

HALSTEAD PARISH COUNCIL

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

PRESENT: Cllr. David Taylor, Chairman of Council
Cllr. Jeff Baldwin
Cllr. Barrie Blundell
Cllr. Chris Ford
Cllr. Karen Grosvenor

IN ATTENDANCE: Clerk, District Cllr. John Grint, 9 parishioners.

The meeting convened at 19.45

1 AP0LOGIES

Apologies were received and accepted from Cllr. Bent who was on holiday and Cllr. Brooker who had a business 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 10 February 2014 were Approved and Signed as a True Record.**

4 FINANCE

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

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

Payments include VAT where relevant

CQ560	Allister Tulett, boiler repair	£	344.40
CQ561	Homemaid, cleaning	£	242.00
CQ562	BT quarterly account	£	151.85
CQ563	Priory Print & Stationery	£	259.14
CQ564	The Kent Men of the Trees	£	10.00
CQ565	Frances Carne Associates, dog stickers	£	19.81
CQ566	Contract signs, dog sign	£	36.00
CQ567	SDC Freighter service	£	246.00
CQ568	Cllr. Baldwin, timber for allotments	£	19.20
CQ569	Notice Board Company – proforma	£	522.00
CQ570	Viridor Waste disposal – Pavilion	£	53.52
CQ571	Homemaid cleaners Pavilion/Parish Room	£	242.00
CQ572	David Elliott, allotments	£	696.00

CQ573 Clerk's expenses incurred while carrying out her duties:

	Internet allowance	£	16.66
	Postage	£	7.20
	Stationery	£	6.08
	Mileage: 2 x Bank @ 11;		
	1 x SDC @ 11 = 33	£	14.85
	Quarterly office allowance Jan-March	£	40.00
	Quarterly computer allowance Jan-March	£	30.00
		£	114.79

CQ574 Repayment Clerk:

Shingle for allotments – Otford Builders £ 76.80

DD EDF Parish Room £ 13.00.

DD EDF Pavilion £ 24.00 £ 37.00

TOTAL PAYMENTS AS AT 10 MARCH 2014 £ 3070.51

CQ575 Salary payment Mrs King Scott, Clerk

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

4.2 **RECEIPTS AS AT 5 MARCH 2014**

V1172	Kent Border Pony Club (Inv77)	£ 42.00
V1173	Pratts Bottom AD	<u>£ 112.00</u>
		£ 154.00 - noted

4.3 Council Tax Support Grant

Letter from Brandon Lewis MP via KALC

There has been no further communication from Sevenoaks District Council since the last meeting.

The contents of Mr Lewis' letter were discussed and councillors expressed their concern that funds had not been passed to Parish Councils as stated in his letter.

After discussion Cllr. Grosvenor proposed that a letter be written to Cllr. Fleming, Leader of Sevenoaks District Council in relation to this matter, seconded by Cllr. Ford carried unanimously.

Resolved: that the Clerk should write to Cllr. Fleming, SDC concerning the matter of the unpaid grant.

4.4 West Kent Mediation Services

After discussion it was agreed not to provide a donation.

5. **DISTRICT COUNCILLORS REPORT**

Cllr. Grint reminded Council that Badgers Mount would become a Parish Council in May 2015. He would like to take up Council's invitation and bring some of the people who are interested in standing for election to some meetings for them to gain experience.

6 **CLERK'S REPORT**

6.1 Policing

a. 2 incidents in February, both thefts of vehicles: one in Otford Lane the other in Crow Drive.

b. The meeting with Mrs Ann Barnes Police & Crime Commissioner will be on Friday 21 March at 7.30pm in the Pavilion. Mrs Barnes will arrive at 7.15pm and speak from 7.30pm. She will be accompanied by Mr Alan Hunter, acting Chief Constable. Parishioners are welcome. Points of concern: PCSO visibility and powers; community policing; speeding vehicles.

c. Damage to bus shelter.

Both families have been written to asking for compensation and explaining the procedure that Council will follow if nothing is forthcoming. They were asked to respond by 30 March and supplied with stamped addressed envelopes.

6.2 SDC have an Economic Development Strategy Workshop on 3 April 10 – 11.45am. This relates to Parishes and the Rural Economy.

6.3 Thank you letter from CAB for the Section 137 donation.

64. Southdene Green - concern expressed by a parishioner on its future.

This land was passed to West Kent Housing as amenity land for the use of residents in the properties. It is still owned by Sevenoaks District Council. Mr Grove, legal executive SDC has looked into the case mentioned in the telegraph newspaper: the land registered as Village Green in the article was wrongly registered as the owner had tried to exclude the public from using the land, who continued to roam, breaking down fences, ignoring and removing signs prohibiting access. This was why the owner was able to build on his land.

6.5 Annual Parish Meeting

This will be on Monday 19 May at 8.00pm in the Pavilion. Guest Speaker will be Dr Allan Spence on the WW1 Commemoration activities

6.6 Village Clear-Up

This will be on Saturday 12 April at 9.30pm at the Pavilion

6.7 Highways Agency: M25 all lanes running no hard shoulder.

This will be during the summer months where road-works are in place. Visit Highways agency website.

6.8 SDC Air Alert

New service operated by SDC whereby people can register for updates on air quality. Leaflets in the post-office

6.10 KALC

Training modular – Allotment law and management at Lenham on 23 April; Planning 22 March at Kings Hill; Clerks' Conference in Faversham 12 June.

- 6.11 Local Audit and Accountability Act.
The need to have two signatures on cheques has been **repealed**. This is not obligatory and Council may continue with two signatures. Standings Orders will not need amending. The Audit Commission will be disbanded during 2014.
- 7. PLANNING COMMITTEE**
- 7.1.1 **RESOLVED: The Minutes of the Planning Committee meeting held on Thursday 13 February 2014 were Approved and Signed as a True Record**
- 7.1.2 **RESOLVED: The Minutes of the Planning Committee meeting held on Monday 3 March 2014 were Approved and Signed as a True Record.**
- 7.2 Applications Received:
SE/14/03647/FUL ORCHARD BARN, LONDON ROAD, HALSTEAD TN14 7AD
Change of use from kitchen showroom, manufacture and office to kitchen showroom/manufacture/office and residential comprising live work unit. Discussed on 3 March 2014. **No objection**
- SE/13/03178/FUL LAND NORTH OF OAK TREE FARM, LONDON ROAD, HALSTEAD TN14 7NB
Demolition of 1 building and one silo. Change of use of land for the erection of a new crematorium memorial garden, fencing, landscaping and car parking, together with new entrance gateway of internal access road. **Amendments**
- 3 SE/14/00584/HOUSE 27 CLARKS LANE, TN14 7DG
Erection of two storey side extension
The last two applications will be discussed on Thursday 13 March.
- 7.3 Application Decisions
Granted
Nil
- 73.1 Appeal Decisions
Refused
Nil
- 7.4 Development Control Meeting, Thursday 30 January 2014
The Letter to Mr Richard Morris, SDC Chief Planning Officer from Council was **noted**.
Meeting with Mr Morris and Mr Dyer will be on Tuesday 25 March.
- 7.5 Community Led Plan (CLP)
It was agreed that the CLP will be available as a pdf on the Parish Council website. The Clerk will provide people without internet access with hard copies if they require these.
Cllr. Ford is working on the document following recommendations from councillors.
- 8 AMENITIES AND HIGHWAYS COMMITTEE**
- 8.1 Dog Signs and literature
Council has a selection of material concerning 'dog matters' which may be displayed and given out by parishioners. Contact the Clerk if interested. The new sign has been displayed on the bus shelter in Station Road.
- 8.2 Allotments
Progress report
The trenches are slowly draining and some of the plots have been marked up. The hedge in the entrance to the car park has been removed and a resident has requested this. It was agreed they should have it.
Clerk will look into a source of hedging. There will be a working party on the allotments on 11 March at 10am.
- 8.4 Quotations
- 8.4.1 **Pollarding of lime trees in Church Road**
Quotations had been received from Bartlett's £360; AJM Trees £350; Arborconcepts £220.
Cllr. Blundell proposed that the quotation from Arborconcepts should be accepted; seconded by Cllr. Ford, carried unanimously.
RESOLVED: that the quotation from Arborconcepts in the sum of £220 to pollard lime trees in Church Road should be accepted.

8.4.2 **Vertidrainage of the Recreation Ground**

Quotations had been received from Landscape Services £840 and Proground £645.

After discussion it was proposed by Cllr. Blundell that the quotation by Landscape Services should be accepted, seconded by Cllr. Baldwin, carried unanimously. This decision was made because of the good work previously carried out by this company.

RESOLVED that the quotation from Landscape Services in the sum of £840 to vertidrain the Recreation Ground should be accepted.

It was agreed not to have the ground sanded.

8.4.3 **Repair to entrance of children play-area**

Quotation had been received from Dunbrik Depot in the sum of £140

Cllr. Baldwin proposed that the quotation from Dunbrik Depot should be accepted, seconded by Cllr Ford, and carried. Cllr. Blundell expressed concern that asphalt was being used rather than concrete.

RESOLVED: that the quotation from Dunbrik Depot in the sum of £140 to repair the entrance to the play-area should be accepted.

8.4.4 **Weeding and Fertilisation of the Recreation Ground.**

Weed killing and fertilisation will be carried out prior to the vertidrainage, the funding of these two treatments is from this year's budget. Proposed by Cllr. Blundell, seconded by Cllr, Ford that this work should be carried out, agreed.

8.5 Highways

8.5.1 Turning circle Beldam Haw

The District Council refuse collection vehicle is having difficulty turning round in Beldam Haw and is driving on the central island. It was agreed that Dunbrik Depot should be contacted to ascertain if a small vehicle could be used.

8.5.2 KCC Highways & Transportation

Council noted certain items in the Scrutiny Minutes relating to road repairs and fly tipping.

It was agreed at the Amenities & Highways Committee meeting minutes on 29 January that a meeting should be held with KCC Highways: date has yet to be agreed.

Highways will be asked to look into whether the ditches by Warren Court require clearing.

The drains throughout the parish also require clearing.

Highways will be asked what the response time is to repairing a marked pot-hole.

8.6 Pavilion

8.6.1 **Roof repairs**

To date two quotations have been received to repair the roof. Two other quotations are awaited.

8.6.2 **Shower repairs**

The system is not working efficiently and changing the taps is to be looked into. It will be ascertained whether the introduction of a chemical to the heating system would improve the workings of the system. The Clerk will source quotations for both works.

9 **INFORMATION**

Nil

10 **DATE OF NEXT MEETING OF THE PARISH COUNCIL MONDAY 14 APRIL 2014 ON THE PAVILION, STATION ROAD AT 19.45**