



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

**MINUTES OF A FULL COUNCIL MEETING  
HELD ON MONDAY, 6<sup>th</sup> SEPTEMBER 2010 at 7.30pm  
IN THE COMMITTEE ROOM, LANGTON GREEN VILLAGE HALL**

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**MEMBERS PRESENT:** Cllrs. Mrs Jeffreys (Chairman), Mrs Paulson-Ellis, Mrs Podbury, Mrs Hull, Mrs Waters, Brown, Ellis, Langridge, Milner, Parker and Pendleton

**OFFICERS PRESENT:** Chris May, Clerk; Mrs M Flemington, Assistant Clerk

County Councillor John Davies (left the meeting at 9.25pm)  
Borough Councillor David Jukes (left the meeting at 9.25pm)  
Borough Councillor Julian Stanyer (left the meeting at 9.25pm)

**APOLOGIES FOR ABSENCE:** Cllr Mrs Soyke (prior engagement) and Cllr Wheeler (family commitment)

**10/121 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST:**

**Personal & Prejudicial** – The clerk - approval of his overtime (10/125i)

**10/122 DECLARATIONS OF LOBBYING:** No declarations were received

**10/123 MINUTES:** The Minutes of the Full Council Meeting held on **2<sup>nd</sup> August 2010**, having previously been forwarded to Members, were approved and signed. The Minutes of the Annual Parish Meeting held on **12<sup>th</sup> April 2010**, having previously been forwarded to Members were approved and signed.

**10/124 PUBLIC OPEN SESSION** – No members of the public wished to speak

**10/125 FINANCE COMMITTEE – Report by Cllr Parker**

- i) The Clerk left the room. It was **RESOLVED** that the Clerk's overtime was approved. The Clerk rejoined the meeting.
- ii) The Clerk and Assistant Clerk reported that the new RBS Alpha Bookkeeping system has been successfully installed and will be run concurrently with the old system for the next few months.
- iii) He reported that the Committee had decided by email that both the Clerk and Assistant Clerk should attend the KALC Finance training day on 25<sup>th</sup> September at a cost of £60.00 plus VAT each.

**10/126 ACCOUNTS FOR PAYMENT – August 2010** – Invoices verified by Cllr Mrs Podbury

<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
Treework	903	£211.50	Remove split willow stem LGRG
RIP Cleaning	904	£132.19	Dog Bins August

Services			
Viking Direct	905	£102.59	Stationery
Joy Podbury	906	£32.99	Expenses
Rymans	907	£11.48	Stationery
Tate Fencing Ltd	908	£280.21	Groombridge Bollards
RBS Software Solutions	909	£831.66	Installation costs
C Worcester	910	£174.00	LGRG Pavilion Maintenance
Greenbarnes Ltd	911	£1,230.71	Groombridge Notice Board
M R Lawrence	912	£80.00	LGRG Rubbish
M R Lawrence	913	£90.00	Speldhurst - Roopers
M R Lawrence	914	£100.00	Speldhurst - hedges
RIP Cleaning Services	915	£105.75	Dog Bins July
BT PLC	916	£30.80	Mobile
HMRC	917	£552.78	Tax & NI
M Flemington	918	£386.50	Salary
M Flemington	919	£49.26	Expenses
C May	920	£1,101.39	Salary
C May	921	£162.80	Expenses
<b>Total Payments</b>		<b>£5,666.61</b>	

#### 10/127 HIGHWAYS REPORT

- i) KHS have requested more details relating to drainage, kerbs and the fire hydrant for the land outside the Old Watson Hall. Jacobs have indicated that a professional drawing could cost up to £3,000.00. The Clerk was recommended to contact Peter Brett Associates for a quotation.
- ii) Speldhurst double yellow lines – The clerk was awaiting an update from KHS. County Councillor John Davies had agreed to fund the ISS in Groombridge and both ISSs should be installed this year.
- iii) The Clerk has received a letter from Nick Chard, Cabinet member KCC stating that the County wide speed-limit survey has been discontinued because of the reduction in the Government funding programme. The Clerks are to set up a meeting with KHS to address all outstanding issues and an agenda will be prepared in advance.

#### 10/008 PARISH COUNCIL WEBSITE –

- i) The website designer is still working on the timed removal of agendas and other recommendations made by Cllr Langridge and the clerk. The aim is for a revised trial within the next week and to go 'live' as quickly as possible. Cllr Pendleton requested that Councillors reply to him as soon as possible with any comments once the trial site is available.
- ii) A decision on maintenance of the site will be taken once it is 'live'.

**2249 PARISH COUNCIL OFFICE** – The Parish Office document had been circulated to Councillors in advance of the meeting. It was **AGREED** to amend the wording under New Build Costs on page 2 to 'approximately the equivalent of 10 years' rental of the shop described under 'Rental' above'. Fees for items such as Building Regulations are starting to come in. There is money in the budget that can be used for such items.

**10/128 MINUTES – A DECISION ON HAND WRITTEN NOTES** – It was unanimously **AGREED** that once the Minutes have been signed by the Council or Committee Chairman these would be the formal record of the meeting and the clerk's handwritten notes can be destroyed. This will be added to the Standing Orders and the committee terms of reference when they are renewed.

**10/129 SPELDHURST PARISH COUNCIL – CONSIDERATION OF NAME CHANGE** – Cllr Mrs Podbury suggested the Council consider the change of name to Speldhurst Local Council. A discussion took place and it was **AGREED** to retain the name Speldhurst Parish Council.

**10/114 OPEN MEETING OCTOBER** – Cllr Langridge has prepared a ‘flyer’ to be put in the village magazines. It was **AGREED** to delete Agenda items from this. Cllr Milner suggested that the Parish Council should make it clear that they reserve the right not to implement all suggestions from members of the public. Cllr Brown suggested that at the meeting the details of all the various Committees should be outlined.

**10/130 CHAIRMAN’S REPORT** – Cllr Mrs Jeffreys had nothing to report.

#### **10/131 COMMITTEE REPORTS**

- i) Governance Committee – Cllr Mrs Jeffreys reported that a meeting will be held later in September. Cllr Mrs Hull asked if the committee would look in to designing a template for future surveys in the Parish, given that two out of three recent surveys that have been conducted over the last three years had experienced problems after they were passed onto other organisations.
- ii) Planning – Cllr Mrs Podbury reported that, should the application at Bradleys be approved, the S.106 monies are to be used for refurbishment of the Mill and not for play equipment.
- iii) Parish Vision – Cllr Mrs Podbury had circulated notes of meetings held during August. The Parish Vision results leaflet was circulated to Councillors in A5 format and Cllr Langridge showed a copy in A4 format. It was **AGREED** that it would be printed in A4 and confirmed that the cost of this had already been budgeted for. It will be hand-delivered by volunteers. It was **RESOLVED** by 7 to 4 that the Councillors photograph should be replaced with a photograph of the Parish Vision Committee. It was **AGREED** that the statement of a rate of return of questionnaires of over 60% should be amended to 62%. Cllr Mrs Jeffreys has written further to ACRK regarding the compensation but has not had a reply yet. The Governance Committee will consider how data should be managed for future surveys.
- iv) Recreation Ground – Cllr Ellis reported that the committee had decided the rent was not negotiable any further with the Football Club. The Clerk has written to the Club but not received a reply yet. The new rental has been agreed with the Cricket Club and they have paid. Rent of £100.00 for this year has been agreed with the Stoolball Club. The damaged Willow has been dealt with by Treework. Dan Docker TWBC Tree Officer has recommended the Robinia be lopped and the dead wood removed from the ash in the car park for safety. Further work required on trees at LGRG is required but not budgeted for. Treework have indicated £1,200.00 and it was **AGREED** that this work should be done and the cost come out of the contingency account. A tree survey and plan is to be considered next year. There has been a good response to the advert for the Groundsman. Priority will be given to those who will work as a contractor and have their own insurance. Advice will be taken whether CRB checks are required. Cllrs Mrs Jeffreys and Brown will attend the interviews. The Playground Inspection recently carried out has indicated that items may need repair/replacement next year – money is to be placed in a fund on an annual basis.
- v) Footpaths – Cllr Milner circulated his report. Cllr Mrs Hull raised the matter of the barbed wire beside the footpath in Shadwell wood, Speldhurst being dangerous. Cllr Mrs Paulson-Ellis raised the matter of the Bridleway at the end of Barrow Lane, Langton Green being very overgrown. Cllr Milner said that work had already started on WT111 and he would look in to the problem of the barbed wire.
- vi) KALC – Cllr Brown reported that there is a meeting on 9<sup>th</sup> September.
- vii) Local Needs Housing – Cllr Wheeler had nothing to report.
- viii) Environment – Cllr Brown reported that the first meeting is on 8<sup>th</sup> September.

#### **10/133 OTHER MATTERS ARISING FROM THE MINUTES OF 2<sup>nd</sup> August 2010**

The clerk confirmed that the new Groombridge Notice Board has been installed.

Cllr Brown is to ask at the next KALC meeting what the representation is at the committee which proposed the speed limit reduction.

A response has been made to TWBC LDF consultation document.

It was **AGREED** not to contact the Woodland Trust further about their survey for the A21 widening.

Borough Councillor David Jukes agreed to speak at next year’s AGM.

The Clerk has written to KCC about the Grammar School catchment areas.

There is not an additional reception class at Langton Green Primary School this term.

#### **10/134 CORRESPONDENCE RECEIVED**

- i) Fieldwork August edition from CPRE (given to Cllr Mrs Hull)
- ii) Countryside Voice summer magazine from CPRE (given to Cllr Mrs Hull)
- iii) ‘No Need for Nuclear’
- iv) Sevenoaks District Council – LDF core strategy amendments due to revocation of the South East Plan
- v) Letter from NHS West Kent and TWBC Healthier communities Team regarding their Choose Health Programmes
- vi) Letter from ACRK advertising their Annual Meeting on Wed 15<sup>th</sup> September at Lenham

- vii) Letter from Kent Police Authority regarding 'Police Reform' consultation on Thurs 9<sup>th</sup> September at Maidstone
- viii) Two letters from companies enquiring about submitting a quote for building the Village Hall extension (both passed to Trevor Palmer)
- ix) Email from Mrs Cooke regarding the speed of traffic on Barden Road – the Clerk has replied
- x) KHS letter dated 2<sup>nd</sup> September – Notification of intention to fell large oak tree on Groombridge Hill. The Clerk has referred this to Dan Docker TWBC.
- xi) Email from Pat Carter enquiring whether the Parish Council has a view on the Borough Council's possible sale or conversion of the Town Hall site and would it give support to residents' concerns. Considerable discussion ensued and it was **AGREED** that an open letter will be written to the Leader of the Council which will also be published on the Parish Council's website. The letter will address the lack of information to date, that information in the future should be pro-active rather than re-active and will quote Councillors' responsibilities from the Charter.
- xii) Kent Voice – autumn magazine (given to Cllr Mrs Hull)
- xiii) Letter from NHS Maidstone and Tunbridge Wells dated 1<sup>st</sup> September enclosing pamphlets publicising changes in hospital services provided by the Maidstone and TW NHS Trust. The pamphlet will be put on the website and notice-boards and more copies will be requested to be available at the Open Meeting in October.

#### 10/135 DIARY DATES

- i) Wednesday 8<sup>th</sup> Sept – First Environment committee meeting
- ii) Thursday 9<sup>th</sup> Sept – Clerk lunch with local Kent clerks
- iii) Thursday 9<sup>th</sup> Sept - KALC meeting
- iv) Thursday 9<sup>th</sup> Sept – Planning meeting 7.30pm Speldhurst VH
- v) Saturday 25<sup>th</sup> Sept – KALC Finance Day at Lenham
- vi) Monday 27<sup>th</sup> Sept – Planning training at TWBC 2-5pm
- vii) **Monday 4<sup>th</sup> October – Full Council meeting Speldhurst Village Hall**

**10/136 ITEMS FOR INFORMATION** – The email briefing received on 6<sup>th</sup> September from William Benson TWBC Chief Executive on the Town Centres Area Action Plan and associated issues was discussed. Both Borough Councillors spoke about the issues.

Cllr Mrs Jeffreys reported that she intends to use part of the Chairman's Allowance for Remembrance Poppy Wreaths for all 4 Churches in the Parish.

Cllr Brown reported that he will circulate the West Kent Neighbourhood Watch Newsletter and details regarding the new PCSO.

Cllr Pendleton requested that he be kept informed regarding the proposed tree work on Groombridge Hill.

Cllr Mrs Podbury reported that she has been advised by Nick Critchlow of the following items: damage at Speldhurst play area – reported to Denis Gibbs, white lines need repainting Barden Road/Furzefield Avenue, problems with speeding in Barden Road, broken BT cover on Speldhurst Hill, hedge opposite Went Farm is still overgrown and covering the 30mph sign.

Cllr Mrs Waters reported that the new head teacher Mrs Hayward has started at Speldhurst Primary School.

Cllr Langridge reported that Langton Green Church has asked if the Parish Council would help with clearing round the War Memorial. **The clerk would discuss the matter with Martyn Lawrence.**

Cllr Ellis reported that the hedge between Third Street and Birchetts Avenue, Langton Green is overgrown. **The clerk will investigate.**

Cllr Milner advised that the Ferbies Twitten was also overgrown. **The clerk will investigate.**

There being nothing further to discuss the meeting closed at 9.35pm

CHAIRMAN