

# HALSTEAD PARISH COUNCIL

## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 12 JANUARY 2015 AT 19.45 IN THE PAVILION, STATION ROAD, HALSTEAD.

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

**IN ATTENDANCE:** Clerk, 14 parishioners; District Cllr. Gary Williamson

The meeting convened at 19.45

### 1 APOLOGIES

All members were present and signed the attendance register.

### 2 ACCEPTANCE OF OFFICE OF CO-OPTED PARISH COUNCILLOR

Cllr. Halliday made her Acceptance of Office which was duly signed by her and the Clerk.

### 2.1 DECLARATIONS OF INTEREST ON AGENDA ITEMS

**Nil.** Cllr. Halliday presented her completed Register of Interests

### 2.2 DISPENSATIONS

**Nil.** Cllr. Halliday does not require a dispensation to discuss and vote on the Precept.

### 3 RESOLVED: The Minutes of the Parish Council meeting held on Monday 8 December 2014 were Approved and Signed as a True Record.

### 3.1 RESOLVED: The Minutes of the Extraordinary Parish Council meeting held on Monday 5 January 2015 were Approved and Signed as a True Record

### 4 RESOLVED: That the Accounts as itemised be paid.

Proposed by **Cllr Blundell** seconded by **Cllr Baldwin**; carried unanimously.

Payments include VAT where relevant

|       |   |                |                |
|-------|---|----------------|----------------|
| CQ699 | Invicta Weeds Ltd – football pitch                              |                | £ 252.00       |
| CQ700 | Safeplay, play-ground repairs                                   |                | £ 330.90       |
| CQ701 | Priory Print, stationery  |                | £ 169.14       |
| CQ702 | Silver Pines, newsletters                                       |                | £ 58.00        |
| CQ703 | Thames Water, Parish Room                                       | £33.73         |                |
| CQ703 | Thames Water, allotments  | <u>£37.36</u>  | £ 71.09        |
| CQ704 | Cllr. Baldwin – travel Highways Seminar 22 miles                |                | £ 9.90         |
| CQ705 | 137 payment Citizens Advice Bureau                              |                | £ 100.00       |
| CQ706 | 137 payment St Margaret’s Church                                |                | £ 150.00       |
| CQ707 | Petty cash  |                | £ 25.00        |
| CQ708 | SDC Dog waste disposal  |                | £ 118.56       |
| CQ710 | Viridor Waste Management  |                | £ 53.52        |
| CQ713 | Revenue & Customs   |                | £ 358.52       |
| CQ711 | <u>Clerk’s expenses incurred while carrying out her duties:</u> |                |                |
|       | Internet allowance  | £ 16.66        |                |
|       | Postage   | £ 57.24        |                |
|       | Mileage: 4 x Bank @ 11;<br>1 x SDC @ 11 = 55 miles              | £ 24.75        | <u>£ 98.65</u> |
|       | EDF Parish Room   | £ 11.00.       |                |
| DD    | EDF Pavilion  | <u>£ 17.00</u> | <u>£ 28.00</u> |

**TOTAL PAYMENTS AS AT 12 January 2015** £1823.28 - noted

CQ712 Salary payment Mrs King Scott, Clerk

**Cheques were signed at the close of business by Cllr. Taylor and Cllr. Brooker**

|       |   |                                |
|-------|---|--------------------------------|
| 4.2   | <b>RECEIPTS AS AT 12 January 2015</b>         |                                |
| V1248 | Knockholt Parish Council, 1/3 freighter costs | £ 71.33                        |
| V1249 | Mrs Bowen, Parish Room (Inv57)                | £ 36.00                        |
| BACS  | Mrs Clarkson, Parish Room (Inv54)             | £ 45.00                        |
| BACS  | Mrs Wilcox, Parish Room, (Inv42)              | £ 42.00                        |
| BACS  | Ms Summers, Parish Room (Inv61/62)            | £ 77.00                        |
| V1250 | Football Club 50% Licence                     | £ 290.00                       |
|       | <b>TOTAL RECEIPTS AS AT 12 January 2015</b>   | <b>£ 561.33 - <u>noted</u></b> |

4.3 Council Tax Support Grant: meeting with Leader of SDC Cllr. Peter Fleming.  
 Cllrs. Taylor, Brooker and the Clerk had attended a meeting with Cllr. Fleming and Adrian Rowbotham, Head of Finance. The meeting was not satisfactory and Cllr. Fleming was still unable to provide an explanation, or further information, as to why SDC did not pass on the Community Tax Support Grant to Town and Parish Councils. After discussion Cllr. Grosvenor proposed that Council write to the Sevenoaks Chronicle; motion seconded by Cllr. Blundell and carried unanimously.  
**RESOLVED: that the Parish Council should write to the Sevenoaks Chronicle concerning the retention of the Community Tax Support Grant destined for Town and Parish Councils from HM Government via the District Council.**  
 The Clerk will prepare a draft letter and circulate for comments

4.4.1 **RESOLVED: The Minutes of the Finance Committee meeting held on Friday 21 November 2014 were Approved and Signed as a True Record**

4.4.2 **RESOLVED: The Minutes of the Finance Committee meeting held on Wednesday 17 December 2014 were Approved and Signed as a True Record**

4.5 **BUDGET 2015-2016**

4.5.1 Cllr. Blundell proposed, seconded by Cllr. Halliday that the licence fees for the Cricket Club should be reduced by £65 from £965 to £900.  
 Cllr. Baldwin proposed, seconded by Cllr. Blundell that the Netball Club licence fee should remain at: £220.  
 Cllr. Halliday proposed, seconded by Cllr. Blundell that the Senior Football Club licence fee should increase by £65 to £640 from £575.  
 All motions were carried unanimously.  
**RESOLVED: that the licence fees for the Cricket Club 2015 should be £900; for the Netball club 2015 £220; for the Senior Football Club season 2015-2016 £640.**

452 **APPROVAL AND ACCEPTANCE of the PRECEPT FOR 2015-2016**

Cllr. Blundell, Chairman of the Finance Committee advised that with judicious pruning the Precept for 2015-2016 will remain the same as the current year.  
 Cllr. Blundell proposed that the Precept for 2015 – 2016 should be accepted as £41,523; seconded by Cllr. Brooker and carried unanimously.  
**RESOLVED: The Precept for the financial year April 2015 – March 2016 should be £41,523**

5. **DISTRICT COUNCILLORS' REPORT**

Badgers Mount residents have been in contact with Conways, owners of the Chelsfield MOD site, concerning the erection of housing on the land. To date there is no planning application. A public exhibition will be held prior to the submission of any documents.

6. **CLERK'S REPORT**

- 6.1 Policing – no incidents for December. A report has been requested from the PCSO.
- 6.2 Criteria for the introduction of safety/speed cameras: fixed safety camera – three people must have been killed or seriously injured within a 1.5 kilometre stretch of road within three previous years.  
 Mobile cameras: one person must have been killed or seriously injured within a five kilometre stretch within the previous three years. Clerk will contact Kent Highways concerning this
- 6.3 Brake, the road safety charity has release a tool-kit to help campaigners in the GO 20 scheme lowing of speed limits. This will be looked into.
- 6.4 Kent CC has decided to retain the Wardens scheme. Clerk will look into what wardens actually do..

- 6.5 KALC Planning Conference on Friday 27 March 9.30 – 4.30, at Lenham.
- 6.6 Section 137 expenditure has risen to £7.36 per capita
- 6.7 Electoral Review of KCC. This will cover: number of councillors elected; number of divisions; number of councillors in each division; division boundaries; names of divisions. There should be no changes to Parish Councils.
- 6.8 Movement of waste collection and transfer vehicles at Knockholt Station.  
Standard hours/general guidance for deliveries and collections from commercial sites Monday to Friday 7am – 10pm; Saturday 8am – 6pm; Bank Holidays 9am – 5pm.  
If the site is causing a nuisance to neighbours a notice with restrictions can be served. There is no record of such a notice being served on this site in the recent past.  
The site is permitted by the Environment Agency so there may be further restrictions.
- 6.9 Yellow lines  
Emails have been sent to Mr Bracey; he is on holiday.
7. **PLANNING COMMITTEE**
- 7.1. **RESOLVED: The Minutes of the Planning Committee meeting held on Friday 5 January 2015 were Approved and Signed as a True Record**
- 7.2 Applications Received  
SE/14/03618/FUL, WOODSIDE, OTFORD LANE TN14 7EQ  
Demolition of existing dwelling and glass house; erection of a single storey replacement dwelling.  
SE/14/03779/HOUSE, 5 PARKSIDE TN14  
Dropped kerb/crossover  
SE/14/03899/DEMNOT FORT HALSTEAD, STAR HILL ROAD.  
Demolition of buildings:  
H18/H19/H28/H33.1/H43/H45/H45.1/H47/H47.1/H47.2/H49/H52/H53/Q27/X43/X44/X45/X75  
Cllr. Baldwin stated that several of these buildings were listed and that Mr Penney worked in H18/H19  
The Clerk will contact Mrs Westphal for information.
- 7.3 Application Decisions  
**Granted**  
SE/14/03367/HOUSE LYNTON, SEVENOAKS ROAD, TN14 7HP  
Demolition of garage; erection of single storey side & rear extension. 1st floor rear extension; roof alterations - **noted**  
Appeal decision  
**Granted:**  
APP/G2245/A/14/2217055 LAND NORTH OF OAK TREE FARM, LONDON ROAD, HALSTEAD TM14 7AB  
The Planning Committee recommends that a letter be written to SDC concerning this decision.  
The Appeal procedure was outlined: there is no charge for taking a refused application to appeal. The Appeal Inspectorate do not charge for their work. The only charge would be if professionals were employed.  
The applicant can ask for either - an informal hearing or by an exchange of papers; the final decision is made by the Appeal Inspectorate.  
If a Judicial Review of the Appeal Inspector's decision is required the request must be made within 30 days of the Appeal being granted and it will be considered. Legal advice would need to be taken to ascertain if a Judicial Review would be warranted.
- 7.4 Gypsy and Traveller sites  
Update from District Cllr. John Grint Nothing to report.  
Another letter has been written to Richard Morris and receipt is outstanding.
- 7.5 Fort Halstead  
Cllrs. Taylor and Brooker spoke about the site meeting held on 8 January 2015.  
CBRE who are dealing with the development would like to meet with the councillors who did not attend the site visit.

It was noted that a lot of buildings had been and will be demolished, none of these are listed. The listed buildings will be incorporated into the development, some as housing. The developer wants high quality employment on the site. Business traffic would use Crow Drive entrance; domestic traffic through the Star Hill entrance which would be reduced in size by traffic calming.

The developer will not submit the ecological reports/environmental papers until the planning application is submitted. It is hoped that SDC will supply relevant documents to the Parish Council as they arrive.

The working group will next meet on Friday 16 January.

7.6 Community Led Plan

Nothing to report awaiting documents from Mr Ford.

**8 AMENITIES AND HIGHWAYS COMMITTEE**

**8.1 RESOLVED: The Minutes of the Amenities & Highways Committee meeting held on Friday 21 November 2014 were Approved and Signed as a True Record**

8.2. Football pitch

The Clerk will provide dates for the Chipstead Junior Football Club to play on the Recreation Ground.

8.3 Defibrillator training

To date only three people have put their names on the list. This will be advertised in the Sevenoaks Chronicle.

**9 INFORMATION**

**10 DATE OF NEXT MEETING OF THE PARISH COUNCIL  
MONDAY 9 FEBRUARY 2015 ON THE PAVILION, STATION ROAD AT 19.45**