

# **HORSMONDEN PARISH COUNCIL - AGENDA**

## **A PARISH COUNCIL MEETING WILL BE HELD IN THE VILLAGE HALL**

### **ON MONDAY 2ND DECEMBER 2019 AT 7.30PM**

Please note that although members of the Public and press may not orally report or comment about a meeting as it takes place, they may a) film, photograph or make an audio recording of a meeting; b) use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or c) report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

All members of the council are respectfully requested to ensure that they are familiar with the details of each item listed on the agenda, prior to the meeting, by reading the relevant papers and emails or following the links provided.

**Declarations of Interest (in accordance with the Members' Code of Conduct):** If a Member has a prejudicial interest, this should be declared at the start of the meeting. Personal interests may be declared at this point or alternatively can be declared at the time when the specific item is being discussed, if a Member wishes to speak on an item in which s/he has a personal interest. Members in doubt about such a declaration are advised to contact the Monitoring Officer before the date of the meeting.

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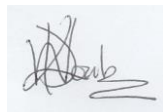
1. **APOLOGIES FOR ABSENCE**
2. **CO-OPTION OF A NEW PARISH COUNCILLOR**
3. **PUBLIC SESSION (no decisions):** Members of the public have the right to speak for up to three minutes at the Chairpersons discretion on issues concerning the Parish providing the Clerk has prior notification.
4. **MINUTES OF PREVIOUS MEETING**  
Agree the minutes of the Parish Council Meeting 4th November 2019, Planning Committee Meeting 19<sup>th</sup> November 2019 and Finance Committee Meeting 19<sup>th</sup> September 2019.
5. **MATTERS ARISING** (the Council looks at matters ongoing from the last meeting - no decisions)
6. **PARISH COUNCIL FINANCE/QUOTATIONS**
  - 6.1 Agree Parish Council accounts and invoices for November- See **Appendix 1**
  - 6.2 Chair to reconcile accounts with bank statement for period up to and including 30<sup>th</sup> November 2019
  - 6.3 Agree to pay annual fee to Information Commissioners Office for GDPR /Data Protection fee renewal on 1<sup>st</sup> January 2020
  - 6.4 Quotes for New Parish Footpaths map on Village Green (and potential pocket maps) - Legacy
  - 6.5 Community Garden scheme- request for further grant
  - 6.6 Additional power supply around the Village Green
  - 6.7 Request from Tunbridge Wells Citizens Advice Bureau
  - 6.8 Request from Paddock Wood Community Advice Centre
  - 6.9 Village Hall: 1) repairs to storeroom roof at rear of building 2) security light on left hand side near emergency exit 3) changes to old kitchen 4) hand rails for stairs either side of stage 5) refit of internal kitchen door 6) boarding down of loft area and associated works. 7) Revised quotes for Village Hall doors
  - 6.10 Parish Office: Retrospective agreement to emergency repair to window. Arrangements for rubbish collection of parish office rubbish and recycling.
  - 6.11 Retrospective agreement to emergency repair to gents tap in public toilets.
  - 6.12 Fresh quote for PC Noticeboard on VG (to include Hop Pickers Line Heritage Board)
  - 6.13 Retrospective agreement to post-installation check of play area. Consider three monthly check for play area
  - 6.14 Quote from Rialtas Business Solutions for Accountancy Training for Clerk.
7. **HIGHWAYS AND GROUNDS MAINTENANCE**
  - 7.1 Highways issues – footpaths, trees, roads, signs, verges and markings
  - 7.2 Street lighting – updated quote for replacement street light 21 on Maidstone Road. UKPN quote for electricity connection to replacement street light.

## 8. ADMINISTRATION

- 8.1 Traffic Solutions and HIPS (updates and feedback)
- 8.2 Neighbourhood Planning. Updates, feedback, housing needs survey and grants.
- 8.4 HoVEC Christmas event 6<sup>th</sup> December
- 8.5 Request to plant a tree in memory of Ewen Kellas
- 8.6 Discuss parish plans for Operation London Bridge - action plan for the death of a senior person of state.

## 9. OTHER CONSULTATIONS

- 9.1. Consultation on the Proposed Modifications to the Early Partial Review of the Kent Minerals and Waste Local Plan 2013-30 at <http://consult.kent.gov.uk/portal/> To 14<sup>th</sup> January 2020



**Lucy Noakes**

Clerk to Horsmonden Parish Council, 01892 724989

25.11.2019

Date: 25/11/2019

### Horsmonden Parish Council

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Time: 13:54

### Current Bank A/c

### List of Payments made between 04/11/2019 and 02/12/2019

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/11/2019	PSR Lighting & Signs Ltd	BACS	89.00		October Maintenance
04/11/2019	Capel Groundcare	BACS	240.50		October SIDS
04/11/2019	Lindsay Frost	BACS	1,625.10		NH plan consultancy
10/11/2019	EDF Energy	DD	52.00		November energy Bill Toilets
16/11/2019	Castle Water	DD	14.83		November Water toilets
25/11/2019	Mrs L Noakes	BACS	1,150.71		November Salary
25/11/2019	Ms J Stanton	BACS	683.67		November Salary
25/11/2019	Arron Services Ltd	BACS	93.60		Data erasure services
25/11/2019	PSR Lighting & Signs Ltd	BACS	520.61		Supply and install new column
25/11/2019	Mr J Boot	BACS	104.00		New window V H deposit
25/11/2019	B&CE Holdings	DD	55.54		Staff Pension November
25/11/2019	Heath Stores	BACS	16.09		NH Plan refreshments
25/11/2019	Mrs L Noakes	BACS	33.96		Refund for padlocks and chain
25/11/2019	Mid Kent Windows Ltd	BACS	104.00		window VH
25/11/2019	Mr J Couchman	300018	103.85		Clock and Play area inspection
25/11/2019	HMRC	BACS	203.89		Tax and NI November
25/11/2019	Society Of Local Council Clerk	BACS	36.00		Digital Training
25/11/2019	Society Of Local Council Clerk	BACS	36.00		Digital Training
25/11/2019	Grovehurst Plumbing and Heatin	BACS	60.00		Unblock and flush gents urinal
25/11/2019	Horsmonden Village Hall	BACS	900.00		Annual Office rent
25/11/2019	Specialist Hygiene Services Lt	BACS	281.47		October Cleaning of toilets
25/11/2019	Specialist Hygiene Services Lt	BACS	281.47		November Cleaning toilets
25/11/2019	Mr J Boot	BACS	465.90		NH planning consultancy
25/11/2019	Steelway Fensecure Ltd	BACS	2,775.69		New Gates Play area
25/11/2019	Abacus Playgrounds	BACS	2,190.00		Repairs to soft surfacing
25/11/2019	We Hang Christmas Lights UK Lt	BACS	4,110.00		Christmas lights
25/11/2019	RK Hart Dyke	BACS	315.00		Memory Choir
25/11/2019	Fitzpatrick Woolmer	BACS	1,672.80		Noticeboard VH
28/11/2019	EDF Energy	DD	61.41		Electricity supply village green
<b>Total Payments</b>			<b>18,277.09</b>		