

HALSTEAD PARISH COUNCIL

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

PRESENT: Cllr Terry Brooker- Vice Chairman in the Chair
Cllr. Jeff Baldwin
Cllr. Barrie Blundell
Cllr. Karen Grosvenor
Cllr. Christine Halliday

IN ATTENDANCE: Clerk, District Cllr Gary Williamson, 10 parishioners, Cllr. Granger London Borough of Bromley.

The meeting convened at 19.50

It was RESOLVED to accept late business under Amenities & Highways, item 10.8 bus stop in Station Road

1 **APOLOGIES** were received and accepted from Cllr. Taylor who was unwell.
Councillors signed the Attendance Register

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

3 **RESOLVED: The Minutes of the Parish Council Meeting held on Monday 14 February 2011 were Approved and Signed as a True Record.**

4 **FINANCE**

RESOLVED: That the Accounts as itemised be paid

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

4.1 To resolve payment of the following accounts received prior to the Council meeting on 14 March 2011
Payments include VAT where relevant.

CQ3096	British Telecom		£ 98.18
CQ3097	Gerald Brooks hedging		£ 360.00
CQ3098	ARCO, cleaning materials Pavilion/Parish Room		£ 110.71
CQ3099	Liberty Femcare annual payment Pav	£ 84.00	
CQ3099	Liberty Femcare annual payment P.Room	£ 84.00	£ 168.00
CQ100	SDC Freighter Service 19.2.11		£ 222.00
CQ101	Abbey Flooring- Pavilion floor work second 50%		£3586.01
CQ102	Peter Wilson, tiling kitchen Pavilion		£ 165.00
CQ103	Mrs V Herbert, repayment Pavilion hire		£ 25.50
CQ104	Viridor Waste collection, Pavilion		£ 23.40
CQ105	British Gas - Parish Room	£215.08	
CQ105	British Gas - Pavilion	£378.34	£ 593.42
CQ106	Hanburywood Ltd - Pavilion skirting board		£ 390.00
CQ107	Clerk's expenses incurred while carrying out her duties:		
	Internet, monthly allowance	£ 16.66	
	Postage	£ 14.76	
	Website 1&1	£ 35.93	
	Stationery	0.38	
	Quarterly office allowance Jan-March	£ 40.00	
	Mileage: 7 x meetings Pavilion @ 3; 3 x Dunbrik depot @ 10; 3 x bank @ 11; 1 x Acro @ 8; 1 x Homebase @ 8 = 100	£ 40.00	£ 147.73
CQ108	Repayment to Clerk:		
	Cleaning items & mats Pavilion		£ 69.27
DD	EDF Pavilion	£ 36.00	
DD	EDF Parish Room	£ 17.00	£ 53.00
CQ109	Revenue & Customs PAYE 4 th quarter		£ 864.38
	Salary payments:		
CQ111	Mrs King Scott, Clerk		
CQ110	Miss Turner, Cleaner		
	TOTAL PAYMENTS as at 14 March 2011		£8074.57

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

4.2	Receipts:		
	KALC Planning Training Day - Cllr. Grosvenor	£	72.00
V1027	Ms Summers, Parish Room (Inv 78)	£	32.50
V1028	Halstead Concert Band, Pavilion (Inv 80)	£	58.50
V1029	Mr Houssein, Pavilion (Inv 77)	£	13.00
V1029	Mr Fenwick, Parish Room (Inv 64)	£	39.00
V1029	Mrs Herbert, Pavilion (Inv 81)	£	25.50
V1030	Mrs Sampson, Pavilion (Inv 85)	£	51.00
V1030	Mrs Wilcox, Parish Room (Inv 84)	£	32.50
V1031	Knockholt Parish Council, 1/3 payment freighter service	£	61.67
	TOTAL RECEIPTS as at 14 March 2011	£	385.67

4.3 **RESOLVED: The Minutes of the Finance Committee Meeting held on Thursday 3 March 2011 were Approved and Signed as a True Record with one correction, delete £3120.10 insert £2964.10**

4.4 Finance Chairman's Report

Cllr. Blundell recommended to Council that if the insurance claim is settled by the end of the financial year Council should accept the quotation from Came & Company and enter into a three year agreement with a premium of £2964.10

Cllr. Blundell recommended to Council that if the insurance claim is not settled by the end of the financial year Council should accept the quotation from Zurich Municipal Insurance for a one year term with a premium of £4239.57.

The recommendations were **Resolved**

5 **DISTRICT COUNCILLORS' REPORTS**

District Cllr. Williamson will attend the meeting of the Joint Transportation Board.

6 **CLERK'S REPORT**

6.1 Police incident report for February - 9 crimes

1 x burglary dwelling; 5 x Thefts from motor vehicles; 1 theft of motor vehicles; 1 x attempted theft from motor vehicle; 1 attempted robbery

6.2 Skip lorry movements and condition of car park

Southeastern has sent two letters of apology for not responding to Council's letters and are looking into the problems with the car park. Clerk has a photograph to send showing skip vehicles parked in the car park plus empty parking spaces due to this.. Mr Fallon MP has contacted the Environment Agency about skip movements and they in turn have contacted the Clerk after visiting site. Permitted skip vehicle movements 7.30am - 6pm Monday - Friday and 7.30am - 1pm Saturday.

6.3 Norwood, Church Road.

Permission was granted for the removal of one chimney and planning conditions are very robust as the property is within the Conservation Area.

6.4 Beldam Haw is to be closed for two days from 4 April for patching prior to resurfaced from 1 June for 6 days; road closure 7am - 7pm. - road closure. The Clerk will contact KCC to ensure residents are advised.

Old London Road between A224 London Road and Watercroft Road will be closed for work 3 May for 2 days 7am - 7pm.

6.5 Newsletter contents.

Content was discussed; it was agreed to add to these, Clear Up Day poster competition with the school; green gym; mothers play area consultation for rides; fly tipping; black sacks and dog fouling.

6.6 Election: Reminder that nomination papers must be in between 28 March and midday 4 April.

6.7 Allotments

Letter will be sent out to residents by SDC on Wednesday 16 March advising they must vacate of land.

7 **PARKING LONDON ROAD/SEVENOAKS ROAD NEAR KNOCKHOLT STATION**

Documentation concerning the matter had been circulated to all councillors.

The Joint Transportation Board is to meet on Tuesday 15 March and this matter is an agenda item.

SDC is recommending that the previous parking measures put forward in 2009 be implemented.

It was agreed that Council would provide District Cllr. Williamson and County Cllr. Parry with its thoughts on the recommendation.

Considerable discussion was held on this subject.

The Chairman adjourned the meeting four times which totalled approximately 20 minutes to permit parishioners and District Cllr. Williamson and Bromley Borough Cllr. Granger to speak.

The points noted by Council was that provision for a car park as requested by Kent Police was not viable. The station parking is now high-lighted as a crime and traffic hot-spot by Kent Police.

Permit parking and the implementation of camera were also discussed.

Councillors put forward suggestions and a proposal was made by Cllr. Blundell.

Cllr Blundell proposed;

A single yellow line with time restriction should be installed from Watercroft Road, along London Road past Cadlocks Hill, continuing along Sevenoaks Road up to the A21 (opposite side to Knockholt Station); that the side of Sevenoaks Road where the station is situated should not be yellow lined or marked up for payment parking but should remain a free parking area.

This was seconded by Cllr Baldwin and carried unanimously.

Cllr. Halliday proposed;

The motion should also include that these measures are monitored for displacement and further measures installed as necessary, seconded by Cllr. Baldwin and carried unanimously.

It was **Resolved** that these motions should be sent to the JTB via District Cllr. Williamson and County Cllr. Parry.

8 DOG TRAINING, HALSTEAD LANE

Mr Butler had responded to Council's letter which had been circulated.

21.25 SO70.1 The Chairman adjourned the meeting

21.30 The Chairman reconvened the meeting

It was **Resolved** that the Clerk should write to Mr Butler requesting that the fence repairs or replacement should be carried out as soon as possible. Cllrs. Baldwin and Grosvenor will attend the next dog training session. The Clerk will request the date in advance.

9 PLANNING COMMITTEE

9.1 **RESOLVED: The Minutes of the Planning Committee Meeting held on Monday 14 February 2011 were Approved and Signed as a True Record**

9.2 PLANNING APPLICATIONS

Withdrawn

SE/10/03512/FUL BEAUMONT, OTFORD LANE, TN14 7EQ - **noted**

Erection of replacement dwelling (re-submission to application SE/09/01617/FUL)

Appeal Hearing

APP/G2245/A/11/2146212/WF SE/11/00011 ROSEWOOD, STONEHOUSE LANE, TN14 7HN - **noted**

Replacement dwelling (re-submission of planning application SE/10/02924/FUL

Will be determined by written representation.

Tree Preservation Order

Order placed on two beech trees at Rosewood, Stonehouse Road, Halstead dated 3 March 2011. - **noted**

9.4 Meeting Sevenoaks District Council Core Strategy, LDF & The Localism Bill

Adoption of the Local Development Framework Core Strategy.

The Document is available to view at libraries and on the SDC website. Anyone aggrieved by the adoption must make an application not later 21 April.

Cllr. Grosvenor made a detailed report of the meeting. The Presentation given by Mr Alan Dyer, Senior Planning Policy Manager had been circulated to councillors.

21.38 SO70.1 The Chairman adjourned the meeting

21.40 The Chairman reconvened the meeting

10 AMENITIES & HIGHWAYS COMMITTEE

10.1 **RESOLVED: The Minutes of the Amenities & Highways Committee Meeting held on Thursday 3 March 2011 were Approved and Signed as a True Record.**

10.2 Amenities & Highways Chairman's Report

The Committee had visited the Children's play area and agreed that the bench should be replaced. The Clerk is looking into the cost of purchased a recycled bench. The benches on the Recreation Ground also require treatment.

The play area and netball court require power washing to remove moss. Quotes will be obtained.

10.3 Replacement of toddler swing seats in play area and shims.

Cllr. Baldwin proposed that the quotation from Wicksteed Leisure for replacing shims £7.00, 2 x toddler cradle seats £196.00, labour £160 for a **total £363.00** should be accept, seconded by Cllr. Halliday and carried unanimously.

It was **Resolved** that the quotation in the sum of £363.00 from Wicksteed Leisure to supply and carry out work be accepted.

10.4 Halstead Gardens Open

It was **Resolved** that the plant stall and charity gazabo can be positioned on the Village Green Church Road on 5/6 June.

10.5 Traffic calming

Letter from Ms Stigger had been circulated.

Council discussed the matter and expressed understand for the problems mentioned in Ms Stigger's letter.

It was **Resolved** that the Clerk should write to Ms Stigger explaining the conditions linked to traffic calming including the introduction of electric lighting.

It was **Resolved** that the Clerk should write to Ward Homes with a reminder that the footways and grass verges will need reinstatement when the development is completed: the letter also to mention the speed of vehicles particularly cement lorries.

10.6 Fields in Trust - Queen Elizabeth II Playing Fields -**deferred to the April Parish Council Meeting**

10.7 Village Clear Up Day

It was **Resolved** that this will be held on Saturday 9 April assemble at 9.30am at the Pavilion.

10.8 **Bus Stop in Station Road**

The Chairman adjourned the meeting twice for parishioners to speak. Mrs Bowen who is directly affected by the bus stop had already spoken on this in parishioners' question time at the start of the meeting.

Council discussed the matter and agreed that the bus stop should not have been re-activated without consulting with the neighbours and advising Council as a matter of courtesy, which is normal practice.

Mr Daniel Washington, Bus Stop Planning Officer Kent County Council has offered to meet with Council. He agrees he should have consulted the neighbours.

It was **Resolved** that members of the Amenities & Highways Committee will meet with Daniel Washington on Wednesday 16 March, 9.30am on site. Mr & Mrs Bowen are invited.

11 **PCSO POWERS - deferred to the April Parish Council meeting**

12 **ANNUAL PARISH MEETING**

It was **Resolved** to hold the Annual Parish Meeting on Wednesday 6 April at 7.30pm in the Pavilion.

13 **INFORMATION**

13.1 Sevenoaks Town Mayor is hosting a St George's Day Gala Evening at the Stag Art Centre. Tickets cost £10.

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

The meeting closed at 22.10