH ROAD TN14 7HQ
Proposed erection of new entrance gates and walling, as well as proposed reinstatement of collapsed flint walling alongside the existing Victorian gate lodge along Church Road pursuant to planning permission granted under application reference SE/08/01915/FUL (retrospective) - **noted**

Appeal Decision

Refused

APP/G2245/A/10/2131502 FORMER HALSTEAD PLACE, CHURCH ROAD TN14 7HQ
AMENDMENT OF APPROVED PLANNING CONSENT UNDER REF: SE/08/019151/FUL

To provide for the erection of three additional dwelling units and minor amendments to the approved layout - **noted**

9.4 Core Strategy, Local Development Framework Inspector's Report - **noted**

10 AMENITIES & HIGHWAYS COMMITTEE

10.1 Pavilion

Work will start to relay all the flooring in the Pavilion on Monday 21 February.

The Loss Adjuster has agreed to pay for the wooden flooring, vinyl tiles in kitchen, lobby, gents, ladies and disabled persons toilets. Wall tiling in the kitchen will be replaced and there will be new skirting board in the hall.

An interim payment of £5000 has been received from Zurich.

Hirers should be able to use the hall from 1 March.

10.2 Play Area

Report from Wicksteed Leisure - **noted**.

It was **Resolved** that an Amenities & Highways Committee meeting should be held in the near future during day light hours so that a visit to the Play Area can be made to assess the condition of the rides.

11 ANNUAL PARISH MEETING

To agree a date.

This will need to be a Monday because of hall usage. Councillors were asked to circulate dates to the Clerk.

12 INFORMATION

12.1 KALC Training Module advance notice - **noted**

12.2 The Queen Elizabeth II Playing Fields Challenge - **Clerk will ask for further details.**

12.3 Forestry Commission Consultation The Future of the Public Forest Estate in England - **Clerk will circulate details.**

12.4 Notification that flights using Biggin Hill could increase during the period of the Olympics. Consultation period will close on 18 February. **Council will register an objection.**

12 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL

Monday 14 March 2011 in the Pavilion, Station Road. .

The meeting close at 22.20