



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

**MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY, 5TH SEPTEMBER 2016 at 7.30pm
IN ASHURST VILLAGE HALL**

MEMBERS PRESENT: Cllrs Milner (Chairman), Mrs Jeffreys, Mrs Lyle, Mrs Podbury, Mrs Price, Allen, Kerby, Mercieca, Parker and Turner.

OFFICERS PRESENT: Mr C May – Clerk and Mrs K Plunkett – Assistant Clerk

IN ATTENDANCE: Borough Councillor Julian Stanyer

MEMBERS OF THE PUBLIC: There were 2 members of the public present, (see public open session).

16/167 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.

16/168 APOLOGIES FOR ABSENCE: Apologies received from Cllr Mrs Soyke, Cllr Barrington-Johnson, and Cllr Mrs Horne (all holiday)

16/169 DISCLOSURE OF INTERESTS: There were none.

16/170 DECLARATIONS OF LOBBYING: There were none.

16/171 MINUTES: It was **RESOLVED** that the Minutes of the Full Council Meeting on **1st August 2016** be approved as a correct record and signed by the Chairman.

16/172 BOROUGH AND COUNTY COUNCILLORS REPORTS: Borough Councillor Julian Stanyer said that it had been the holiday period for TWBC. He reported that so far the move to increase car parking charges in Tunbridge Wells had been resisted.

Borough Councillor Mrs Podbury said that a recent planning application for a new house on Barden Rd has been withdrawn but is likely to be re-submitted with alterations.

16/173 PUBLIC OPEN SESSION: There were two members of the public present, Marianne Buckley representing the LGVH Trustees and Patsy Henley, a campaigner for the 20mph scheme in Speldhurst. Patsy Henley spoke first to question whether KCC would deliberately make the 20mph scheme unaffordable. The Clerk said that KCC's consultants have submitted a fee estimate and the Parish Council's Financial Standing Orders state that we must endeavour to obtain three quotes. Until a consultant is identified who will submit a financially acceptable scheme on our behalf, the scheme cannot progress. He said that the Council will continue to actively pursue the 20mph scheme.

Marianne Buckley asked whether there had been any progress with the subsidence in the Village Hall car park. The Clerk replied that a quote for the work has been accepted by the Finance Committee and the work will go

ahead in the next couple of months. Marianne then asked whether there were plans to open the external toilets of the new pavilion at peak times when people use the village hall facilities. Cllr Mrs Lyle agreed to pass this request to the management committee. Finally Marianne asked whether progress had been made on setting the pavilion hire charges in line with the Village Hall. The Clerk said that the management committee are still working on this and other issues but there was a possibility that the charges would be lower because the pavilion was a different facility.

16/174 FINANCE COMMITTEE:

- a) A meeting was held on Wednesday 31st August. Cllr Mrs Jeffreys said that the Council's prepaid credit card (ALTO card) has been withdrawn by Unity Trust and the Committee agreed that the Clerk apply for a new credit card with an approved limit from the same bank. She said that the quote for subsidence in the LGVH car park had been accepted and also a quote to protect The Green at Groombridge from further erosion with granite stones had been accepted. She said that a grant of £300 for the purchase of tables in the new pavilion had been approved and finally that the Clerk had passed his CILCA exams and would move up one spinal point in salary level.
- b) There have been 2 budget virements of £669 and £389 from the Earmarked Reserves Repair and Renewal account – for repairs in the playground. It was **RESOLVED** to approve the virements.
- c) There has been one interim payment – a down payment of £500 for the new solicitors, Dawson Hart. This was approved by the Chairman and Vice Chairman under their delegated authority.
- d) There have also been 4 small payments on the ALTO card for items such as weedkiller, postage and petrol. The payments total £84.47.
- e) No further information has been received concerning a music event at Southwood Road Recreation Ground so the decision on a grant will be deferred.

16/175 ACCOUNTS FOR PAYMENT: Invoices verified by Cllr Mrs Podbury.

Payment made by ALTO pre-paid card in August*

| | | | |
|-------------------------------|-------|--------------|-----------------------------|
| Kidman's | AO111 | 10.00 | Repair estimate |
| Langton Green Service station | AO112 | 11.94 | Petrol |
| Post Office Ltd | AO113 | 8.55 | Postage – return of charger |
| Amazon | AO114 | 53.98 | weedkiller |
| Total payments | | 84.47 | |

To authorise the payment of invoices as listed

| <u>Payee Name</u> | <u>Cheque/Ref</u> | <u>Amount Paid</u> | <u>Transaction Detail</u> |
|--------------------------------|-------------------|--------------------|---------------------------|
| BT PLC | DD | 30.00 | Mobile |
| Simon Goacher | 300222 | 75.00 | Payroll Services |
| Mr L Cooper | MT858 | 452.00 | Groundsman's duties |
| Mr L Cooper | MT859 | 22.25 | Expenses |
| Langton Green Charitable Trust | MT860 | 86.45 | Office electricity |
| Langton Green Charitable Trust | MT861 | 20.00 | Room Hire |
| Treework | MT862 | 1,997.23 | Trees – Langton Rd |
| M R Lawrence | MT863 | 320.00 | Mowing services |
| Langton Life | MT864 | 250.00 | Advertising |
| K Plunkett | MT865 | 22.50 | Expenses |
| C May | MT866 | 52.80 | Expenses |
| RIP Cleaning Services | MT867 | 172.80 | Canine Refuse |
| Speldhurst Village Hall | MT868 | 46.08 | Meeting Rooms |
| Sac –O –Mat | MT869 | 488.83 | Dog bags |
| HMRC | MT873 | 51.55 | Underpayment |
| M R Lawrence | MT874 | 320.00 | Mowing services |

| | | | |
|-----------------------|-------|------------------|-------------------------|
| Mr L Cooper | MT875 | 396.00 | Footpath clearance |
| Craigdene Ltd | MT876 | 180.00 | Annual inspection |
| BT Plc | DD | 369.93 | Broadband and Telephone |
| K Plunkett | MT870 | 604.44 | Salary |
| C May | MT871 | 1,095.41 | Salary |
| HMRC | MT872 | 3,651.30 | Quarterly Tax & NI |
| Total payments | | 10,704.57 | |

*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

16/176 HIGHWAYS: The next meeting is scheduled for 22nd September. The Clerk said that more regular and frequent speedwatch sessions are required.

On the 20mph scheme an expensive quote (excluding installation) of £15,311.46 has been received from Amey, KCC's contractor, and the Clerk has contacted Monson Engineering to obtain a second quote which will hopefully include an estimate for installation. SPC used Monson about 6 years ago and the service was very impressive and he hopes to have the quote for the next Full Council meeting.

Cllr Milner said that Cllr Mrs Horne is concerned about the speed of lorries in Stockland Green Rd and the Committee requested another sign in Southborough to warn that the road is not suitable for HGVs. KCC have said that the safety critical scheme team could not fund it. Cllr Parker proposed that SPC fund the installation of the sign at an approximate cost of £300. By majority vote it was **RESOLVED** to take this action.

Cllr Milner said that he and the Clerk had met with John Reynolds from KCC this morning to discuss the installation of approximately 8 village gateways within the Parish at an approximate cost of £8k - £10k. The material used is synthetic and low maintenance and the gateways would slow motorists down on entering the villages as well as create a stronger village identity. Further progress on this will be reported at the next meeting.

16/177 BOUNDARY CHANGE: The two Parish Councils have to agree all changes and then the process of boundary change can start, with guidance provided by TWBC. An informal meeting was held with both Chairman and Clerks with Cllr Mrs Podbury in her role as Chairman of the Amenities Committee and TWBC Cllr for Rusthall. Borough Councillor Julian Stanyer said that in his experience boundary changes required a significant amount of work. Despite this Councillors and agreed in principle and **RESOLVED** to start the process. Cllr Mrs Podbury said that since the last Full Council meeting she had met Jenny Blackburn from Rusthall who suggested that the cemetery be moved to the Rusthall parish as part of the boundary change. All possibilities will be considered before they are put before the Council for a decision.

16/178 LANGTON GREEN RECREATION GROUND (LGRG):

- The Clerk reported that the official opening of the new pavilion had been very successful and well attended by Councillors. Cllr Parker asked whether the gravel path to the pavilion needs to be made into a proper path and whether steps need to be installed to access the pavilion up the bank. Cllr Mrs Jeffreys said that both issues would be considered by the management committee.
- Cllr Mrs Lyle said that the management committee have a significant amount of work to do and have a meeting on Wednesday to progress all issues. Legal documents continue to be worked on.
- It was **RESOLVED** to grant retrospective authorisation for the Clerk to sign the terms of engagement for the solicitors, Dawson Hart. The T&Cs were looked at by four Councillors before the Clerk signed.
- A meeting was held with LGCC and an agreement is being drafted for the Cricket Container. The Cricket Club rental charge will be slightly higher than in previous years to reflect the new facilities now available.

16/179 PARISH PLAN:

- Cllr Milner said that he and the Chairman had made changes to the Parish Plan which are included in the versions within Councillors' packs. This is now the final version in terms of wording and photos and page numbers will be added before going to print. Cllr Mrs Podbury questioned whether additional helpers should be acknowledged on the front page but it was agreed to leave the document as it is.

- b) Cllr Milner said that more Councillors were needed to join him and the Chairman in a working group. Cllr Mrs Price offered to join. This working group is needed to follow up on areas not covered by the various committees.
- c) Each committee will have the relevant section of the Parish Plan on their meeting agenda for every meeting to ensure that progress is made in all areas.

16/180 COMMITTEES:

- a) Cllr Mrs Price explained her idea about a workshop as an efficient way to write an Environment Policy for the Council. Cllr Mrs Podbury thought this is an excellent idea and would attend time permitting. Cllr Allen volunteered to join the group.
- b) The Clerk said that Cllr Barrington-Johnson will approach Councillors individually to recruit more help should he decide that a Committee is undermanned. The Clerk said that a Councillor is needed for the Air Traffic Committee but no one came forward. He also reported that Cllr Mrs Lyle has joined the Governance Committee in her role as Vice Chairman of Finance. Due to her involvement with the pavilion management committee she will step down from the planning committee. The Clerk said that new Councillors are needed for the APM Working Group, to organise the Open Evening in April. Cllrs Mrs Price, Kerby and Mercieca volunteered for this role.

16/181 STAFFING MATTERS: The Clerk said that due to her husband working abroad, Mrs Plunkett is no longer able to work in school holiday periods. Therefore a new assistant clerk is required and the position will be advertised in village magazines in October with the position to be filled by November. Cllrs Mrs Jeffreys, Barrington-Johnson and Milner will be on the interview panel with Cllr Parker in reserve. Previous applicants will be notified of the vacancy and notices will also be put on Council notice boards and on the website. The schools will also be notified.

16/182 FULL COUNCIL MEETING DATES 2017 The Clerk presented the schedule for next year to Councillors in a list at the meeting and asked for any problems with the schedule of dates to be reported to him. He said that the next Full Council meeting is on 3rd October and the Open Meeting is on 10th October – this is the opportunity for the Parish Council to let residents know what has been happening over the past year. Each Chairman will talk about the work within their Committee. It is also an opportunity for members of the public to warn the Committee about possible future grant requests.

16/183 CHAIRMAN'S REPORT: Cllr Barrington-Johnson sent notes to report that both KALC and Parish Chairman meetings are coming up. There is also an Air Traffic meeting in October (date tbc)

16/184 COMMITTEE REPORTS:

- a) **Governance** – Cllr Parker said there had been a meeting on 25th August and the minutes were included in Councillors' packs.
- b) **Planning** – A meeting was held on 3rd August and the minutes have been circulated. The next meeting is on 6th September.
- c) **Amenities** – Cllr Mrs Podbury reported that a meeting was held on Monday 22nd August. She said that a report on the children's play area had been received and there are some maintenance issues which need to be taken care of. The equipment has been cleaned by the Groundsman and it is looking much smarter.
- d) **Air Traffic** – A meeting will be held in October.
- e) **Footpaths** – Cllr Milner reported that there has been further concern about motorbikes in Shadwell Woods and the Police have visited the offender who is known to them. Cllr Milner also mentioned a complaint he had received from Rosemary Hull about a number of dogs in Shadwell Woods, which scared her grandchildren. The walker was probably a professional dog walker as there were 10 dogs in the group.
- f) **Kent Association of Local Councils (KALC)** – A KALC meeting is to be held on 20th September..

16/185 OTHER MATTERS ARISING FROM THE MINUTES OF 1st August 2016: No other matters.

16/186 CORRESPONDENCE RECEIVED:

Newsletter from Environment Agency updating us on their activities.
CPRE Fieldwork magazine
Countryside Voice magazine
Hospice News
Letter from Victim Support dated 4th August thanking the Council for the grant
Magazine from Gatwick Airport – ‘Decade of Change’
KALC – Parish News

16/187 DIARY DATES:

Tuesday 6th September – Planning Meeting
Tuesday 13th September – HWCAAG meeting
Tuesday 20th September- KALC meeting
Thursday 22nd September – Highways meeting
Monday 26th September – Planning meeting (tbc)
Monday 3rd October – Full Council Meeting – Palmer Room, Langton Green Village Hall
Monday 10th October – Open Meeting – Main Hall, Langton Green Village Hall

All meetings are in the office and start at 7.30pm unless otherwise stated.

16/188 ITEMS FOR INFORMATION:

Cllr Mercieca enquired whether electric sockets in changing rooms in the new pavilion met with safety requirements and Cllr Mrs Lyle agreed to check this.

Cllr Mrs Lyle said that she had spoken to the Clerk at Maresfield Parish Council to ask how they had successfully implemented a 20 mph scheme but it was done before spending cuts and so there was no advice to help SPC move their scheme forwards.

Cllr Mrs Podbury said that the Alan Passmore memorial will now be a tree and plaque in Pocket Park as the stile that was to be used is not in good condition. Cllr Mrs Podbury will replace the Jubilee plaque at Langton Green at the same time.

There being nothing further to discuss the meeting closed at 8.50pm.

Chairman