

HALSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 14 JULY 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. Karen Grosvenor

IN ATTENDANCE: Clerk, 7 parishioners.

The meeting convened at 19.45

1 APOLOGIES

Apologies were received and accepted from Cllr. Ford who was on holiday. Members 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 9 June 2014 were Approved and Signed as a True Record.

RESOLVED: The Minutes of the Extraordinary Parish Council meeting held on Monday 30 June 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 Bent; carried unanimously.**

Payments include VAT where relevant

CQ630	Thames Water, Pavilion		£ 187.74
CQ631	Homemaid cleaners,	May £ 242.00	
CQ631	Homemaid cleaners	June £ <u>302.50</u>	£ 544.50
CQ632	Proground amenity mowing/strimming,	May £ 264.00	
CQ632	Proground amenity mowing/strimming	June £ <u>384.00</u>	£ 648.00
CQ633	SDC dog waste disposal		£ 118.56
CQ634	SDC Freighter hire		£ 256.80
CQ635	KALC, Clerks' conference		£ 72.00
CQ636	Silver Pines, handbills consultation		£ 35.00
CQ637	Priory Print & Stationery		£ 50.89
CQ638	SLCC, Practitioners Guide		£ 23.00
CQ639	Viridor Waste Management, waste collection Pavilion		£ 120.42
CQ640	Fire protection, extinguisher&Service Pav	£ 140.40	
CQ640	Fire Protection, extinguisher&Service PR	£133.20	£ 273.60
CQ641	David Elliott, works on allotments	£696.00	
CQ641	David Elliott, car park, allotments	£4200.00	£4896.00
CQ642	Inland Revenue PAYE		£ 529.95
CQ643	<u>Clerk's expenses incurred while carrying out her duties:</u>		
	Internet allowance	£ 16.66	
	Postage, newsletters	£ 50.88	
	Mileage: 2 x Bank @ 11; 1 x SDC @ 1;		
	2 x Otford @ 12; 4 x Halstead @ 3 = 69	£ <u>31.05</u>	£ 98.59
DD	EDF Parish Room	£ 13.00.	
DD	EDF Pavilion	£ <u>24.00</u>	£ 37.00

TOTAL PAYMENTS AS AT 14 JULY 2014 £7892.05

CQ644 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 AS AT 14 July 2014	
V1185	Halstead Players, Parish Room (Inv 24)	£ 14.00
V1186	Mr Fenner, Pavilion (Inv 25)	£ 84.00
V1186	Mrs Keeper, Parish Room (Inv 04/05)	£ 210.00
BACS	Mrs James, Pavilion (19)	<u>£ 126.00</u>
	TOTAL RECEIPTS AS AT 14 JULY 2014	£ 434.00

4.2.2 Council Tax Support Grant

Letter has been received from Michael Fallon MP advising he is pursuing Brendon Lewis MP for an answer to Council's letter.

The Chairman asked District Cllr. Grint to what use SDC would put the funding that had been for Parishes and Town Councils.

20.09 SO 1d The Chairman adjourned the meeting for Cllr. Grint to speak.

20.14 The meeting was reconvened.

Cllr. Taylor proposed that Cllr. Fleming be contacted and asked to explain what the funding would be used for. Copy of the letter will be sent to Chief Executive Pav Ramewal

Carried unanimously.

RESOLVED: that the Clerk will write again to Cllr. Fleming asking for special information concerning the COMMUNITY TAX SUPPORT GRANT.

5. DISTRICT COUNCILLORS REPORT

SDC has approved that Badgers Mount should become a Parish Council.

Cllr. Brooker referred to the campaign by Badgers Mount Residents Association to prevent Conway from using the old Chelsfield depot. He asked what had happen to the £500 given to support BMRA.

Cllr. Grint stated that all unused funds were in a bank account.

It was agreed that the Clerk would write to the Secretary and ask if any of this funding was to be returned.

Cllr. Grint mentioned that the owners of Fort Halstead had been meeting with SDC officers to discuss its future use. Plans will be submitted later this year.

6. CLERK'S REPORT

6.1 Policing June – July.

Incidents: attempted break-in Pavilion; burglary Shoreham Lane + 1 assault Old London Road Badgers Mount linked with previous burglary; burglary dwelling in Watercroft Road + theft of vehicle linked with burglary. A street briefing was held following this incident.

Activities: 10 bikes marked at Knockholt Station; village leaflet drops; follow-up visits to victims of crime; surgery dates on noticeboards and Kent police website; visits to Halstead School for parking problems and ASB meetings. Speeding checks carried out: Sevenoaks Road 158 cars checked – 5 given advice; Meadway 50 cars checked- 5 given advice.

6.2 The Fun Bus will visit Halstead on Wednesday 13 August and will be on the Recreation Ground from 10am – 2pm.-
next news letter

6.3 There are to be changes to the way people register for voting from this year. Every household will be written to from 31 July. Leaflets in the post office. *–next news letter*

6.4 KALC two courses: The Dynamic Councillor 12 September - Lenham; Finance Conference 17 October - Faversham.

6.5 KCC has provided a definitive map for Public Rights of Way as from 31 May 2014 – *agenda item A&H Meeting.*

6.6 An electrical check is needed on both buildings as an insurance requirement. Quotes are being sourced. This will be valid for a number of years.

6.7 London Paramount. This is a large leisure, housing, business and education complex to be developed at the Swanscombe Peninsula. The management company London Resort Company Holdings Ltd (LTCH) will contact Council during the development period.

6.8 Quarterly Accounts

The current period accounts will now be presented with the previous year accounts for comparison. This is a requirement of the new audit regime.

7. PLANNING COMMITTEE

7.1. **RESOLVED: The Minutes of the Planning Committee meeting held on Wednesday 18 June 2014 were Approved and Signed as a True Record**

7.1.2 **RESOLVED: The Minutes of the Planning Committee meeting held on Wednesday 25 June 2014 were Approved and Signed as a True Record**

7.1.3 **RESOLVED: The Minutes of the Planning Committee meeting held on Thursday 10 July 2014 were Approved and Signed as a True Record**

7.2 Applications Received

SE/14/01901/HOUSE STONESTACK, STONEHOUSE LANE, TN14 7HH

Conversion of existing garage to habitable space and construction of first floor above it. Erection of new single storey garage. **Supported**

SE/14/01628/HOUSE 8 MEADWAY, TN25 7EY

Erection of a single storey rear extension - **Supported**

7.3 Application Decisions

7.3.1 **Granted**

14/00941/ADV TOBY CARVERY, LONDON ROAD

Replacement of the existing external signage scheme – **noted**

SE/14/01482/HOUSE THE RETREAT, KNOCKHOLT ROAD TN14 7EU

Re-construction of a conservatory to rear of family dwelling - **noted**

7.3.2 **Refused**

SE/14/01124/FUL LONDON NORTH OF IVY COTTAGE, STONEHOUSE ROAD, TN14 7HN

Demolition of the existing garage on site and the construction of a new detached chalet bungalow -**noted**

7.3.3 Appeal Decision

Granted

APP/G2245/A/14/2216806 LAND SOUTHWEST OF 7 HOTEL AND DINER, LONDON ROAD

Creation of new access, gate and hard standing - **noted**

7.4 Gypsy and Traveller sites: letter to Mr Richard Morris, Chief Planning Officer SDC

Council's letter had been lodged as a response to the consultation. The Clerk has advised SDC that Council are expecting a reply to the letter.

20.45 S0 1d The Chairman adjourned the meeting for discussion to take place with Cllr. Grint on the consultation.

21.06The Chairman reconvened the meeting.

Copies of Council's response to the Consultation and letter to Mr Richard Morris will be sent to Cllr. Grint.

7.5 Fort Halstead: re-instatement of the Fort Halstead Working Group

It was **Resolved** to reconvene the Group. Dunton Green, Knockholt and Shoreham Parish Councils will be asked if they would like to re-join the Group. Chevening Otford and Riverhead Parish Councils will be asked if they would like to observe the meetings.

An update had been given to Council by Alan Dyer, SDC planning officer, concerning the future of Fort Halstead. He understands that the owner hopes to submit plans for the redevelopment in November. It is believed that if planning consent is given the owner will sell the land on with the consent.

8 AMENITIES AND HIGHWAYS COMMITTEE

8.2 Allotments

Update – the car park is finished; the allotments have been cleared; Cllr. Taylor has marked up 75% of the plots; Cllr. Baldwin will mark up the remaining plots as soon as possible.

A resident has been parking in the entrance of the car park; it was agreed that a sign indicating that this is private land;

it is for use by people entering the allotments only; there should be no parking in the entrance.
It was agreed to add to the tenancy agreements that cars should not be parked in the car park overnight.

8.2.1 Tenancy Agreement

It was agreed that the tenancy agreements should be sent to people on the waiting list and these should run from 1 August – 31 March 2015.

Discussion took place on the tenancy charge for this period.

Cllr. Baldwin proposed that there should be no charge, seconded by Cllr. Brooker, in agreement Cllr. Grosvenor; vote was taken three in favour and three against, vote was not carried.

Cllr. Blundell proposed a pro-rata charge, seconded by Cllr. Taylor, in agreement Cllr. Bent; vote was taken three in favour; three against.

Cllr. Blundell proposed £12.50; three against, three in favour; Chairman's deciding vote was in favour. Motion carried.

RESOLVED; that the tenancy payment for use of the allotments shall be £12.50 from 1 August-31 March 3015.

8.3 Pavilion

3.3.1 **Showers**

Two quotations had been sourced. Quote one for replacement of timed flow control with bore lever valves Allister Tulett £242; Russell Nunn £235.

Quote two was for replacement of shower heads, timed control valves.

Allister Tulett £1180; Russell Nunn £1895

After discussion Council agreed to proceed with the replacement of the times valves with lever valves.

Cllr. Brooker proposed that the quotation for £242 from Allister Tulett should be accepted, seconded by Cllr. Bent; carried unanimously.

RESOLVED: that the quotation from Allister Tulett in the sum of £242 to install lever valves to the showers should be accepted.

8.3.2 **Alarm etc.**

Swift alarms had been called to inspect the alarm system as it was continually going off. There appears to be no problems but entry time has been reduced and alarm ringing time has also been reduced to the statutory period. Cllr. Brooker has carried out a repair on the front door which had become loose and was triggering the alarm when pulled. Forced entry had been attempted to the boiler room and this has been reported to Kent Police. Cllr. Brooker will carry out a repair to this door. Forced entry has also been attempted again on the football/cricket store room. The sensors on the security lighting require replacing.

8.4 Defibrillator

Sevenoaks District Council has approved £500 towards the purchase of this and required sight of the quotations sourced. The spread sheet has been sent with an explanation for Council's selection.

The Cock Inn land-lady has agreed to run a quiz to help raise money for the Defibrillator. This will be in July.

8.5 Yellow lineage at the cross roads Church Road, Knockholt Road, Otford Lane and Station Road

Correspondence from Mr Andy Bracey, SDC was rather disappointing as it indicates there is no need for the yellow lineage and appears to infer that nothing will be progressed further.

Cllr. Blundell responded as a parishioner and has received a letter from Mr Bracey in which it is stated that the matter will be progressed to a formal consultation.

The Clerk will contact Mr Bracey to ascertain when this will happen. Copy of letter to County Cllr. Richard Parry.

8.6 Gate to play area

The Clerk has been in communication with Wickstead Leisure concerning the faulty gate since April and is unable to book a meeting with a representative.

The latest suggestion from Wickstead is that an engineer visits to carry out the repair. The cost for labour is £160 plus materials. A list of parts with costs were supplied but no indication made of the actual overall cost.

The Clerk will ask again that a Wickstead representative visit and that a diagram indicating where these parts fit be supplied.

9 INFORMATION

KCC final consultation on the Kent Minerals & Waste Local Plan 31 July – 12 September. Document will be available to view at <http://consult.kent.gov.uk/portal/mwcs/mwlp-submission> - **noted**

10 **DATE OF NEXT MEETING OF THE PARISH COUNCIL MONDAY 11 AUGUST 2014 ON THE PAVILION, STATION ROAD AT 19.45**

The meeting closed at 22.16