

HALSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 13 JULY 2015 AT 19.45 IN THE PAVILION, STATION ROAD, HALSTEAD.

PRESENT: Cllr Christine Halliday, Vice Chairman in the chair
Cllr. Jeff Baldwin
Cllr. Philip Draper
Cllr. Barry Gardiner
Cllr. Roger Sales

IN ATTENDANCE: Clerk, 12 parishioners,

The meeting convened at 19.45

1 AP0LOGIES

Apologies were received from Cllrs Booker and Grosvenor who were both on holiday; members present signed the attendance register. Apologies were received from District Cllr Gary Williamson.

2 DECLARATIONS OF INTEREST ON AGENDA ITEMS

Items other than those already declared in Councillors' Register of Interests
Nil

2.1 DISPENSATIONS

Dispensations will be required before discussions on the Precept can commence, agenda item August Parish Council meeting.

3 RESOLVED: The Minutes of the Parish Council meeting held on Monday 8 June 2015 were approved and Signed as a True Record

4 FINANCE

4.1 RESOLVED: That the Accounts as itemised be paid.

Proposed by Cllr. Barry Gardiner, seconded by Cllr. Jeff Baldwin and carried unanimously

Payments include VAT where relevant

CQ766 Thames Water – Pavilion	£38.76	
CQ766 Thames Water – Parish Room	£54.77	
CQ 766Thames Water - Allotments	<u>£68.53</u>	£162.06
CQ767 SDC Business rates Parish Room		£240.00
CQ768 137 payment Kent Mediation		£ 50.00
CQ 769 SDC Freightier		£262.80
CQ770 Viridor Waste disposal		£ 57.81
CQ771 Future Fire Protection – Parish Room £ 60.00		
CQ 771 Future Fire Protection – Pavilion	<u>£135.60</u>	£195.60
CQ 772 Lester-Brown Ltd, electrician Pavilion		£ 72.19
CQ 773 Aldermore Bank Stationers		£193.13
CQ 776 Revenue & Customs		£693.53

CQ774 Clerk's expenses incurred while carrying out her duties:

Internet allowance	£ 17.66	
Mileage: 2 x Bank @ 11 meetings; 1 x SDC		
= 33	<u>£ 14.85</u>	£ 32.51

EDF Parish Room	£ 25.00	
DD EDF Pavilion	<u>£ 21.00</u>	<u>£ 46.00</u>

TOTAL PAYMENTS AS AT 8 July 2015 **£ 2005.63**

Plus CQ775 salary payment Mrs King Scott, Clerk

The cheques were signed at the close of business by Cllr. Phil Draper and Cllr. Roger Sales

4.2	RECEIPTS AS AT 13 July 2015	
V1220	Mrs Keeper, (Parish Room), Inv2/5	£ 210.00
V1200	Mrs Robbins tenancy agreement allotment	<u>£ 25.00</u>
V1200	Pratts Bottom AD (Pavilion) Inv 36	<u>£ 14.00</u>
V1220	Ms Wilcox (Parish Room, Inv28	£ 42.00
V1200	Miss Bryer (Parish Room) Inv 22	£ 63.00
BACS	Mrs Hubble (Parish Room) Inv 37	£ 21.00
BACS	Election hall rental (Pavilion)	£ 141.75
BACS	Repayment VAT	£ 318.77
BACS	Ruth Jones (Parish Room) Inv 9	£ 28.00
BACS	Mr & Mrs Morgan (flower bed sponsorship) Inv 35	£125.00
V1198	Mrs Dennett (flower bed sponsorship) Inv 34	£125.00
V1198	Miss Bryer (Parish Room) Inv 21	£ 84.00
V1199	CLP	£1485.20
	TOTAL RECEIPTS AS AT 13 JULY 2015	£2682.72 – Noted

5 COMMITTEE STRUCTURE and APPOINTMENT OF REPRESENTATIVES

Finance Committee

To agree membership of the Committee

Cllr. Draper proposed that Roger Sales be elected to the committee; seconded by Cllr. Baldwin, carried unanimously

RESOLVED: that Cllr. Roger Sales should be elected to the Finance Committee.

5.1 Confirmation of the Terms of Reference

It was proposed that the ToR should be amended to correspond with the current structure of the Council.

Cllr. Gardiner proposed that the inclusion of the Chairman of the Council should be amended to the inclusion of the Vice Chairman of the Council, seconded by Cllr. Baldwin carried unanimously.

RESOLVED: that Cllr. Christine Halliday, Vice Chairman of Council, should be elected to the Finance Committee.

Membership of the Finance Committee shall be Cllr. Brooker, Chairman of the Planning Committee; Cllr. Baldwin, Chairman of the Amenities and Highways committee; Cllr. Halliday, Vice Chairman of Council and Cllr. Roger Sales.

5.2 a. Representative for the local branch of the Council for the Preservation of Rural England (CPRE)

It was proposed from the chair that Cllr. Gardiner should be the representative for CPRE; carried unanimously.

RESOLVED: that Cllr. Barry Gardiner should be Council's representative for the local branch of CPRE

b. Representative for the Sevenoaks branch of the Kent Association of local Councils (KALC)

The Chairman proposed that Cllr. Baldwin should be the representative for KALC, carried unanimously.

RESOLVED: that Cllr. Jeff Baldwin will be the representative for the Sevenoaks branch of KALC

6. DISTRICT COUNCILLORS' REPORT – None available

7. CLERK'S REPORT

7.1 Policing – no reported crimes during June. There has been vandalism at the Pavilion and also damage to the

Bus shelter; a quote for repair is awaited; no one reported these crimes.

There are a group of boys in the village causing trouble (these are different from the previous group)

7.2 The Family Fun day will be on the Recreation Ground Thursday 13 August 10am – 2pm; free events and open to all.

7.3 Yellow Lines; everything has been approved and Council Cllr. Parry says he will honour his pledge to pay for the installation of the lines. He has been hindered by a demand from Kent Highways for a payment of **£1860** to process a traffic order for the work. Cllr. Parry feels this is extreme and he cannot justify this sum of money against the work. He is attempting to link it in with other work to justify the expense.

7.4 KALC has made another request to provide funding towards the economic benefits study for the introduction of the east facing slips on the M25. Council had previously declined to support this project. **Agenda item August meeting**

7.5 KALC Councillor training 24 July, Lenham. No one was able to attend.

7.6 Return of funding from Badgers Mount Residents Association. No update; both Chairman and Secretary are away. On holiday. – Clerk has written again requesting information.

- 7.7 Thames Water needs to carry out some urgent sewer work in the corner of the recreation ground by the netball court. Thames Water will make good any damage caused. The netball court has not been power washed or re-lined as the court might be effected by the work. Clerk will look into the ownership of the land
- 7.8 The Defibrillator has been out of commission due to a broken door. New replacement has been received.
- 7.9 Eviction of residents from Fort Road and Armstrong Close. A letter has been received from Mr Fallon - noted Councillors Parry and Grint will be apprised of the situation. It was noted that the tenants do not know who their landlord is and where Claylake PCC (the developer) is located; it is believed they are 'off shore'.

This topic was discussed fully in Parishioners' Question Time at the close of the business.

8. PLANNING COMMITTEE

8.1 Planning Applications

Received

SE/15/01844/HOUSE 3 PARKSIDE TN14 7HA

Dropped kerb and permeable hardstanding driveway – *to be discussed at the next meeting of the Committee*

Granted

SE/15/1083/HOUSE AVEBURY, CHURCH ROAD

Erection of two ground floor single storey rear extensions, existing patio doors removed and replaced with sliding/folding doors and conversion of existing garage into habitable accommodation.

SE/15/00638/ Stonehouse Farm, Stonehouse Lane

Demolition of two dwellings and agricultural buildings and erection of two replacement dwellings. - **Noted**

Refused

Nil

8.2 **CIL Application**

Council's application for CIL funding has been acknowledged. Further applications would be accepted.

8.3 Watercrofts Wood

Council had written to Mrs Westphal concerning the procedure used to ascertain the validity of the works undertaken at Watercrofts Wood. Copies of emails sent from Mrs Westphal were discussed. Cllr. Brooker had been awaiting a telephone call from Mrs Westphal prior to his holiday. It was felt that a meeting with officers of SDC Development control would be useful.

9 AMENITIES AND HIGHWAYS COMMITTEE

RESOLVED: The Minutes of the Amenities & Highways Committee meeting held on Wednesday 8 July 2015 were approved and Signed as a True Record

9.1 Allotments

It was proposed by the Committee that a meeting be held with the allotmenters. Council agreed this was a good idea. This will be arranged for August.

It was noted there are three vacant plots. This will be advised.

9.2 Public Rights of Way

The A&H Committee members plus the Clerk are to walk some of the footpaths near Halstead Place. KCC footways have been advised of the overgrown PROW next to the sub-station; an order has been placed.

A PROW sign has been removed in Fort Road formally located between houses 24-25 and SR11 is unpassable.

It was agreed that a letter would be written to Mr Adrian Stevens of the Village House asking him to cut back the trees/hedging which hangs over the footway in Church Road.

9.3 Youth Football Team

A junior team practice using the 5-a-side goals on Sundays and some evenings. This team plays in Bromley League. They wish to become a Halstead Team and encourage Halstead youth. They will then join the Kent League. They are insured; have a welfare officer. All CRB checked. They would like a pitch near the cricket nets on the edge of the

outfield which would be 30m x 40m. The games are 15 minutes each way, every other week. The organisers are: Andy Herbert who lives in Halstead and Matt Phillips, Jess Phillips and Scott who live in Green St. Green. They expect to pay a licence fee.

Council discussed this matter and were unanimously in favour of the team playing football on the ground. This will be an agenda item *August Parish Council Meeting*

10 TOWN PARISH CHARTER WITH SDC

This matter will be discussed at the August Parish Council Meeting.

It was agreed that all councillors will re-read this document and send their comments to the Clerk.

11 INFORMATION

Nil

**12 DATE OF NEXT MEETING OF THE PARISH COUNCIL
MONDAY 10 AUGUST IN THE PAVILION**

The meeting closed at 20.22