

HALSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 11 AUGUST 2014 AT 19.45 IN THE PAVILION, STATION ROAD, HALSTEAD.

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

IN ATTENDANCE: Clerk, 8 parishioners.

The meeting convened at 19.45

1 **APLOGIES**

All members were present and 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 July 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 Ford; carried unanimously.**

Payments include VAT where relevant

CQ645	R Nunn final invoice water main/standpipes allotments		£ 150.00
CQ646	Proground amenity mowing & strimming		£ 204.00
CQ647	Contract signs, parking notice allotments		£ 92.40
CQ648	Commercial trading, gang mowing 50%		£ 921.19
CQ649	RD Painting & builders		£ 288.00
CQ650	Prior Print & Stationery		£ 150.00
CQ651	British Gas, Pavilion	£ 96.25	
CQ651	British Gas, Parish Room	<u>£205.74</u>	£ 301.99
CQ652	<u>Clerk's expenses incurred while carrying out her duties:</u>		
	Internet allowance	£ 16.66	
	Postage	£ 21.24	
	Stationery	£ 40.00	
	Paint – allotments	£ 9.99	
	Mobile telephone calls	£ 10.00	
	Mileage: 3 x Bank @ 11; 1 x Faversham		
	@ 90 = 123	<u>£ 55.35</u>	153.24
DD	EDF Parish Room	£ 11.00.	
DD	EDF Pavilion	<u>£ 17.00</u>	£ 28.00

TOTAL PAYMENTS AS AT 11 AUGUST 2014 £2288.82

CQ653 Salary payment Mrs King Scott, Clerk

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

4.2.1 **RECEIPTS**

V1187	Knockholt PC freighter (Inv 29)	£ 71.33
V1188	Monday Club, Pavilion (Inv 31)	£ 21.00
V1188	Miss Clarkson, Parish Room (Inv 30)	£ 36.00.
V1188	Mrs Wilcox, Parish Room (16)	£ 49.00
V1225	Pratts Bottom AD, Pavilion (29)	£ 14.00

V1226	Mr Wynn, Tenancy Allotments	£ 12.50
V1226	Mrs Gay-Bowie, Tenancy Allotments	£ 12.50
V1226	Mr Rice, Tenancy Allotments	£ 12.50
V1226	Mr Carter, Tenancy Allotments	£ 12.50
V1226	Mr & Mrs Meaton, Tenancy Allotments	£ 12.50
V1226	Mrs Ortmann, Tenancy Allotments	£ 12.50
V1226	Mrs Ward, Tenancy Allotments	£ 12.50
V1227	Miss White, Tenancy Allotments	£ 12.50
V1227	Mr Dalton, Tenancy Allotments	£ 12.50
V1227	Mr O'Neil, Tenancy Allotments	£ 12.50
	TOTAL RECEIPTS AS AT 7 AUGUST 2014	£ 316.33

4.2.2 Council Tax Support Grant

Council was extremely disappointed that the letter received from Brandon Lewis MP which, while clearly stating that the Government had intended for the Council Tax Support Grant to be passed to Parish and Town Councils, did not indicate that pressure would be placed on the billing authorities, that had not done this, to rectify the wrong. Cllr. Fleming had not responded to Council's letter of 24 July. Mr Brandon Lewis had not responded to Council's letter of 18 July. The Clerk will make contact again with all parties.

4.2.3 Finance Committee

The Chairman, Cllr. Taylor, proposed that Cllr. Blundell should be elected to the Finance Committee; carried unanimously.

RESOLVED: Cllr. Blundell should be a member of the Finance Committee.

Membership of the Committee shall comprise: Cllr. Taylor, Chairman of Council; Cllr. Brooker, Chairman of the Planning Committee; Cllr Ford, Chairman of the Amenities and Highways Committee and Cllr. Blundell.

4.2.4 Requests for 137 donation

4.2.4.1 **Kent Air Ambulance**

After discussion it was agreed to provide a S137 donation to Kent Air Ambulance. Cllr .Grosvenor proposed £150, seconded by Cllr. Baldwin and carried unanimously.

RESOLVED: A Section 137 payment in the sum of £150 will be sent to the Kent Air Ambulance.

4.2.4.2 **KALC East facing Slips on to M25**

After discussion it was agreed not to support this.

4.2.5 Badgers Mount Residents Association

A letter has been sent to the Association Secretary enquiring if there is any money unused and in hand from Council's donation made in 2012. No response received as yet. Clerk will make contact.

5. **DISTRICT COUNCILLORS REPORT**

Neither of the District Councillors were present. No apologies or reports received.

6. **CLERK'S REPORT**

6.1 Policing:

Break in – shed Otford Lane. Crime prevention advice: people with UPVC front doors should double lock these. New PCSO Lizanne Fry is already working in the Parish. She will attend the September Parish Council meeting.

6.2 On 14 August there will be a meeting in the Angel Centre, Tonbridge from 10am – 4pm to raise awareness of Dementia. Joint venture arranged by Sevenoaks District Council, Tonbridge & Malling and Kent County Council.

6.3 MacMillan Volunteer Service West Kent is asking for volunteers to help and support people with cancer. Contact Jane Pantony 01622 677337.

6.4 Two parishioners had noticed that land off Wheatsheaf Hill had been cleared and has been sold. This was previously owned by a parishioner and has been overgrown and unused.

7. PLANNING COMMITTEE

- 7.1. The minutes of the Planning Committee meeting held on Thursday 7 August 2014 had not been prepared as the response to the planning application for Watercrofts Wood which was discussed at the meeting had not been finalised. A draft planning response was distributed to Council and agreed with a minor alternation whereby the mention of the track across the land will be linked with Council's proposal to register this as a public right of way. The Chairman proposed that this response be accepted, carried unanimously.

RESOLVED: the response to the planning application for a crematorium in Watercrofts Wood was agreed.

7.2 Applications Received

SE/14/02330/LDCEX 17 – 46 Fort Road and 5 – 20 Armstrong Close, TN14 7BT

Confirmation of lawful use as C3 dwellings

SE/14/0239/LDCEX 1 – 16 Fort Road, TN14 7BW

Confirmation of lawful use as C3 dwellings

SE/14/01863/FUL WOODSIDE, OTFORD LANE TN14 7EQ

Demolition of existing dwelling and a glasshouse and erection of a single storey replacement dwelling and detached double garage.

7.3 Application Decisions

7.3.1 **Granted**

SE/14/01363/FUL TRI OFFICERS MESS 1 – 4 ARMSTRONG CLOSE, TN14 7BS

Conversion of former officers' accommodation (sui generis use) to provide 10 two bedroom flats with secure bin and cycle storage, associated car parking and amenity space. - noted

7.4 Gypsy and Traveller sites

Mr Morris's secretary advised that Mr Morris believes his letter dated 17 July replying to Council's letter of 8 July also covers Council's letter dated 17 July.

It was agreed that Mr Morris had not addressed several points raised in this letter. The Clerk will write again.

Council would also like to know who gave consent for the dropped kerb at the site by Knockholt Station and how would the matter of Romany gypsies and Irish gypsies possibly being given plots on the same pitch be dealt with.

7.5 Fort Halstead

Re-instatement of the Fort Halstead Working Group

Representatives from Knockholt PC will be councillors Jones and Moody, representatives from Dunton Green PC will be councillors, England and Hersey. Shoreham PC will support the group and names are to follow. Chevening and Otford PCs have also been contacted to ask if they would like to send observers.

8 AMENITIES AND HIGHWAYS COMMITTEE

8.1 Allotments

Update: 11 people have paid their rent and returned the tenancy agreements; six still outstanding and five plots vacant. A sign has been erected on the edge of the car park advising people not to park in the entrance way.

8.1.1 Erection of sheds.

Requests received from Mrs Ward, Miss White, Mr & Mrs Meaton asking for permission to erect sheds

Cllr. Baldwin proposed that these should be approved; carried unanimously. All would be asked to send a photo or diagram of the shed they wish to use.

8.1.2. Finances appertaining to the allotments

The current situation as at 11 August 2014 is: expenditure £21,026.94; income £20,740.00. Shortfall of £286.94. £10,940 had been received in grant funding against expenditure and Council had been budgeting for a number of years to fund this project.

3.2 To approve purchase of Defibrillator

Funding for the AED and case remained the same price as previously quoted by the Defib Shop. This is £1590.

County Cllr. Parry has granted £700 towards the purchase; SDC has pledged £500. This leaves a short-fall of £390 which will come from reserves. Cllr. Grosvenor proposed that Council should pay the remaining £390 and that the AED and case should be purchased from the Defib Shop; seconded by Cllr. Baldwin, carried six in favour, one abstention Cllr. Brooker.

RESOLVED: that Council should purchase a Defibrillator and case in the sum of £1590 from the Defib Shop.

- 8.3 Yellow lineage at cross- roads, Church Road, Knockholt Road, Otford Lane and Station Road
A letter has been delivered to one of Council's properties advising that a full formal consultation will be undertaken later this year to ascertain whether parishioners want yellow lines in the four roads mentioned
Mr Bracey has not contact Council direct and has not replied to Council's letter concerning this consultation.
- 8.4 Gate to play area
It appears the gate has been mended but no one knows by whom. The Clerk will investigate further.

9 **INFORMATION**
Nil

10 **DATE OF NEXT MEETING OF THE PARISH COUNCIL**
MONDAY 8 SEPTEMBER 2014 ON THE PAVILION, STATION ROAD AT 19.45

The meeting closed at 21.45