

# HALSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 10 OCTOBER 2011 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, District Cllr. John Grint, 6 parishioners

The meeting convened at 19.45

## 1 APOLOGIES.

Apologies were received from Cllr. David Taylor who had a commitment.  
District Cllr. Gary Williamson and County Cllr. Richard Parry also tendered their apologies.

## 2 DECLARATIONS OF INTEREST ON AGENDA ITEMS

Nil

## 3 RESOLVED: The Minutes of the Parish Council Meeting held on Monday 12 September 2011 were Approved and Signed as a True Record.

## 4 FINANCE

### 4.1 RESOLVED: That the Accounts as itemised be paid

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

Payments include VAT where relevant.

CQ200	7Oaks Electrical Ltd - Pavilion/Parish Room		£ 173.00
CQ201	Silver Pines, newsletters		£ 42.50
CQ2021	Thames Water, Pavilion	£129.84	
CQ202	Thames Water, Parish Room	<u>£ 29.05</u>	£ 158.89
CQ203	Allister Tulett, plumbing Pavilion		£ 116.40
CQ204	SDC Election costs		£ 990.13
CQ205	PJ Services grass strimming Inv 5,6,7	£120.00	
CQ205	PJ Services grass mowing Inv 5,6,7	£240.00	
CQ205	PJ Services hedge trimming Parish Room	<u>£ 15.00</u>	£ 375.00
CQ206	SDC Dog Waste Disposal July-September		£ 87.36
CQ207	SDC Freighter Service		£ 225.60
CQ208	Wicksteed Leisure, play ground work		£1861.15
CQ209	Coolings Nursery, flower beds maintenance		£ 425.00
CQ210	Viridor Refuse Collection, 5.9.11-26.9.11		£ 33.56
CQ212	<u>Clerk's expenses incurred while carrying out her duties:</u>		
	Internet, monthly allowance	£ 16.66	
	Postage	£ 16.56	
	Newsletter postage	£ 36.00	
	Mileage: 1 x Otford @ 12; 2 x Bank @ 11;		
	1 x SDC @ 11 = 45	£ 18.00	£ 87.22
DD	EDF Pavilion	£ 36.00	
DD	EDF Parish Room	<u>£ 17.00</u>	£ 53.00

TOTAL PAYMENTS as at 5 October 2011 £4628.81

Salary payments were made to:

Mrs Gillian King Scott, Clerk CQ214; Miss Ruth Turner, Cleaner CQ213.

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

### 4.2 Receipts - Noted

BACS	Cock Inn, sponsorship flower beds	£ 25.00
V1058	Mr Crump, Parish Room (Inv 26/39)	£ 110.50
V1058	Mr Houssein, Pavilion (Inv 31)	£ 91.00
V1059	Mrs Keeper, Parish Room/Pavilion (Inv 5/8)	£ 195.00
V1060	Mr McGurran, Parish Room (Inv 42)	£ 25.50
V1060	Ms Spice, Parish Room, (Inv 41)	£ 25.50

V1060	Ms James, Pavilion (Inv 38)	£ 71.50
BACS	50% Precept	<u>£20137.00</u>
	TOTAL RECEIPTS as at 10 October 2011	£20680.50

4.3 **RESOLVED: The Minutes of the Finance Committee Meeting held on Monday 26 September were Approved and Signed as a True Record**

4.4 **St Margaret's Church request for funding towards replacement of the boiler.**

Cllr. Blundell advised that only £450 was available under S137 and proposed that this be given to St Margaret's Church, seconded by Cllr. Brooker who believed that there would be any parishioners wishing to make a donation personally but unable to do so.

Cllr. Baldwin opposed the payment and suggested £225 as he felt other organisations might make requests before the end of the financial year.

There was considerable discussion on the matter.

Cllr. Baldwin made a counter proposal that £225 be given to St Margaret's Church, seconded by Cllr. Grosvenor.

*SO 20.08 The Chairman adjourned the meeting for District Cllr. Grint to speak*

*It was noted that St Margaret's Church had also contacted Shoreham PC and asked for financial support*

*20.09 The Chairman reconvened the meeting*

The Clerk advised that other sections can be used to make payment for specific reasons, as Council has done in the past. This would mean that funds would be taken from Reserve. S137 should only be used if no other section is available.

Cllr. Blundell's proposal was put to the vote, 4 in favour, 2 against Cllrs. Baldwin and Grosvenor.

Cllr. Baldwin's proposal was not put to the vote.

**Resolved: A Section 137 payment for £450 will be made to St Margaret's Church**

5 **DISTRICT COUNCILLORS REPORT**

Any comments District Cllr. Grint would like to make will come under agenda headings.

6 **CLERK'S REPORT**

6.1 Police incident report for September, 5 incidents

1 theft from motor vehicle - London Road, 1 criminal damage - Fort Road, 1 burglary to business - London Road, 1 theft commercial - Otford Lane, 1 making off without payment - commercial.

6.2 Criminal damage to Pavilion

Insurance company will accept a late request. Assessment to be carried out to see how much a claim would benefit Council.

6.3 Fort Halstead Working Group.

Knockholt PC is keen to progress a meeting. It was agreed there should not be a meeting until Cllr. Taylor is available..

6.4 Parking on the Pavement at the crossroad and reinstatement of the log seat.

PCSO Nick Barker will be informed that the pavement parking has restarted.

Cllr. Brooker offered to purchase a seat in his father's memory and position that at the crossroads. This would replace the log. Clerk will contact Kent Highways to get permission.

6.5 Builders' materials on highway outside 1-2 Norwood, Church Road.

KHS representative contacted the skip company which did not have a licence and the area had been cleared. Clerk was informed the materials are back in the road. Clerk will action KHS.

6.6 Beacon/Bonfire Queen Elizabeth II Diamond Jubilee

Council has been invited to register a beacon. Clerk will ascertain if the Jubilee Committee has registered. Concern was expressed that Halstead Parish might not be included in the book which will be presented to HM Queen Elizabeth II.

6.7 It was noted that County Councillor Roger Gough stated at a meeting in Badgers Mount that the site at the end of Badgers Mount Road by the M25 roundabout has been put on the KCC Waste & Minerals list. Clerk will contact Cllr. Gough.

7.1 **FREEDOM OF INFORMATION REQUEST**

**Information on Gypsy sites throughout the Sevenoaks District**

The information had been circulated and there was considerable discussion on the response. Contents were **noted**.

It was proposed by Cllr. Blundell, seconded by Cllr. Grosvenor and carried unanimously that the Clerk should write to SDC to ascertain further facts about the Hever Road site in Edenbridge: 1. How much income is received from the tenants; 2. Why have the costs of running the site increased so drastically from year one to 2010/11.

It was noted that the Polhill site is managed by Kent County Council.

It was proposed by Cllr. Blundell, seconded by Cllr. Grosvenor and carried unanimously that the Clerk should write to Kent County Council to ascertain facts about the Polhill site. The same questions will be asked as those sent to SDC.

**Resolved: The Clerk will write to SDC in relation to Hever Road, Edenbridge Gypsy Site to ascertain income from tenants and an explanation on the increase of running costs.**

**Resolved: The Clerk will write to KCC in relation to Polhill, Shoreham Gypsy Site to ascertain the same data as originally requested from SDC.**

## 7.2 TRAVELLERS SITE STATION COURT, SEVENOAKS ROAD

*SO1d 21.05 The Chairman adjourned the meeting for a parishioner to speak.*

*21.06 The Chairman reconvened the meeting*

It was **noted** that Cllr. Brooker and the Clerk had contacted SDC Monitoring Officer concerning the article in the local paper. Both had been advised there had been no breach of the Code of Conduct by the Development Control Committee Chairman. It was **noted** that Mr Simmons and his family have been granted temporary planning consent for three years.

## 8 PLANNING COMMITTEE

8.1 **RESOLVED: The Minutes of the Planning Committee Meeting held on Wednesday 8 September were Approved and Signed as a True Record**

**RESOLVED: The Minutes of the Planning Committee Meeting held on Wednesday 22 August 2011 were Approved and Signed as a True Record**

## 8.2 PLANNING APPLICATIONS

### 11/02225/FUL NORWOOD HOUSE 1-2 CHURCH ROAD, TN14 7HE

Proposed conversion of an existing dwelling to form two number dwellings, a single storey rear extension and alterations  
**Strongly Opposed**

### 11/02317/FUL THE DORMY, STONEHOUSE ROAD, TN14 7HN

Removal of existing roof accommodation and the erection of a new first floor over existing ground floor & new tiled roof.  
**No Objection**

## 8.3 Application Decisions

### **Granted**

#### SE/11/01885/FUL ROSEWOOD, STONEHOUSE ROAD, TN14 7HN

Revised scheme as permitted under SE/11/00011/FUL for a five bedroom detached home with integral basement parking.  
**Noted**

### Enforcement action

15 London Road, Halstead TN14 7DS

Demolition detached conservatory, raised brick platform, shallow swimming pool, removal of materials from land - **Noted**

## 8.4 Planning Tutorial

Wednesday 2 November, 6.45pm Pavilion, Station Road. There will be 25 attendees - **Noted**

## 8.5 Community Led Plan

Questionnaires have been distributed and collected; there was a good response. Collation of the data has started.

## 9 AMENITIES & HIGHWAYS COMMITTEE

### 9.1 Meeting with Representatives - Kent Highway Services

Cllr. Baldwin outlined the meeting.

The grant is still outstanding from County Councillor Parry for the SID in Station Road.

*Action Clerk.*

Hedge in Knockholt Road has still not been cut.

*Action Clerk.*

A bag salt/sand will be delivered again this year for use as Council decides. Volunteers are required to help with salting and road-clearance in the case of severe weather.

Cllr. Baldwin advised that a parishioner in Southdene is parking on the highway verge. West Kent Housing are actioning.

Cllr. Baldwin remarked that the bus stop marking at the crossroads need repainting.

### 9.2 Speed Watch training

This will take place on Thursday 20 October, 9.30am at the Pavilion . Volunteers welcome.

### 9.3 Boot-scraper

This will be ordered and a proforma issued for the insurer.

### 9.4 Benches - Recreation Ground

Repair work will be left until the Spring but quotations sourced now.

### 9.5 Parking in Sevenoaks Road and London Road, Knockholt Station

A letter had been received from SDC explaining that Resident parking permits will not be issued.

It was **noted** the parking meters and yellow lineage came into operation on 10 October. The situation will be monitored by

SDC. It was **noted** that an unofficial car park has been opened in the London Borough of Bromley.

9.6 Village Clear Up Day

Saturday 15 October, 9.30am at the Pavilion.

10 **QUEEN ELIZABETH II DIAMOND JUBILEE CELEBRATION - *Agenda item November Parish Council meeting***

11 **INFORMATION**

Cllr. Baldwin had attended a meeting on the future of Kent NHS; paperwork will be distributed. Next meeting early in 2012.

12 **DATE OF THE NEXT MEETING OF THE PARISH COUNCIL**

Monday 14 November 2011 in the Pavilion, Station Road.

The meeting closed at 22.08