

HALSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 11 MARCH 2013 AT 19.45 IN THE PAVILION, STATION ROAD, HALSTEAD

PRESENT: Cllr. Terry Brooker, Vice Chairman in the chair
Cllr. Jeff Baldwin
Cllr. Sheila Bent
Cllr. Barrie Blundell
Cllr. Chris Ford
Cllr. Karen Grosvenor

IN ATTENDANCE: Clerk, 2 parishioners.

The meeting convened at 19.52

Standing Order 5.XV. The Clerk recommends that item 8.6 Guttering Pavilion should be withdrawn from the agenda and added to the agenda for the April Parish Council meeting. It has been brought to her attention that there should be an amendment to the specification which will be re-issued. Council was in agreement.

1 APOLOGIES were received from Cllrs. David Taylor who was on holiday. Members present signed the attendance register.

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

2.1 DISPENSATIONS
Nil.

3 RESOLVED: The Minutes of the Parish Council meeting held on Monday 11 February 2013 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. Baldwin** and carried unanimously.

Payments include VAT where relevant.

CQ425	Express keys (new lock Pavilion)		£ 86.52
CQ426	Arco, cleaning materials		£ 69.12
CQ427	British Gas, Pavilion	£311.64	
CQ427	British Gas, Parish Room	<u>£272.12</u>	£ 583.76
CQ428	Homemaid cleaning Parish Room and Pavilion		£ 242.00
CQ429	SDC Freighter		£ 237.60
CQ430	Viridor refuse collection February 2013		£ 45.36
CQ431	Gerald Brooks, hedging cutting recreation ground/cross roads		£ 360.00
CQ432	<u>Clerk's expenses incurred while carrying out her duties:</u>		
	Internet, monthly allowance	£ 16.66	
	Postage	£ 14.40	
	Quarterly office allowance Jan-March	£ 40.00	
	Mileage: 1 x 7 Arco; 4 x bank @ 11; 1 x Otford 6; 1 x SDC @ 11 = 68	<u>£ 30.60</u>	£ 101.66
CQ432	Clerk repayments:		
	1&1 Internet site (6 months)	£ 50.33	
	1&1 Domain	<u>£ 7.18</u>	£ 57.51
DD	EDF Pavilion	£ 51.00	
DD	EDF Parish Room	<u>£ 11.00</u>	£ 62.00
CQ434	HMRC final quarter		<u>£ 566.75</u>
	TOTAL PAYMENTS as at 11 March 2013		£2412.28

Plus salary payment: CQ433 Mrs King Scott, Clerk.

The cheques were signed at the close of business by **Cllr. Blundell and Cllr. Ford**

4.2 Receipts:

BACS	Cock Inn, sponsorship flower beds	£ 25.00
BACS	Mrs Hubble, Parish Room (Inv 87)	£ 42.00
V1127	Mr Crump, Parish Room (Inv 07/44/45/77)	£ 203.00
V1128	Liberty Hygiene, keys (Inv 88)	£ 32.50

V1130	Sevenoaks Town JFC(Inv 83L/83L)	£ 625.00
V1131	Mrs Halliday, Pavilion (Inv 89)	£ 27.00
1132	Mrs Wilcox, Parish Room (Inv 78)	£ 49.00
1132	Knockholt Parish Council, freighter (Inv 90)	<u>£ 66.00</u>
	TOTAL RECEIPTS as at 11 March 2013	£1069.50

5 DISTRICT COUNCILLORS' REPORT

No report.

Council expressed disappointment that neither District Councillor had attended the meetings for some time. It was agreed that the Clerk should write to both District Councillors and request that they either attend the meeting or send a report.

The Clerk will also invite them to the Annual Parish Meeting on Monday 20 May and ask if they wish to speak.

6 CLERK'S REPORT

6.1 Policing - 2 incidents in February

1 x burglary other than dwelling, garage in Stonehouse Lane; 1 x criminal damage windscreen of vehicle Watercroft Road.

6.2 Halstead Horticultural Society Open Gardens Sunday 9 June.

Council agreed that the plant stall can be on the Village Green and the ice cream van can be in the Parish Room carpark.

There will be an art exhibition in the Parish Room.

6.3 KALC Planning Conference Saturday 23 March in Lenham. Cllr. Grosvenor will attend.

The Clerks' Conference is on Wednesday 22 May in Faversham. The Clerk will attend.

6.4 Ironing Shop, Church Road

The Clerk will contact the users to remind them that planning consent is required for change of use.

6.5 Speed Watch Practitioners Mini-conference Saturday 20 April, Kent Police College, Maidstone

Cllr. Baldwin will consider attending.

6.6 Parking on grass verges

This seems to have been resolved.

6.7 Annual Parish Council Monday 20 May

Ann Barnes is unable to attend. Paul Cooling will be asked to speak.

6.8 Freighter dates 2013/14.

Saturday 22 June; Saturday 14 September - also Fort Road; Saturday 15 February 2014. The charge has increase by 5%.

6.9 Knockholt Parish affordable housing.

The Parish Council and relevant bodies are looking at the field to the right of Knockholt Recreation Ground owned by Chevening Estate. A feasibility study will be undertaken.

6.10 Moat Housing and SDC are giving grants of up to £100,000 for first time buyers to buy a share in a property. Priority is to housing association tenants.

6.11 Gate from the old Police House into Recreation Ground.

It has been noticed that a gate has been installed in a newly erected fence on the boundary of the Recreation Ground and the Old Police house. Also a considerable amount of vegetation has been cut down on the Recreation Grounds, |A of this work done without consent.

The Clerk has spoken to the legal department at SDC. The advise was: there is no right of way; even though the Recreation ground is for public use it is owned by the Parish Council; there no reason to create another access as there is sufficient provided by the Parish Council. The resident must be asked to remove the gate and install a panel.

The Clerk will write. *Agenda item April Parish Council meeting.*

7 LICENCES SPORTS CLUBS

It was **RESOLVED** that Cllr. Brooker and the Clerk should sign the contracts

7 PLANNING COMMITTEE

7.1 **RESOLVED: The Minutes of the Planning Committee meeting held on Wednesday 20 February 2013 were Approved and Signed as a True Record**

7.2 APPLICATIONS RECEIVED

Nil

7.3 APPLICATION DECISIONS

Granted

Nil

Refused

Nil

Appeal

SE/12/03142 //APP/G2245/A/13/2192718/NWF CRENDON COTTAGE, OTFORD LANE, TN14 7EF

Demolition of existing bungalow, garage and store and erection of 4 x bed dwelling

7.3.1 It was noted that the planning application for Dorminton, Stonehouse Road was to be discussed at the SDC Development Control meeting on Thursday 14 March. District Cllr. Williamson has requested this action and District Cllr. Grint will be speaking at the meeting. It was agreed that Cllr. Ford will attend the meeting and speak on the Parish Council's behalf. Council has objected to the planning application.

7.5 Proposed 2D Vibroseis Seismic Survey for Northdown Energy Ltd
It was noted that information relating to utility companies pipework and cabling will be provided to Tesla prior to work commencing. Where pipework comes within the safe working area, vibrations will not take place

8 AMENITIES & HIGHWAYS COMMITTEE

8.1 Meeting with Highways representatives

This will be held on Monday 18 March, 10.30am Pavilion. An agenda has been prepared and will be circulated.

8.2 SIDs Location

Cllr. Baldwin and the Clerk met with Ms Squires to ascertain a new site for the SID in Station Road. Ms Squires expressed her opinion that the SID should not be positioned under any overhead cables and suggested an alternative location in Station Road. The SID must be a statutory distance from the 30mph sign. Letters will be sent to the properties nearest to the proposed installation site by KCC.

Cllrs. Brooker and Blundell expressed concern that the proposed position might inconvenience tenants in the Cottages. It was suggested that a side shield be fitted to the SID. ***Agenda item Highways meeting***

The SID outside Warren Court will be installed in the first week of April. The hedge in Warren Court is obscuring the top of the SID pole. Ms Squires is to look into this but it will also be mentioned at the meeting. ***Agenda item Highways meeting***

8.3 Allotments

Awards for All has indicated that Allotment schemes have been supported in the past.

Prides Fencing - the quotation price has not increased.

It was agreed that: the Clerk should speak to David Elliott to ascertain how the land will be left once cleared; if skimming was required what the cost would be; what the cost of preparing the car park would be; costs for skip hire; probable costs for the installation of water.

8.4 Meeting Amenities & Highways Committee

Date to be agreed.

8.5 Tree work Halstead Recreation

SDC has approved this work. Quotations had been received from Bartlett Trees £360+VAT; AJM Trees £475+VAT.

After discussion Cllr. Blundell proposed that the quotation from Bartlett Trees should be accepted, seconded by Cllr. Ford.

Cllr. Bent proposed that the quotation from AJM Trees should be accepted, seconded by Cllr. Grosvenor.

A vote was taken, four votes in favour of Bartlett Trees, two in favour of AJM Trees. The quotation from Bartlett Trees was accepted.

RESOLVED: that the quotation from Bartlett Trees in the sum of £360 to carry out work on trees on the Recreation Ground should be accepted.

8.6 Guttering Pavilion

Acceptance of quotation - *Item withdrawn*

8.7 Dog Fouling

8.7.1 Information from Sevenoaks dog warden.

If a dog order/bye-law is created excluding dogs from a specific area or to make a 'dogs on leads' zone, these must be policed by an employee of the Parish Council who must be trained by Sevenoaks District Council. This person would be empowered to issue tickets and take names and addresses.

The maximum fine is £50; if the fine is not paid then the Parish Council would have to go to the small claims court.

Dog wardens will work with PCSOs in problem areas.

New signs will be supplied and erected by SDC. BT will be contacted for permission to attach signs to their posts.

If a footway has been fouled the SDC cleansing team can be contacted to clean it.

8.7.2 Dog waste bin - Clarks Lane.

It was noted in Mrs Kitcatt's letter that residents in Clarks Lane did not want a dog waste bin but Mrs Kitcatt suggested one at the bus-stop at the crossroads. Mrs Kitcatt was thanked for carrying out this consultation.

Councillors agreed that a dog waste bin was not required in that area as they are not usually sited where people congregate. .

The Clerk will ascertain how often the bin is emptied at the bus stop.

8.7.3 DOG SIGNAGE

Cllr. Brooker requested that a large sign be placed on the side of the Pavilion facing the car park stressing that dog owners could face prosecution. The Clerk will look into the cost of this.

It was felt much of the problem with dog fouling on the recreation Ground was caused by drivers letting their dogs run on their own while they stay in their cars.

After much discussion Cllr. Ford proposed that CCTV be installed, this to film the arrive of cars and then shadow the dogs and owners around the Recreation Ground.

It was agreed that Cllr. Ford would research the cost of CCTV and the Clerk would look into regulations.

It was agreed that this would be an agenda item at the Joint PCSO meeting on 21 March.

9 INFORMATION

Nil

10 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL

Monday 8 April 2012 in the Pavilion, Station Road at 19.45

The meeting closed at 21.38