

**MINUTES OF THE FULL ANNUAL COUNCIL MEETING
HELD ON MONDAY 8th July 2013 at 7.30pm
IN THE UNITED REFORMED CHURCH MANOR ROAD**

Present

Councillors: C.Elwood (Vice Chairman as Chair), M.Lawrence, Mrs C.Codd, Mrs M. Simmons, Mrs J Geer, B Edwards and J Clark.

Parish Clerk: Mrs S. Denne.

Also present: Cllr Davies, Cllr Webb and Cllr Wauchope and Public.

1. **Apologies for absence** – Cllr Blackburn and Cllr Benoy
2. **Declaration of Interests** – None
3. **Declarations of Lobbying** -None
4. Minutes of the meeting held on the 10th June 2013 were agreed, with a slight amendment.
5. **Session for Borough Councillors** – *Cllr Davies* thanked the residents of Rusthall for voting him back as their County Councillor. He then reported that he had made enquiries into having a pedestrian refuge in the middle of the A264, near St Paul's Church in order that people could cross to and from the Church safely, however, he had his doubts that this would happen. Meetings were ongoing with regards the potential switching off of street lights, the A264 being the main concern for Rusthall. At last the interactive speed sign had been erected, but people had reported that it was too sensitive. There had also been complaints on it shining into people's houses and the size of it. *Cllr Webb* thanked Cllr Davis for the installation of the interactive sign. He then went on to inform the meeting of The Commons Conservators involvement with an educational project, to teach children to appreciate the Common. The Commons Conservators were also looking into how best to maintain donated benches on the Common. The options that they were looking at were either to have a time limit on the life of a bench or for the donor to also donate money towards the upkeep of the bench. Cllr Webb confirmed that permission had been given for the annual Rusthall bonfire, 26th October 2013. The Rusthall Cricket Club had been refused permission for a permanent sign. Cllr Webb informed the meeting that he was to donate his £200 grant to the cricket club and that Cllr Wauchope was considering donating part of his grant. Cllr Webb is still helping people relocated from Cranwell Road flats with regards their relocation grant. The Parish Council suggested that they put a link on the website. Cllr Webb to supply clerk with the information.
6. **Planning Committee** – The report from the Chairman of the Planning Committee (Councillor Edwards) set out the Parish Council's statutory responses to two applications which had been received since the last meeting.
The Planning Committee then recommended approval by Officer delegated powers for **13/01378** (32 Longmeads Rusthall). With regards to application **13/01444** (Molyneux Almshouses) Cllr Edwards declared a personal interest in this application as he is a trustee of the Almshouses and could not, therefore, vote on this item. After due deliberation and, taking into account comments by objectors, the recommendation was to refuse under officer's delegated powers with the comment - we have a unanimous verdict to retain the archway. We request that the architect finds an alternative pathway and gate for pedestrian access to one side of the existing archway. We fully approve all other proposals of the application."

7. **Allotment Committee** – The report from the Vice Chairman of the Allotment Committee (Councillor Lawrence) set out the points covered in the allotment meeting of the 17th June 2013. Cllr Benoy was elected as chair and Councillor as vice chair. There were members of the public present.
1. The councillors voted to hold a committee meeting every 3 months, 3rd Tuesday in September, December, March and June.
 2. The councillors to carry out site inspections of all three sites in April and October
 3. Boundary fences in Southwood Road and Wickham Gardens to be investigated
 4. Where to put scrap metal and arrangements for collection, to be decided
 5. To ask contractor to cut all vacant plots
 6. Clerk to obtain quotes for Wickham gardens notice board and notices relating to only allotments to go on boards, with clerks permission
 7. Councillors agreed to discount RCYP allotments plots, keeping the fee the same as last year. £39.50
 8. Expenditure on the allotments has so far been £747
 9. One of the allotment holders is trying to organise a BBQ on the Southwood Road site, for all plot holders, sometime in August.
 10. There are still four tenants owing on their plots, hopefully to be resolved this week.
 11. When we took over the allotments there were 15 plots available, now there are only 9.
8. **Speaker** - Christopher Woodley Chairman of the KALC Area Committee gave an informative talk on how KALC support Parish Councils. KALC try to promote good practice as how to work with all councils. He informed the meeting that he had spent a couple of hours walking around the village and had also read background information on Rusthall Parish Council. He was very impressed in what he saw and on how the Parish Council was developing and wished it well in its future endeavours. He then went on to answer various questions from the meeting, KALC's interaction with Borough Councillors, Localism, KALC run course and the increase in paperwork due to the new legislations.
9. **Grant Application** – i. Bonfire and Fete Committee Christmas Lights and Tree – The form for this had not been submitted to the Parish Council so was deferred until the September application form meeting.
 ii. RVA for photo competition- Alex Britcher spoke about the competition and how it would also be used as a pictorial historical document of Rusthall. Rusthall Village Association was requesting a grant of £90 from the Parish Council to go towards the community based project. Cllr Codd proposed that the Parish Council grant the £90 requested and Cllr Edwards seconded it. Agreed
11. **Donation towards Village Newsletter** – Cllr Elwood requested that the Parish Council consider donating £400 (£100 per issue) towards the production of the Village Newsletter. Cllr Edwards proposed this and Cllr Clarke seconded the motion. Agreed.
12. **Bus Shelter in Parsonage Road** – Cllr Elwood informed the Parish Council that there was a scheme available offering financial help to councils who wish to purchase a bus shelter. Cllr Davis informed the Parish Council that he may be in a position to grant £500 towards a shelter, he would liaise with the community officer. Clerk to make enquiries.

13. Open Session - Alex Britcher thanked the Parish Council, on behalf of the Rusthall Village Association, for their donation towards the photography competition. A member of the public requested that the Parish Council look at alternative accommodation before making a final decision on the fire station. An email had been sent to the clerk and councillors with regards this. The clerk informed the gentleman that she would be responding shortly. Another member of the public aired her disappointment in not receiving answers to an email sent on the 16th June 2013, to the chair. The clerk requested that she send on the email to her for action. The clerk informed the lady that all correspondence should be sent to the clerk, not to an individual councillor.

- 14. Clerk's Report** – i. The setup of the new bank account with Unity Bank is nearly complete.
 ii. The Change of Use application for the fire station should be completed soon.
 iii. There are still 5 outstanding rental fees for the allotments.
 iv. The VAT rebate, of £1615.22, for 2012/2013 has been received.

15. Cheques/Payments

	ACCOUNTS FOR PAYMENT	JULY 2013	
<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
URC	100161	10.00	Hire of Hall
Internal Audit	100162	328.50	Audit
HMRC	100163	71.11	NI and Tax
S. Denne	100164	820.91	June Salary
S. Denne	100165	150.00	Work from Home
URC	100166	30.00	Hire of Hall
Viking	100167	44.98	Stationery
Grass Cutting	100168	57.60	Grass Cut
Grass Cutting	100169	57.60	Grass Cut
Orange	DD	27.71	Mobile
Total Payments		1598.41	

16. Consideration of any urgent business

- Cllr Elwood informed the parish Council that there is a scheme to supply computers to people on low incomes. Information to go on website.
- A speed watch was carried out by some of the councillors along Longmeads. The councillors received positive responses from both residents and drivers.
- Cllr Simmons informed the meeting that the Tunbridge Wells sorting office was to be closed and the nearest one would be Tonbridge.

The Meeting ended at 8.40pm