

HALSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 13 FEBRUARY 2012 AT 19.45 IN THE PAVILION, STATION ROAD, HALSTEAD

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

IN ATTENDANCE: Clerk, 8 parishioners

The meeting convened at 19.45

1 APOLOGIES.

All councillors were present and signed the attendance register. Cllr. Baldwin tendered apologies for District Cllr. Gary Williamson.

2 DECLARATIONS OF INTEREST ON AGENDA ITEMS - Nil

3 RESOLVED: The Minutes of the Parish Council Meeting held on Monday 9 January 2012 were Approved and Signed as a True Record.

3 RESOLVED: The Minutes of the Extraordinary Parish Council Meeting held on Monday 9 January 2012 were Approved and Signed as a True Record

4 FINANCE

4.1 RESOLVED: That the Accounts as itemised be paid

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

Payments include VAT where relevant.

CQ251	Viridor refuse collection, Pavilion - December 2011	£ 33.56
CQ252	British Gas, Pavilion	£395.57
CQ252	British Gas, Parish Room	<u>£179.63</u> £ 575.20
CQ253	Sencio Community Leisure, September cuts Recreation Gd	£ 204.00
CQ254	Priory Print & Stationery	£ 103.17
CQ255	Viridor refuse collection, Pavilion - January 2012	£ 33.56
CQ256	Liberty Washroom Services - Parish Room	£ 84.00
CQ256	Liberty Washroom Services - Pavilion	<u>£ 84.00</u> £ 168.00
CQ257	Allister Tulett, boiler maintenance x 3	£252.00
CQ257	New fan boiler changing rooms	<u>£213.60</u> £ 465.60
CQ258	<u>Clerk's expenses incurred while carrying out her duties:</u>	
	Internet, monthly allowance	£ 16.66
	Postage	£ 33.12
	Mileage: 6 x Bank @ 11; 1 x SDC @ 11; 1xlocksmith @ 6;1xEynsford @ 24 = 107	<u>£ 42.80</u> £ 92.58
DD	EDF Pavilion	£ 36.00
DD	EDF Parish Room	<u>£ 33.00</u> <u>£ 69.00</u>
	TOTAL PAYMENTS as at 13 February 2012	£1744.67

Mrs Gillian King Scott, Clerk CQ259.

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

4.2 Receipts:

BACS	Cock Inn, sponsorship flower beds	£ 25.00
V1073	Ms Summers, Parish Room (Inv 63)	£ 78.00
V1074	Football Club Licence fee 50%	£ 240.00
V1075	Mrs Keeper, Parish Room (Inv 60/61)	£ 195.00
V1076	Sevenoaks Town Juniors Football Club Licence fee 50%	£ 312.50
V1077	Zurich Insurance, claim against vandalism Pavilion	£ 237.40
V1078	Mrs Halliday, Pavilion (Inv 70)	£ 17.50
BACS	VAT repayment October-December 2011	<u>£ 707.17</u>
	TOTAL RECEIPTS as at 13 February 2012	£1812.57

5 DISTRICT COUNCILLORS REPORT

There was no report.

During the opening session, parishioners had expressed dissatisfaction with the attendance of District Councillors at the meetings

Cllr. Taylor proposed that both Councillors should be contacted and a request made that they either attend the meeting or provide a report, carried unanimously. Both councillors will be advised of parishioners' dissatisfaction.

RESOLVED: That a letter should be written to both District Councillors requesting their presence at Parish Council meetings; alternatively a report of matters appertaining to Halstead Parish should be provided.

6 CLERK'S REPORT

6.1 Annual Parish Meeting

It was agreed that the meeting should be held on Monday 30 April at 7.30pm in the Pavilion, Speakers to be agreed.

6.2 Police Incident report

1 incident during January, theft from Toby Carvery.

6.3 Clerks' Forum - 10 January

Topic for the meeting was Social Media, 'Facebook', 'Twitter' etc. Many Parish Councils and the District Council use social media. It was agreed this should be discussed at the next meeting. *Agenda item March meeting.*

6.4 Paralympic cycling event 3- 8 September 2012.

There will be a briefing on Monday 20 February at Sevenoaks District Council offices for any councillors interested in hearing about the management of this road event.

6.5 Woodland Trust - Jubilee Tree Planting

The Horticultural Society are considering undertaking this.

6.6 ACRK Community of Year Competition.

Categories are: Community - A Better Place to Live; Sustainability - A Better Future; Business - A Better Place to work; Communications - Being In Contact. Papers will be circulated to councillors for consideration. *Agenda item March meeting*

7 POLICE COMMUNITY SUPPORT OFFICER

A meeting had been held on 8 February with Chief Inspector Steenhuis who explained the new policing practice in Kent. Councillors and Clerk from Knockholt Parish Council had also attended as the funding for the PCSO had always been in partnership with Knockholt Parish Council.

CI Steenhuis made it clear that the Police Community Support Officer would now police Badgers Mount even though Council had been advised by previous Chief Inspectors that the PCSO was ring fenced to Halstead and Knockholt. The PCSO would also be moved on to duties in other parts of the District if a risk assessment indicated these other duties were of importance. Council objected strongly to these arrangements.

Council was informed that all parishes have a nominal PCSO and if Council decided not to fund there would still be a PCSO to cover the parish.

PCSO Nick Barker would be leaving Kent Police on 16 February. Cover would be provided from 18 March by PCSO Stoner.

CI Steenhuis had stated that the only difference between Council having a funded PCSO and a non funded PCSO was that the funded PCSO would not be made redundant if redundancies were made.

Council discussed this issue fully. It was noted that Halstead and Knockholt are the only parishes in the District that fund a PCSO.

The Chairman stated that a decision as to whether to fund a Police Community Police Officer for the next year would be made at the March Parish Council Meeting.

Several councillors requested that the decision be made at this meeting. After further discussion the motion was put.

Cllr. Brooker proposed that Halstead Parish Council should not provide funding for a Police Community Support Officer for the next financial year, seconded by Cllr. Grosvenor and carried six votes in favour, one against Cllr. Baldwin.

RESOLVED: A POLICE COMMUNITY SUPPORT OFFICER WILL NOT BE FUNDED FOR THE FORTHCOMING FINANCIAL YEAR APRIL 2012-MARCH 2013.

8 COMMUNITY GOVERNANCE REVIEW

After discussion Cllr. Baldwin proposed that the boundary for Halstead Parish remains the same as at present, seconded by Cllr. Grosvenor, carried unanimously.

RESOLVED: The response to the Community Governance Review will be that Halstead Parish boundary should remain as currently.

Cllr. Baldwin proposed that the two District Councillors for the Halstead, Knockholt and Badgers Mount Ward should only represent Halstead and Knockholt Parishes as Badgers Mount, being part of Shoreham Parish, is already represented by two District Councillors.

The motion was seconded by Cllr. Grosvenor, carried unanimously.

RESOLVED: That Council's response will recommend that the two Ward District Councillors should only represent Halstead and Knockholt as Shoreham Parish, which includes Badgers Mount, has two Ward Councillors.

8 PLANNING COMMITTEE

8.1 **RESOLVED: The Minutes of the Planning Committee meeting held on Wednesday 1 February 2012 were Approved and Signed as a True Record** with one amendment, the meeting was held on Wednesday not Monday.

8.2 APPLICATION DECISIONS

Refused

11/02558/SOMERFIELD, OTFORD LANE, TN14 7EF

Installation of a ground mounted 3.88KWP photovoltaic (PV) array on land owned by the applicant supplying electricity to the house and grid - **Noted**

8.3 Sheds on Halstead Place

A response to Council's letter had been received from Mr Martin, Planning officer. The final paragraph of his letter had suggested that the use of small moveable structures might solve the issues of outdoor storage.

It was **resolved** that the Clerk would write to Mr Martin requesting clarification of this statement. *Agenda item March meeting*

19.30 SO 1c The Chairman adjourned the meeting

19.40 The Chairman reconvened the meeting

9 AMENITIES & HIGHWAYS COMMITTEE

9.1 **RESOLVED: The Minutes of the Amenities & Highways Committee Meeting held on Monday 6 February 2012 were Approved and Signed as a True Record**

9.2 Recreation Ground hedging and lime trees: boundary with 13 Station Road

It was **resolved** that the Clerk will speak to a local tree surgeon for advice and then the work needed on the lime trees should be sent out for quotation.

Hedging at the boundary with Station Road has been removed by youngsters who have made a dangerous irregular entrance from Station Road onto the ground. It was **resolved** that the Clerk should contact a fencing contractor for a quotation to install fencing. The hedge may be replanted in front of the fence.

9.3 Review of Parking London/Sevenoaks Roads, Knockholt Station

Council agreed that the safety measures had been addressed but displacement had occurred into Shoreham Parish at Badgers Mount. With regard to the monitoring of the situation Council would like to know what monitoring had been carried out.

9.4 Allotments

Cllr. Taylor proposed, carried unanimously that the Clerk should sign the letter agreeing to the District Council's conditions for the Parish Council's entry on to the land. SDC Legal Department has started work on the transfer of the land.

RESOLVED: That the Clerk should sign the letter outlining conditions for Council's access to the site at Beldam Haw. Monday 5 March was agreed for a site meeting followed by an Amenities & Highways Committee to discuss the allotments.

9.5 Parking in Halstead

SDC Engineer Mr Andy Bracey had drawn up a site plan showing draft yellow lineage for Otford Lane and for Church, Knockholt and Station Roads. These were not believed to be sufficient.

It was **resolved** to ask Mr Bracey to visit Halstead at 3pm on either a Monday, Thursday or Friday when Cabbages and Kings is open and school traffic is at its peak.

9.6 Highways & Transportation

i. Speed Indicator Displays

The SID will be installed in the near future as the site has been agreed by the contractor.

It was suggested by KCC Highways that an approach is now made to County Cllr. Parry for funding towards the other SID.

It was **resolved** that the Clerk would write to Cllr. Parry requesting support for the second SID.

ii Report from Cllr. Taylor - **noted**

Cllr. Taylor had attended a local branch KALC meeting and the speakers had been from KCC Highways & Transportation.

It was noted KCC now has 63 new gritter lorries and transportation is now under the same banner as highways.

Cllr. Baldwin congratulated KCC H&T on the excellent service provided during the cold snap.

9.7 J5Slips

It was **noted** that the Annual Conference will be held in May. Halstead Parish Council will receive an invitation.

10 QUEEN ELIZABETH II DIAMOND JUBILEE CELEBRATION

Cllr. Baldwin queried whether the children at the school were to receive a memento of the Jubilee.

11 COMMUNITY LED PLAN

Analysing the data is extremely time consuming and it has been high-lighted that the inclusion of one specific heading has proved problematic. A presentation of the data will be made to the Parish Council, and to parishioners via another open meeting in the near future.

It has been **noted** that over half of those who responded have lived in Halstead for over twenty years.

12 INFORMATION

12.1 KCC Development and Infrastructure, Creating Quality Places - consultation

Clerk will circulate the document for information.

12.2 Changes to the SDC Standards Committee

Restructuring of the Sevenoaks Committee will start in the autumn. Cllr. Taylor has been asked to be one of the two Parish Council members on the committee. The Government has decreed that there will not be any charges for the services provided by the Standard Committees.

Each Parish Council must have a new Code of Conduct in place which must be published on the website. The new code has yet to be finalised.

13 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL

Monday 12 March 2012 in the Pavilion, Station Road

The meeting closed at 21.41