



Local Government for Langton Green, Speldhurst, Ashurst and Old Groombridge

**MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY, 7TH SEPTEMBER 2015 at 7.30pm
IN ASHURST VILLAGE HALL**

MEMBERS PRESENT: Cllrs Barrington-Johnson (Chairman), Mrs Horne, Mrs Lyle, Mrs Hull, Mrs Podbury, Mrs Soyke, Allen, Milner, Parker and Turner

IN ATTENDANCE: Borough Councillor Julian Stanyer

OFFICERS PRESENT: Mr C May – Clerk and Mrs M Flemington – Assistant Clerk

MEMBERS OF THE PUBLIC: There were three members of the public present.

15/186 TO ENQUIRE IF ANYONE PRESENT INTENDS TO FILM, PHOTOGRAPH AND/OR RECORD THE MEETING: No-one present intended to film, photograph and/or record the meeting.

15/187 APOLOGIES FOR ABSENCE: Cllrs Mrs Jeffreys and Woodward (prior engagement)

15/189 DISCLOSURE OF INTERESTS: There were none.

15/190 DECLARATIONS OF LOBBYING: Cllr Mrs Hull declared that she had been lobbied regarding highways issues.

15/191 MINUTES: It was **RESOLVED** that the Minutes of the Full Council Meeting held on **3rd August 2015** be approved as a correct record and signed by the Chairman.

15/192 CO-OPTION OF COUNCILLORS: Katrina Lyle left the room for the duration of the discussion and decision. It was **RESOLVED** to appoint Katrina Lyle as a Councillor and to appoint her to the Finance, Planning and Highways Committees. She signed the declaration of acceptance of office.

The second candidate unfortunately decided that due to a personal issue she could not take up her position as Councillor. On the recommendation of the interview panel It was **RESOLVED** to approach the third candidate to see if he would join the Council, which would now take place at the October meeting.

15/193 BOROUGH AND COUNTY COUNCILLORS REPORTS: There was nothing to report.

15/194 PUBLIC OPEN SESSION: Mark Huntley was present representing A Breath of Fresh Air in connection with their request to use LGRG for supervised children's after school activities – Agenda item 13.c) – Minute item 15/199c). It was **RESOLVED** to bring this item forward on the agenda for discussion and decision.

Mr Huntley provided details of their request to use LGRG in conjunction with their use of LGVH for children's after school care and activities on Tuesday to Friday afternoons during term time. A Breath of Fresh Air is an After

School Club and is the second one to be started following a successful year at Bidborough. It was explained that the Parish Council was considering the installation of CCTV to cover the rear car park area and part of the Recreation Ground and asked if this was a problem. Mr Huntley did not think it was and could be looked upon as a benefit depending upon who had access to the film. Councillors asked several questions and indeed the concept of an after school club was generally welcomed. After discussion it was **RESOLVED** to allow Breath of Fresh Air to use LGRG subject to clarification of the insurance position and them being willing to make ad hoc contributions towards maintenance.

15/195 FINANCE COMMITTEE – Report by Cllr Mrs Soyke

- a) There had been no Committee meeting since the last Full Council. The next Committee meeting is on 28th September.
- b) There had been three budget virements since the last meeting; two transfers from contingency to s137 for payments of grants awarded - £4,500 to Speldhurst C of E School and £1,000 to Speldhurst website. A further budget virement was made from contingency for £865 for the purchase of the fire-proof cabinet.
- c) There had been three interim payments since the last meeting; £89.95 for a two year extension for computer protection, £54.00 for postage and £0.50 bank.
- d) The two payments for computer protection and postage had been authorised under delegated authority;
- e) It was **RESOLVED** to grant £2,000 to the PCC of St Mary's Church, Speldhurst towards the maintenance of the Church clock
- f) It was **RESOLVED** not to offer a grant to Tunbridge Wells Army Cadet Force towards IT and clothing equipment.
- g) It was **RESOLVED** to grant £250 to Victim Support.
- h) The Clerk reported that the external auditors, PKF Littlejohn LLP, consider the monies held with CCLA should be treated as an investment and not a cash balance. It was **RESOLVED** to delegate the decision on whether to leave these monies with CCLA or move them to another account to the Finance Committee.
- i) Cllr Mrs Soyke advised that the Finance Committee will be considering the 2016-17 budgets at the meeting on 28th September and that all committees should be considering their requirements and make recommendations to the Finance Committee.

15/196 ACCOUNTS FOR PAYMENT – Invoices verified by Cllr Turner

<u>Payee Name</u>	<u>Cheque/Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
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Notification of additional payments in August

Payment made by ALTO pre-paid card

Unity Trust Bank	AO69	0.50	Top up charge
Post Office	AO70	54.00	*Stamps
Avangate BD	AO71	89.95	*Computer security

To authorise the payment of invoices as listed

BT PLC	DD	33.00	Mobile
Speldhurst CoE Primary School	175	4,500.00	Grant
Commercial Services Trading Ltd	MT617	540.00	LGRG herbicide and fertiliser
Tate Fencing Ltd	MT618	12.41	Maintenance supplies
RBS Software Solutions	MT619	133.20	Alpha software maintenance
Premiere Digital	MT620	565.00	Newsletter
Craigdene Ltd	MT621	168.00	Annual playground inspection
Langton Green Charitable Trust	MT622	60.00	Meeting room hire
M R Lawrence	MT623	520.00	Mowing strimming hedge cutting

Sygnnet Interactive Ltd	MT624	300.00	Speldhurst village website
Safelincs Ltd	MT625	1,038.00	Fireproof cabinet
Miss K Lawrence	MT626	15.00	Cleaner
Mr L Cooper	MT627	404.00	Groundsman's duties
Mr L Cooper	MT628	54.00	Hedge cutting Speldhurst
Mr L Cooper	MT629	43.00	Hedge cutter maintenance
C May	MT630	1,467.20	Salary
M Flemington	MT631	700.48	Salary
M Flemington	MT632	9.00	Expenses
HMRC	MT633	767.74	Tax & NI
Prestige Web Marketing	MT634	60.00	Website
RIP Cleaning Services	MT635	172.80	Canine refuse collection
BT PLC	DD	290.56	Broadband and Phone charges
Tunbridge Wells Borough Council	DD	56.00	Non-domestic rates

Total payments **£11,909.39**

*Payment made under the Clerk's delegated authority

It was **RESOLVED** to pay the invoices listed above, sign the cheques and authorise the BACS in Unity Trust Bank

15/197 HIGHWAYS: There had been no Committee meeting since the last Full Council. The Clerk reported that Cllr Jukes had not yet replied positively regarding his suggestion that he might be able to push the 20mph limit forward with Borough Councillor endorsement. The Clerk advised that Mr & Mrs Fielding's issues in Broom Lane would be discussed at the next meeting which is on 10th September. Cllr Mrs Hull reported that a bus had hit the Church wall in Speldhurst.

15/198 VACANCY FOR ASSISTANT CLERK: It was **RESOLVED** to advertise the position locally first in magazines, the website, notice boards and then consider whether to advertise more widely at the next Full Council meeting. It was **RESOLVED** to delegate content of the advert and the interview process to the Governance Committee.

15/199 LANGTON GREEN RECREATION GROUND (LGRG):

- The Clerk reported that planning permission has been granted for the revised pavilion application. The anticipated start date is early November. There are potential issues with storage of cricket club equipment which will have to be considered at the Amenities meeting on 21st September.
- The Clerk reported that the footpath was opened during 7th September and there is still some landscaping to complete. KCC was asking for a handover to be signed.
- Request from Breath of Fresh Air to use LGRG – see public open session above.

15/200 LANGTON GREEN VILLAGE HALL TRUST: It was **RESOLVED** to appoint Mrs Marianne Buckley as the Parish Council's representative on the Charitable Trust for a further year.

15/201 TRANSFER OF LAND FROM TWBC: The Clerk reported that the £1,000 agreed for works at the pond in The Boundary is being held by TWBC and will be claimed against work as it is carried out. The transfer of the land at Ashurst is still progressing.

15/202 AIR TRAFFIC: It was **RESOLVED** to sign and send the letter recommended by the Committee in response to the Kent Environment Strategy for the attention of Paul Carter.

15/203 PUBLIC OPEN MEETING: Monday 12th October at 7.30 for 8pm in Speldhurst Village Hall. It was agreed that there would be a general introduction on matters and the items for discussion will include Defibrillators,

Highways including 20mph outside schools, Crime prevention including CCTV and Air Traffic and this will be advertised on the boards.

15/204 CHAIRMAN'S REPORT: Cllr Barrington –Johnson reported on the KALC Area Committee meeting held on 26th August and Cllr Milner reported on the Parish Chairmen's meeting held on 1st September which he had attended on behalf of the Chairman. They both reported on the recent issues of Travellers.

15/205 COMMITTEE REPORTS:

- a) **Governance** – no meeting had been held since the last Full Council. The next meeting is on 15th September.
- b) **Planning** – a meeting was held on 10th August and the minutes have been circulated. The next meeting is on 14th September. The committee would like to see what materials will be used in the new pavilion. The Clerk will request the information.
- c) **Amenities** – no meeting had been held since the last Full Council. The next meeting is on 21st September. Cllr Mrs Hull reported that she and Cllr Parker had shown the Kent Men of the Trees judge round Langton Green in August.
- d) **Air Traffic** – a meeting was held on 26th August and the minutes have been circulated.
- e) **Footpaths** – Cllr Milner reported that the Groundsman has cut back the hedge on Speldhurst Road at LGRG and that Pocket Park is being maintained.
- f) **Kent Association of Local Councils (KALC)** – see Chairman's report.
- g) **Parish Plan Working Group** –a working group meeting was held on 11th August and the minutes have been circulated. The next meeting is on 9th September.
- h) **Environment Working Group** – Cllr Mrs Hull reported that meetings will only be held when there is a specific item to discuss as the majority of environment issues are covered by other committees or projects.

15/206 OTHER MATTERS ARISING FROM THE MINUTES OF 3RD AUGUST 2015: There were none.

15/207 CORRESPONDENCE RECEIVED:

1. CPRE Countryside Voice Magazine Summer 2015
2. CPRE Field Work Magazine Summer 2015
3. Letter dated 30th July from Unity Trust Bank confirming that Cllr Barrington-Johnson is registered as signatory on the account
4. Email dated 5th August from the Rude Mechanical Theatre Company advising that they are having to cancel their performance at LGVH on 29th November 2015
5. Email dated 6th August from the Morrisons 38 Roopers saying thank you for how nice Pocket Park is looking
6. Letter dated 10th August from St Mary's Church, Speldhurst thanking SPC for the £800 churchyard maintenance grant
7. Email dated 12th August from TWBC confirming that the three month time limit in respect of complaints against Councillors has now been removed
8. Letter dated 13th August from Direct Line suggesting that a road traffic accident in Barden Road might have been caused by overgrown hedges – we have responded to say that hedges are not the Parish Council's responsibility
9. Information from First Rescue regarding Community Public Access Defibrillator awareness sessions

15/208 DIARY DATES:

Monday 7th September – Full Council meeting – Ashurst Village Hall

Monday 7th September – LGPS – Term starts

Wednesday 9th September – Police Contact Point – St Mary's Lane, Speldhurst – **12-1pm**

Wednesday 9th September – Parish Plan Working Group meeting – Ellis Room, LGVH

Thursday 10th September – Highways meeting – office

Monday 14th September – Planning meeting – office

Tuesday 15th September – Governance meeting – office – **10am**

Monday 21st September – Amenities meeting - office

Wednesday 23rd September – Police Contact Point – St Mary’s Lane, Speldhurst – **12 - 1pm**

Monday 28th September – Finance meeting - office

Monday 5th October – Full Council meeting – Ellis Room, Langton Green Village Hall

15/209 ITEMS FOR INFORMATION:

Cllr Mrs Horne asked about CCTV installation and it was explained that the Amenities Committee would only be considering installation at the LGRG.

Cllr Allen said he had attended the GON “Flight Path Gathering” meeting on Sunday 16th August as did Cllrs Mrs Soyke, Hull and Podbury.

Cllr Mrs Soyke reported that the ISS in Ashurst was working intermittently again. The Clerk would report this.

There being nothing further to discuss the meeting closed at 9.25pm

Chairman