

HALSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 9 JULY 2012 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

IN ATTENDANCE: Clerk, 2 parishioners. District Cllr. John Grint for part of the meeting.

The meeting convened at 19.45

1 APOLOGIES were received and accepted from Cllrs. Sheila Bent who had a previous commitment and Chris Ford who was on holiday. Councillors present signed the attendance register.

2 DECLARATIONS OF INTEREST ON AGENDA ITEMS
Nil

3 RESOLVED: The Minutes of the Parish Council meeting held on Monday 11 June 2012 were Approved and Signed as a True Record.

4 FINANCE

5.1 RESOLVED: That the Accounts as itemised be paid

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

Payments include VAT where relevant.

CQ328	Thames Water Utilities, Pavilion	£ 53.09	
CQ329	PJ Garden Services, 4th cut: mow & strim	£ 140.00	
CQ330	Arco cleaning materials, Pavilion/Parish Room	£ 148.15	
CQ331	Viridor refuse collection Pavilion June	£ 28.83	
CQ332	Thames Water - Parish Room	£ 70.86	
CQ334	<u>Clerk's expenses incurred while carrying out her duties:</u>		
	Internet, monthly allowance	£ 16.66	
	Postage	£ 17.50	
	Office allowance April -June	£ 40.00	
	Mileage: 2 x Bank@11; 1xArco@12 = 34	<u>£ 13.60</u>	£ 87.76
CQ333	<u>Repayments to Clerk:</u>		
	Keys Parish Room	£ 17.00	
	Panic bar, Pavilion	<u>£113.94</u>	£ 130.94
DD	EDF Pavilion	£ 36.00	
DD	EDF Parish Room	<u>£ 33.00</u>	<u>£ 69.00</u>
	TOTAL PAYMENTS as at 9 July 2012		£ 728.63

Plus salary payments:

CQ335 Mrs King Scott, Clerk. CQ336 Ms Fisher, Cleaner

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

4.2 Receipts:

BACS	Cock Inn, sponsorship flower beds	£ 25.00	
V1097	Ms James, Pavilion (Inv 19/20)	£ 77.00	
V1098	Kent Police, refund again PCSO salary 2011-12	<u>£ 804.58</u>	
	TOTAL RECEIPTS as at 9 July 2012		£ 906.58

4.3 Section 137 payments

i. Request for support from St Margaret's Church for repairs of mowers

ii. Request for support from CAB

These will be discussed at the next meeting of the Finance Committee and a recommendation made to Council..

4.2 Finance Committee

The next meeting will be held on Tuesday 17 July at 18.00 in the Pavilion, Station Road.

5 DISTRICT COUNCILLORS' REPORT

No report

0 **CLERK'S REPORT**

6.1 Policing - 2 incidents in July.

1 x burglary from container in Otford Lane, 1 x theft of motor vehicle near Knockholt Station.
Refund on PCSO services received again 42 days.

6.2 Roof space in Pavilion.

Surveyor from Gullivers in Otford visited site and advises there is no sign of wood-worm in the beams. He suggests that all miscellaneous wooden items such as table tops and benches should be removed.
The Cricket Club's fencing has already been removed and destroyed.

6.3 Pavilion

The panic bars on the double glass doors have been smashed. This was discovered by the Cricket Club on Sunday morning. Closure of the door had been problematic on Friday and Saturday. This appears to be accidental damage. The fitment has been replaced by Cllr. Brooker.

6.4 Cleaner

Miss Fisher has verbally tendered her notice. Written resignation is awaited.

6.5 Football Club - training

Cllr. Baldwin believes that training should not start in early July. John Brett, Football Club manager will meet with Council. Date for a meeting with the Amenities & Highways Committee was agreed for Tuesday 17 July. Clerk advised that training had started in July last year and that Mr Brett had given notice of intent to the Clerk as per the licence.

6.6 Invitation from Hadlow College

A councillor and a guest have been invited to the Broadview Tea Room. It was agreed the Chairman should attend.

6.7 Letter received from Mr & Mrs Samworth, Halstead Place

Thanking Council for trying to find a solution to the 'shed problem' at Halstead Place. Mr & Mrs Samworth believe that Sevenoaks District Council's recommendations are unsatisfactory and more visually intrusive than wooden sheds.

6.8 Voluntary Action Within Kent (VAWK) Youth Zone

Will be visiting the Recreation Ground on 24 and 31 August. A donation has been requested; £100 is suggested for each visit.

6.9 The Play Place

This will be visiting Knockholt Recreation Ground on 1 August from 2.30pm - 5.30pm. This is free to participants but has cost Knockholt Parish Council £525.

6.10 London Borough of Bromley re: planning application consultation

Mr Bob McQuillan, Chief Planner advises that Halstead PC cannot be approached direct for consultation regarding planning applications on the boundary. He suggested that SDC be contacted and a request made for them to contact Halstead for comments. Alternatively, Halstead PC can visit LB Bromley's website on a regular basis to check on planning applications. Clerk has spoken with Cllr. Julian Grainger(Bromley) who has asked Tim Bloomfield, Development Control Manager to list Halstead PC as an adjoining authority.

6.11 Scheduled Ancient Monument - Halstead Place

Copy letter from St Margaret's PCC requesting that Ward's arrange for a second fence to be positioned between the new boundary fence of the amenity land and the SAM so that contractors working on this land will know where the SAM land starts and will not intrude.

7 **CODE OF CONDUCT**

Acceptance of Registers of Interest

These were duly completed by Cllrs. Baldwin, Blundell, Brooker, Grosvenor and Taylor and passed to the Clerk.

Cllrs. Bent and Ford will complete their Registers and hand to the Clerk at the August Parish Council meeting.

It is anticipated that The Code of Conduct will be agreed and accepted at the August Parish Council. Which Code has still to be decided. All Registers must be accessible to view via the Parish Council website.

8 **PLANNING COMMITTEE**

- 8.1 **RESOLVED: The Minutes of the Planning Committee meeting held on Thursday 14 June 2012 were Approved and Signed as a True Record**
RESOLVED: The Minutes of the Planning Committee meeting held on Wednesday 4 July 2012 were Approved and Signed as a True Record

8.2 APPLICATIONS RECEIVED

12/01421/HOUSE THE OLD RECTORY, CHURCH ROAD, TN14 7HG

12/01421/LBCALT THE OLD RECTORY, CHURCH ROAD, TN14 7HG

Demolition of a single storey rear extension to facilitate the erection of a new single storey rear extension - **No objection**

8.2.1 APPLICATION DECISIONS

Granted

12/00824/LDCEX THE STABLES, OAK TREE FARM, LONDON ROAD

Use as 2 single dwelling houses - **Noted**

12/01101/HOUSE 3 THE MANOR, HALSTEAD PLACE, TN14 7BJ

Replace existing window with a door - **Noted**

12/00484/HOUSE 8 HAZEL COTTAGES, OTFORD LANE, TN14 7ED

Erection of a ground floor extension with pitched roof - **Noted**

Refused

12/00889/FUL LIPLAP, OTFORD LANE, TN14 7EG

Replacement of existing mobile home (with lawful use as a permanent and independent unit of residential accommodation) and erection of a detached house. Demolition of dilapidated outbuildings - **Noted**

12/00914/HOUSE DORMINTON, STONEHOUSE ROAD, TN14 7HN

Erection of a two storey side extension and ground floor size extension. - **Noted**

8.3 Fort Halstead

Community planning weekend, Friday 13 and Saturday 14 July.

It was noted that there was a rolling programme which appeared to be different on each day.

It was **resolved** that the Clerk should contact Mr Alan Dyer, SDC to ascertain whether the District Council's position that Fort Halstead was **not required** for housing was still applicable.

8.4.1 Consultation: Community Infrastructure Levy, preliminary draft charging schedule June 2012

The consultation was discussed. Cllr. Grosvenor highlighted several points which concerned her.

It was agreed that all members would read the document and send their comments to the Clerk by 23 July so that she could respond by the beginning of August.

8.4.2 Community Led Plan

No dates for meetings. Cllr Taylor will suggest that the Village Design Document could be incorporated within the CLP.

9 AMENITIES & HIGHWAYS COMMITTEE

9.1 **RESOLVED: The Minutes of the Amenities & Highways Committee meeting held on Thursday 5 July 2012 were Approved and Signed as a True Record**

9.2 **Allotments**

Papers are still awaited from SDC for the transfer. It was **resolved** that the Clerk should write again to Mr Graham Grove who is acting on behalf of Council. If no response is received within a week, the Clerk will arrange a meeting between Council, Mr Grove and District Cllr. Grint.

i. Fencing

The Amenities & Highways Committee recommended that Pride Fencing's quotation be accepted for the fencing work in Beldam Haw. Cllr. Baldwin proposed that the quotation from Pride Fencing for the sum of £8920 excluding VAT should be accepted subject to the price remaining the same as quoted, seconded by Cllr. Blundell and carried.

The Clerk will contact Prides to ascertain that there will not be any price increase.

RESOLVED: That the quotation for fencing the allotment land in Beldam Haw from Pride Fencing in the sum of £8920 ex.VAT should be accepted as long as the price remains the same as quoted.

9.3 Speed Watch

A parishioner has requested that Speed Watch be carried out in Shoreham Lane. The Clerk advised that the area has not been approved for Speed Watch activities. Contact will be made with the Speed Watch Officer.

9.4 Grass cutting of Public Rights of Way.

It was **resolved** that the Clerk should write to: Broke Hill Golf Club to request that the PROW to Knockholt Station be cut lower and vegetation removed and to Miss Stigger to request that the PROW crossing Walnut Tree Meadow be cut.

9.5 Meeting with Kent Highway representatives

This will take place on Wednesday 25 July, 10.30am in the Pavilion.

9.6 Verge outside 39 Southdene

The residents are still parking on the verge. Contact will be made again with West Kent Housing.

10 INFORMATION

- 10.1 Consultation on Funding Arrangements for Localising Support for Council Tax: KALC draft response
It was agreed that more information is required on this subject. Council agreed to support the KALC response.
- 10.2 Community Right to Challenge: briefing note from KCC
It was agreed that more information is required on this subject.
- 10.3 Plaque in memory of Cllr. Tony Bent - *Agenda item August Parish Council meeting*

11 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL

Monday 13 August 2012 in the Pavilion, Station Road at 19.45

The meeting closed at 21.50