

HALSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 10 FEBRUARY 2014 AT 19.45 IN THE PAVILION, STATION ROAD, HALSTEAD.

PRESENT: Cllr. David Taylor, Chairman of Council
Cllr. Terry Brooker
Cllr. Sheila Bent
Cllr. Barrie Blundell
Cllr. Chris Ford
Cllr. Karen Grosvenor

IN ATTENDANCE: Clerk, District Cllr. John Grint for part of the meeting, 11 parishioners.

The meeting convened at 19.50

1 APOLOGIES

Apologies were received and accepted from Cllr. Jeff Baldwin who had a family commitment. Members signed the attendance register.

2 **DECLARATIONS OF INTEREST ON AGENDA ITEMS** not already noted in Councillors' Registers of Interests.
Nil

2.1 DISPENSATIONS

Nil

3 **RESOLVED: The Minutes of the Parish Council meeting held on Monday 14 January 2014 were Approved and Signed as a True Record.**

4 FINANCE

4.1 **RESOLVED: That the Accounts as itemised be paid.**

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

Payments include VAT where relevant

CQ552	Bartlett Tree Experts		£ 302.40
CQ553	Citizens Advice Bureau		£ 100.00
CQ554	British Gas Pavilion	£501.93	
CQ554	British Gas Parish Room	<u>£420.02</u>	£ 921.95
CQ555	Falvey & Brown fencing Allotments		£ 8942.40
CQ556	Mrs Pam Keeper, repayment hire-fee Inv70)		£ 10.50
CQ557	Viridor refuse collection Pavilion		£ 45.36
CQ558	<u>Clerk's expenses incurred while carrying out her duties:</u>		
	Internet allowance	£ 16.66	
	Mobile phone	£ 10.00	
	Postage	£ 12.00	
	Mileage: 3 x Bank @ 11; 1 x Riverhead @ 5;		
	2 x SDC @ 11 = 60	<u>£ 27.00</u>	£ 65.66
DD	EDF Parish Room	£ 5.00	
DD	EDF Pavilion	£ 51.00	<u>£ 56.00</u>

TOTAL PAYMENTS AS AT 10 FEBRUARY 2014 £10444.27

CQ559 Salary payment Mrs King Scott, Clerk

Cheques were signed at the close of business by **Cllrs. Barrie Blundell and Chris Ford**

4.2 RECEIPTS AS AT 10 FEBRUARY 2014

V1169	Mrs Keeper, Parish Room (Inv70/71)	£ 210.00
V1169	7Oaks Electrical, Parish Room (Inv75)	£ 25.00
V1170	Pratts Bottom DS, Pavilion (Inv 76)	£ 87.50
V1171	Mrs Wilcox, Parish Room (Inv74)	£ 21.00
BACS	Ms James, Pavilion (Inv72)	£ 147.00
BACS	Repayment VAT Revenue & Customers 3 rd quarter	<u>£ 660.06</u>
		£1150.56

5. DISTRICT COUNCILLORS REPORT

Report covered under 7.1

6 CLERK'S REPORT

6.1 Policing

- a. 1 incident in January break-in Otford Lane power tools stolen. Incidents are always reported a month in arrears.
- b. Meeting with Commission Mrs Ann Barnes. This will be on Friday 21 March at 18.00 in the Pavilion. Councillors from Knockholt Parish Council will also attend and the meeting is open to parishioners.
- c. Police Contact points Fridays: 14 & 28 February; 14 & 28 March. 2.30pm Village Hall car park.

6.2 Damage to bus shelter.

The Amenities & Highways Committee recommends to Council that both sets of parents be written to requesting the relevant percentage of the £100 excess payment made by Council. Council will advise the parents that if this is not paid than compensation through a County Court Claim will be processed. The Clerk will activate this.

6.3 Flower beds.

The directors of Coolings have discussed Council's concerns and the large plants will be removed from the flowers beds and planting redesigned. Coolings do not want to advertise in the flower beds.

6.4 Transport for London, alteration to the R5/R10 route.

Second letter written to TFL. Receipt of acknowledged but no response to date.

6.5 Parking on grass verge

Tenants in 39 Southdene have resumed parking on the verge. West Kent Housing are dealing with this.

6.6 Freighter Service.

In Halstead on Saturday 15 February. Dates for year 2014-15 will be 21 June, 13 September, 14 February 2015.

6.7 Concrete entrance to play area.

This need replacing as it is breaking up and was identified in the RoSPA inspection. Price awaited from Dunbrik.

6.8 Pollarding limes, Village Green, Church Road

Requests for quotations out now. Conservation Area consent awaited from SDC.

6.9 Village Tree Competition arranged by The Kent Men of Tree.

Council would like to take part.

6.10 Date required for the Annual Parish Meeting.

Suggested dates are Monday 28 April or Monday 19 May. *To be confirmed next meeting.*

6.11 Planning Seminar 19 February, SDC offices.

Confirmed that Cllrs. Brooker, Baldwin, Ford and Grosvenor will attend.

6.12 Parking restrictions Church Road/Otford Lane

Mr Bracey, SDC highways officer has been contacted. He advises that there has not been the right kind of consultation to link this with. It will be included within the next batch of consultations on district-wide amendments. He does not know when this will be. Cllr. Parry has been emailed, formerly Chair of JTB – no response to date

6.13 Future of Southdene Green

Mr Young, a parishioner has expressed concern on whether Southdene green could be used for housing. This is owned by Sevenoaks District Council. Mr Grove, Legal department SDC advised that nothing could happen to the land unless SDC sold it.

7. PLANNING COMMITTEE

7.1 Development Control Meeting, Thursday 30 January 2014.

Cllr. Brooker outlined what took place at the meeting. The recommendation from the planning officer dealing with the two applications for the crematoria, was that a decision for both should be deferred until another meeting as new information had been submitted at the last moment by both applicants. There was considerable discussion by the Development Control committee. Recommendations were made by the legal representative and the District Councillors voted to defer the two planning applications to another meeting; the vote was not unanimous.

Council expressed dissatisfaction at the way the meeting had been conducted.

The Chairman proposed and it was agreed that the Clerk should write to the Chief Planning Officer Richard Morris to arrange a meeting, the letter to include: registration of speakers; deferral of applications at the last moment; late acceptance of documents; response dates for Parish Councils. Cllr. Grint remarked that he believed Cllr. Firth was contacting SDC Chief Executive Pav Ramewal. It was agreed that the Clerk should contact Cllr. Firth.

7.2 Applications Received:

SE/14/00046/FUL BARN WEST OF WIDHURST FARM, SHOREHAM LANE, HALSTEAD TN14 7BY
Change of use of historic agricultural barn into residential dwelling with alterations to fenestration.

SE/14/00175/HOUSE 2 NORWOOD HOUSE, CHURCH ROAD, TN14 7HE

Erection of a garage with Hayloft to the rear.

7.3 Application Decisions

Granted

SE/13/02414/HOUSE THE OLD SCHOOL HOUSE, CHURCH ROAD, HALSTEAD TN14 7HF

Demolition of existing study/shed and the erection of a single storey rear extension with four roof lights and five new roof lights to the existing roof. **Noted**

SE/13/03561/HOUSE WHITE GABLES, KNOCKHOLT ROAD, HALSTEAD TN14 7EU

Conversion of roof space to habitable rooms to include three dormer windows to south west elevation and velux windows to north east elevation. Changes to external fenestration. Addition of steps to south east elevation. Internal alterations. **Noted**

73.1 Appeal Decisions

Refused

A: APP/G2245/A/13/2200625

B: APP/G2245/A/13/2205249

IVY COTTAGE, STONEHOUSE ROAD, HALSTEAD TN14 7HN

Rear and side extensions and refurbishment to Ivy Cottage to create a four bed property and integral garage and subdivision of plot to create a new four bed property with integral garage and demolition of existing garage. **Noted**

7.4 Community Led Plan (CLP)

The CLP Steering Group was congratulated on their hard work. Cllr. Ford, Chairman of to the CLP SG, asked members to let him have any observations on the document by 28 February. The CLP SG will then work on the final document. Cllr. Ford asked whether this should be produced as a pdf available on the Parish Council website or whether hard copies should be printed. *Agenda item March Parish Council meeting*

8 AMENITIES AND HIGHWAYS COMMITTEE

8.1 The Minutes of the Amenities and Highways Committee meeting held on Thursday 29 January 2014 were Approved and Signed as a True Record

8.2 Dog Signs

The amenities & Highways Committee recommended that a large yellow dog 'clear up sign' as displayed on the Pavilion be purchased for display on the bus shelter. The cost will be £20 plus VAT and postage.

Cllr. Blundell proposed that this be actioned, seconded by Cllr Grosvenor; carried unanimously.

RESOLVED: that a large yellow dog sign should be purchased in the sum of £20 plus delivery and VAT

The amenities & Highways Committee recommended that 50 dog 'please pick-up stickers' at a cost of £15.00 plus VAT should also be purchased and distributed as necessary. Cllr. Blundell proposed that this be actioned, seconded by Cllr Grosvenor; carried unanimously

RESOLVED: that 50 dog stickers should be purchased in the sum of £15 plus VAT

8.3 Allotments

The fence has been installed. Hedging at the vehicle access will be removed as soon as possible and replanted in another section of the hedgerow. Trenches will be drained.

8.4 Quotations

It was noted the quotation by Proground to cut the football pitch for £75 was not for eight visits but was £75 per visit. It was proposed by Cllr .Brooker that the quotation from Landscape Services of £29.56 per cut of the football pitch should be accepted, seconded by Cllr Blundell; carried unanimously.

RESOLVED: that the quotation from Landscape Services for cutting the football pitch in the sum of £29.56 per visit should be accepted.

8.5 New Notice Board – Stonehouse Road

The noticeboard at the entrance to Stonehouse Road has broken locks, the ‘glass’ has been replaced three times and the frame has twisted which allows snails, slugs and other insects to gain entry, lay eggs and make their homes behind the cork backing. It has been sterlised several times and repaired by the clerk’s husband. The Clerk cannot use it now. The notice board was installed by request of parishioners in Stonehouse Road and Turnpike Drive. The Clerk’s husband has offered to install the notice board which is of a different style and affix it to the legs and frame already in place.

Cllr. Blundell proposed that the notice board in the sum of £425 from the Notice Board Company should be purchased, seconded by Cllr. Bent; carried unanimously.

RESOLVED: that the notice board from the Noticeboard Company in the sum of £425 should be purchased.

8.6 Parish Room

The boiler had stopped working causing a booking to be cancelled. The plumber on checking it discovered a dry joint in the circuit board. The new board cost £200. Note: the boiler is now obsolete and parts are difficult to source.

8.7 Defibrillator

The cost would be in the region of £1500. The grant from County Cllr. Parry in the sum of £700 should be signed off soon. Forms are available for Cllr. Grint to approach SDC for a SDC community grant in the sum of £500. The difference will be made up by Council.

9 INFORMATION

Final draft of the Kent Minerals and Waste Local Plan 2013-30. Consultation 31 January – 16 March
CD available to view. Contact the Clerk.

10 DATE OF NEXT MEETING OF THE PARISH COUNCIL

MONDAY 10 MARCH 2014 ON THE PAVILION, STATION ROAD AT 19.45

The meeting closed at 21.19