

# HALSTEAD PARISH COUNCIL

## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 8 DECEMBER 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. Karen Grosvenor

**IN ATTENDANCE:** Clerk, 14 parishioners.

The meeting convened at 19.47

### 1 APOLOGIES

Apologies were received and accepted from Cllr. Blundell 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 10 November 2014 were Approved and Signed as a True Record.**

### 4 FINANCE

54.1 **RESOLVED: That the Accounts as itemised be paid.**

Proposed by **Cllr Bent** seconded by **Cllr Brooker**; carried unanimously.

Payments include VAT where relevant

CQ685	Bob Woolmer Sales, bushes for scrapers		£197.46
CQ686	BT		£122.10
CQ687	Barry Lester, defibrillator installation		£ 78.63
CQ688	British Gas – Parish Room	£180.88	
CQ688	British Gas- Pavilion	<u>£200.15</u>	£381.03
CQ689	Barry Lester - security lights		£298.19
CQ690	Coolings Nursery, maintenance flower beds		£450.00
CQ691	SLCC subscription		£149.00
CQ692	Commercial Services Trading Ltd		£708.36
CQ693	Inland Revenue & Customs		£ 55.55
CQ694	Viridor Waste disposal		£120.42
CQ698	Homemaid cleaners – October	£242.00	
CQ698	Homemaid cleaners – November	<u>£242.00</u>	£484.00

CQ695 Clerk's expenses incurred while carrying out her duties:

Internet allowance	£ 16.66	
Stationery	£ 22.99	
Postage	£ 22.80	
Quarterly Office allowance	£ 40.00	
Quarterly Computer allowance	£ 30.00	
Mileage: 3 x Bank @ 11 = 33	<u>£ 14.85</u>	£ 147.30

CQ695 Repayment Clerk: Chairman's Allowance

Refreshments at Parish Council meeting	£ 49.46	
Christmas cards	£ 5.98	£ 55.44

DD EDF Parish Room £ 11.00.

DD EDF Pavilion £ 17.00 £ 28.00

**TOTAL PAYMENTS AS AT 8 December 2014** **£3275.48**

CQ697 Salary payment Mrs King Scott, Clerk

**Cheques were signed at the close of business by Cllrs. Brooker and Grosvenor**

4.2	<b>RECEIPTS AS AT 3 December 2014</b>	
V1245	Pratts Bottom, Pavilion (Inv 49)	£ 7.00
V1245	Mrs Davenport, Parish Room (Inv 50)	£ 7.00
V1246	Mrs Davenport, Parish Room (Inv 52)	£ 7.00
BACS	Repayment VAT Revenue & Customs (April-June)	£ 831.10
BACS	Repayment VAT Revenue & Customs (July-Sept)	£1774.32
V1247	Mrs Davenport, Parish Room (Inv 58)	£ 7.00
BACS	Ms Gearty. Parish Room (Inv53)	<u>£ 36.00</u>

**TOTAL RECEIPTS AS AT 8 December 2014** **£2669.42 - Noted**

4.3 Council Tax Support Grant

Cllr. Fleming, Leader of the Council has agreed to meet with Cllrs. Taylor and Brooker on Wednesday 17 December at 15.30. This is a 30 minutes slot.

4.4 Section 137 requests.

Discussion took place on the two requests.

**A. St Margaret's Church**

St Margaret's Church had submitted a request in April for lawn motor repairs and Council had deferred a decision.

*SO1d 19.58The Chairman adjourned the meeting to ask a parishioner where the lawnmowers were stored.*

*19.60 The Chairman reconvened the meeting.*

Cllr. Brooker proposed that a payment of £150 be made to St Margaret's Church; seconded by Cllr. Baldwin; carried unanimously.

**RESOLVED: that a Section 137 payment should be made to St Margaret's Church.**

**B. Citizens Advice Bureau**

Cllr. Grosvenor proposed that a payment of £100 be made to CAB, seconded by Cllr. Baldwin; carried unanimously.

**RESOLVED: that a Section 137 payment should be made to Sevenoaks & Swanley Citizens Advice Bureau.**

**5. DISTRICT COUNCILLORS REPORT**

The District Councillors were not present and neither had sent apologies. It was agreed to write to Cllr. Grint to ascertain the progress he has made in his enquires over the use of Station Court as a permanent gypsy site.

It was also agreed that both Councillors should be contacted to ask that they send apologies if they cannot attend.

**6. CLERK'S REPORT**

- 6.1 Policing 3 incidents: 1 x stolen lorry parked in Meadway and used for business purposes for a few days. Police recovered vehicle and it was removed. Two people on a motor scooter broke into a property in Watercroft Road while the occupiers were on holiday. They were filmed on the CCTV camera.  
There is also a man going around houses offering to power-wash driveways.

PCSO Lizanne Fry has been working with Halstead School and the children in Willow class have produced posters encouraging motorists to drive slowly and carefully and to park sensibly. The PCSO will take winners out when she operates the speed gun.

- 6.2 Badgers Mount Residents Association has agreed to send their fighting funds accounts for years 2012 -2014 in the near future.

Conways, owners of the old MOD depot in Shacklands Road, are proposing to build 20 select houses with half acre gardens on the site. Their planners will be meeting with SDC development control in 2015 to discuss the plans and there will be a public exhibition.

**7. PLANNING COMMITTEE**

- 7.1. **RESOLVED: The Minutes of the Planning Committee meeting held on Friday 5 December 2014 were Approved and Signed as a True Record**

- 7.2.1 Application Received  
SE/14/03554/HOUSE 7 LONDON ROAD, TN14 7DS

Demolition of existing garage/utility. Erection of a two storey side extension and erection of single storey front and rear extensions with the addition of a front porch with roof canopy – **objection**

7.3 Application Decisions

Nil

7.4 Gypsy and Traveller sites

A second consultation is in place for newly recommended sites. There are none in Halstead or the near vicinity. Station Court still remains in the original document as a permanent site.

Update from Cllr. Grint on this topic, see item 5.

It was agreed that the Clerk should write to Mr Richard Morris, Head of Development Control expressing Council's belief that the decision made by the Secretary of State in 2011 should not be over ruled and ignored and that the occupiers of the site should be given notice to quit the land.

7.5 Fort Halstead

A meeting was held with the group members and Mr Alan Dyer, Planning Manager SDC. Ms Lesley Westphal who will be dealing with any future planning application accompanied him.

It is believed that the planning application together with all relevant documentation will be presented during the first quarter of 2015. The working group will have a site visit on 8 January and will meet the developer's planning consultants.

There is no reduction in house numbers as the developer needs open-market housing to outweigh the cost of developing the site. There will be a lower percentage of affordable housing than recommended due to the this. The Green Belt will be respected and not developed.

7.6 Community Led Plan

The Clerk and The Chairman will contact Mr Ford to see what the current situation is with the document.

**8 AMENITIES AND HIGHWAYS COMMITTEE**

8.1 Quotations:

A quotation for cutting of the Recreation Ground on 24 occasions @ £1331.31; cutting the football pitch only on 8 occasions @ 242.39 had been received from Landscapes Services. There were no other quotations.

Cllr. Brooker proposed that these quotations be accepted, seconded by Cllr. Baldwin and carried unanimously.

**RESOLVED: that the quotations from Landscape Services as noted about should be accepted.**

A quotation had been received from Landscape Services for work on the Recreation Ground: to weed treat @ £262.65 per application and fertilise @ £262.65. After discussion it was agreed that the ground did not need to be fertilised at this time. Cllr. Brooker proposed that the quotation to weed treat should be accept; seconded by Cllr. Jeff Baldwin and carried unanimously.

**RESOLVED: that the quotation for weeding the Recreation Ground in the sum of £262.65 should be accepted.**

Two quotations for amenity grass cutting had been received. The number of cuts is ten. A specification for work has been sent to both contractors. The company that had held the contract in 2014-15 has declined to quote.

PJ Garden Services has quoted £190 per visit totalling £1900 this was a blanket quotation as the company had held the contract in 2012-13 and 2011-12 and new what areas to cut. .

Landscape Services had quoted as per the specification. Area A £937.50; Area B £1125.00 – totals £2062.50

Cllr. Brooker proposed that the quotation from Landscape Services should be accepted as he believed the larger company would provide a better service; seconded by Cllr. Sheila Bent; carried unanimously.

**RESOLVED: that the quotation from Landscape Services for amenity grass cutting in the sum of £2062.50 should be accepted.**

8.2. Football pitch usage

Council has been approached by the Chairman, Alan Black, of Chipstead Youth Football Club to hire the football pitch on alternative Sundays for the next season and from Christmas this season. They currently pay £40 per game for use of the pitch and facilities in Sundridge. The reason for relocation is the large amount of youth teams under Chipstead's banner.

The Chairman put to Council that the team be permitted to play from January to the end of the season for £40 per session and that the licence fee for the next season should be agreed in early 2015. Cllr. Brooker proposed that this motion be accepted, seconded by Cllr. Grosvenor and carried unanimously.

**RESOLVED: that the junior football team from Chipstead should be permitted to use the football pitch on Sundays for £40 from late December to April 2015.**

8.3 Defibrillator

Council has arranged for training on a Friday evening in February in the Parish Room. It will include 'what a defibrillator does and what to do if you have to use one'. This is mentioned in the newsletter and is on a first come basis. There is no charge to parishioners

**9 CO-OPTION TO THE PARISH COUNCIL**

Mr Roger Sales has indicated that he is interested in being co-opted to Council. There will be an Extraordinary Parish Council meeting after Christmas, prior to the January Parish Council, to discuss this matter. Council understands that another parishioner is also interested in standing. Any interested parties must respond by 10 December.

**10 INFORMATION**

Cllr. Brooker recommended that Cllr Baldwin be considered for the KALC Community Award. This will be discussed at the next Amenities & Highways Committee meeting

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

**MONDAY 12 JANUARY 2015 ON THE PAVILION, STATION ROAD AT 19.45**

The meeting closed at 21.20