



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

**MINUTES OF THE FULL COUNCIL MEETING
HELD ON MONDAY, 4th MARCH 2013 at 7.00pm
IN ASHURST VILLAGE HALL**

The meeting was addressed by four representatives of Tunbridge Wells Borough Council:

Jane Lynch	Development Manager, Planning
Richard Allen	Team Leader Western Area Planning
Jane Clarke	Local Democracy Officer
Nick Peeters	Democratic Services Officer

A report is attached to these minutes.

The Parish Council business commenced at 8.20pm

MEMBERS PRESENT: Cllrs Mrs Jeffreys (Chairman), Mrs Horne (arrived 7.25pm), Mrs Hull, Mrs Podbury, Mrs Soyke, Hemming, Langridge, Milner, Owen (arrived 7.23pm) Parker, Turner and Woodward (left 9.30pm)

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

MEMBERS OF THE PUBLIC: County Cllr John Davies; Borough Cllr David Jukes; Borough Cllr Julian Stanyer; and two members of the public

APOLOGIES FOR ABSENCE: Cllr Pendleton (prior engagement)

13/042 DECLARATIONS OF PECUNIARY OR SIGNIFICANT OTHER INTERESTS: There were none.

13/043 DECLARATIONS OF LOBBYING: Cllr Owen declared that he had been lobbied in connection with Langton Green Primary School and Langton Green Pavilion.

13/044 MINUTES: The Minutes of the Full Council Meeting held on **4th March 2013**, having previously been forwarded to Members, were approved and signed as a true record.

13/045 BOROUGH AND COUNTY COUNCILLORS REPORTS: Cllr Jukes reported that an application has now been received for the demolition of the cinema site and that removal of the asbestos is taking place. He advised that Tunbridge Wells Borough Council have reduced their costs considerably by initiating partnerships with our

councils in areas such as IT. This has enabled a number of staff cuts to be made and they have achieved a balanced budget despite cuts of £325k. He has written to GATCOM about Gatwick night flight issues. There were no reports from Cllrs Davies or Stanyer.

13/046 PUBLIC OPEN SESSION: Christopher Blyth Treasurer of St Martin of Tours Church, Ashurst thanked the Parish Council for their grant for Churchyard maintenance. He also raised the issue of the overgrown state of the pavement alongside the A264 in Ashurst and the highway drainage at Stone Ness on the A264.

13/047 FINANCE COMMITTEE – Report by Cllr Mrs Jeffreys

- i) Cllr Mrs Jeffreys reported a Committee meeting was held on 18th February and the minutes have been circulated.
- ii) Cllr Mrs Jeffreys reported that there had been three email decisions in the last month; it was agreed to purchase a new shredder for the office at a cost of up to £200; it was agreed to purchase a workplace compliant first aid kit for the office at a cost of £59.99 and it was agreed to renew the annual membership of CPRE of £29.
- iii) Langton Green War Memorial –the Amenities Committee recommended to Full Council that the War Memorial is cleaned and re-pointed by Burslem at a cost of £838. After discussion this was **AGREED**.
- iv) Speldhurst School ICT equipment – the Finance Committee recommended to Full Council that an initial grant be made to the School of £2,500 towards the upgrading of their ICT equipment. After discussion it was **AGREED** to grant £2,500 with the understanding that, should the school still be in need of funds in six months, the council will re-examine its financial position. The clerk was requested to ask that the school make parents aware of the grant and that it is formally acknowledged as part of the fund raising campaign.
- v) Insurance Policy – the Finance Committee recommended to Full Council that the policy with Came and Company is renewed for the next three years at a reduced figure of £2,113.59 per annum including commercial loss recovery insurance. After discussion it was **AGREED** to renew the policy for the next three years and to include the commercial loss recovery subject to more details.
- vi) Langton Green Rural Society fete insurance - after discussion it was **AGREED** to grant £400 towards the cost of the fete insurance. This will be paid in the next financial year.
- vii) Langton Green Recreation Ground playground repairs – two quotations for necessary repairs to the playground surfacing and replacement of two swing seats have been received. After discussion it was **AGREED** to accept the quotation from Allan Chapman Playground Installations for the total sum of £1,060.
- viii) Speldhurst Recreation Ground new playground – the Finance Committee agreed to recommend to Full Council that £15,000 be granted to Speldhurst Recreation Ground Committee to enable them to match fund their grant application to Veolia so that the first phase of the project could get underway. After discussion it was **AGREED** to grant £15,000 on confirmation that they qualify for the grant from Veolia.
- ix) Addendum to the Clerks' contracts stated that reasonable overtime may be paid when either Clerk is absent on leave for five or more consecutive days – it was **AGREED** that this be adopted.

13/048 ACCOUNTS FOR PAYMENT – Invoices verified by Cllr Langridge

<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
<u>Additional Payments in February not listed</u>			
Prestige Web Marketing	MT74	60.00	Website hosting
Prestige Web Marketing	MT75	60.00	4 x monthly support
Prestige Web Marketing	MT77	240.00	Balance web page & QR code
MPD Hook & Loop	ALTO	24.40	APA Velcro hooks
Ashurst McDermott Hall Trust	072	£8,000.00	
		£8,384.40	

Payments in March

Langton Green Charitable Trust	MT78	26.25	Meeting room hire
Mr L Cooper	MT79	250.00	Groundsman
C May	MT80	1,355.57	Salary
C May	MT81	12.60	Expenses
M Flemington	MT82	623.41	Salary
M Flemington	MT83	37.45	Expenses
BT PLC	DD	30.11	Mobile phone
KCC (KCS)	DD	143.99	Rock salt
CPRE	076	29.00	Annual membership sub
KFAS	077	30.00	Airport conference
SLCC Enterprises LTD	078	180.00	WWYC CPD Course
St John's Church, Groombridge	079	500.00	Churchyard maintenance
TW & District CAB	080	1,000.00	Grant
Viking Direct	081	220.80	Paper shredder
Viking Direct	082	187.12	First Aid Kit and Stationery
Viking Direct	083	43.16	Stationery
Viking Direct	084	126.12	Stationery and Stamps
Miss K Lawrence	085	15.00	Office cleaner
RIP Cleaning Services	086	172.80	Dog bins emptying
HMRC	087	699.68	Tax & NI

Total payments **£ 5,683.06**

13/049 HIGHWAYS REPORT: Cllr Mrs Podbury reported that various potholes are to be repaired over the next month but that Speldhurst Hill was not re-surfaced on the night of 28th February as KCC Highway Department had advised. The next Committee meeting will be held on 15th March.

13/050 ANNUAL PARISH ASSEMBLY: Cllr Mrs Jeffreys reported that arrangements are progressing for the Annual Parish Assembly to be held on 8th April. She asked for all Committee Chairmen to submit their annual reports for the brochure as soon as possible but no later than Easter.

13/051 GATWICK: Cllr Mrs Podbury suggested that this item be deferred until after the Parish Chairmen's meeting on 12th March when flight concerns will be discussed.

13/052 KENT FIRE & RESCUE SERVICE (KF&RS) HYDRANT REPORTS: The Clerk reported that KF&RS are asking Parish Councils if they would be willing to carry out inspections of fire hydrants on their behalf. He confirmed that there are an enormous number within the Parish and KALC have advised that this would have insurance implications. After discussion it was **AGREED** that it would not be appropriate for the Parish Council to carry out such inspections but that the website should advise residents to report damaged hydrants direct to KF&RS. Cllr Mrs Hull suggested that this report was part of a wider water strategy.

13/053 LANGTON GREEN MUSEUM: Cllr Langridge reported that a resident of Langton Green is planning to take the lease of a vacant shop in the village and set up a museum to house her collection of Victorian artefacts. After considerable discussion it was **AGREED** in principle to support the proposal subject to further information being provided.

13/054 CHAIRMAN'S REPORT: Cllr Mrs Jeffreys requested assistance from councillors 5pm on Monday 8th April to help set up Langton Green Village Hall for the Annual Parish Assembly. She advised that the next Parish

Chairmen's meeting is on Tuesday 12th March and that flight noise to Gatwick Airport has been requested to be on the agenda.

13/055 COMMITTEE REPORTS:

- i) Governance – it was **AGREED** to adopt the document listing the duties of the assistant clerk.
- ii) Planning – Cllr Langridge referred to his report. The planning application for Langton Green Recreation Ground pavilion was considered at the last Committee meeting.
- iii) Amenities – Cllr Milner reported that a Committee meeting was held on 11th February and the minutes have been circulated. Cllr Mrs Podbury reported that she had received an email from a resident expressing concern about the changes for the mowing of the Pocket Park, Speldhurst. It was reported that a number of residents had complained about an over grown hedge at Holly Tree Cottage – **the clerk will contact the owners and request that it be cut back**
- iv) Footpaths – Cllr Milner reported on various items of work carried out recently by the footpath volunteers.
- v) Broadband – Cllr Woodward reported that the result of the funding bid to DEFRA should be known during March 2013.
- vi) KALC – Cllr Mrs Hull referred to her report on the KALC Committee meeting held on 27th February.
- vii) Neighbourhood Planning – Cllr Turner reported that a Working Group meeting involving volunteers from members of the public had been held on 25th February and the minutes have been circulated. The next meeting will be held on 25th March and Jean Marshall of TWBC will speak at this meeting.
- viii) Environment Working Group – Cllr Mrs Hull referred to her report on the Water Resources in the South East seminar that she attended on 15th February. She also advised that Debbie Siddle has suggested a possible new member to take her place on the Working Group and that she would approach her direct.

13/056 OTHER MATTERS ARISING FROM THE MINUTES OF 4th JANUARY 2012: The Clerk advised that there is nothing further to report at present on the Langton Green Primary School expansion proposals. The letter to GATCOM regarding Gatwick Airport issues will be sent after the Parish Chairmen's meeting.

13/057 CORRESPONDENCE RECEIVED:

1. Letter dated 31st January from The Boundary Commission for England (via TWBC) advising that the next Parliamentary constituency boundary review has been postponed until 2018
2. Letter dated 5th February from 1st Speldhurst and Langton Green Scout Group thanking the Parish Council for the grant towards their trailer and confirming storage and insurance details
3. Letter dated 8th February from KCC with Kent Waste and Minerals Local Plan: Proposed Mineral Safeguarding Areas report
4. Email dated 20th February from Max Keene asking for help with fundraising for Help For Heroes
5. Email dated 20th February from TWBC asking for responses by 6th March from Parish Councils regarding provision of Community First Responders
6. Email dated 21st February from Jennie Paulson-Ellis advising the Parish Council what the Clinical Commissioning Group is achieving.
7. ACRK Rural News Issue 126
8. Sovereign playground equipment brochure
9. Littlethorpe bus shelter brochure

13/058 DIARY DATES:

1. Wednesday 6th –Friday 8th March – Treework working on trees at LGRG and Pocket Park
2. Thursday 7th March – Assistant Clerk on WWYC course at Dartford
3. Tuesday 12th March – Lord-Lieutenant's Annual Service – Cllr Milner attending
4. Tuesday 12th March – Parish Chairmen's meeting – TWBC – **7pm**
5. Friday 15th March – Highways meeting – Langton Green Village Hall – **10.30am**
6. Tuesday 19th March – Planning Meeting – Office

7. Saturday 23rd March – KALC Planning Conference
8. Monday 25th March – Neighbourhood Planning Working Group meeting – LGVH with Jean Marshall head of planning TWBC
9. Thursday 28th March – financial year end
10. Friday 29th March and Monday 1st April – **Easter Holiday**
11. Monday 8th April – **Annual Parish Assembly** – Langton Green Village Hall – **7.00pm for 7.30pm**
12. Monday 15th April – **Full Council Meeting** – Speldhurst Village Hall, Committee Room

13/059 ITEMS FOR INFORMATION:

Cllr Mrs Jeffreys and Cllr Mrs Soyke raised the possibility of a sign on Ashurst and Blackham Sports Association pavilion acknowledging Speldhurst Parish Council's grant towards the building works.

Cllr Mrs Podbury suggested that the entrance verges to Southfields, Speldhurst would benefit from additional posts.

Cllr Parker reported that the speed camera on the A264 in Langton Green is working again.

Cllr Mrs Soyke advised that two members of B4RS have been invited to a rural community broadband seminar on 6th March and will report on it to Speldhurst Parish Council.

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

CHAIRMAN

Notes on the talks by representatives of Tunbridge Wells Borough Council

Jane Lynch and Richard Allen - Planning Services

They started by explaining the structure and staffing of Planning Services and provided a weekly schedule of all planning staff duties to assist Parish Councils in contacting the appropriate Planning Officers.

They provided information about the Planning Framework, planning applications and procedures, planning appeals, enforcement action and material planning considerations.

This information will be of particular assistance to the Planning Committee.

Jane Lynch offered to come and speak on another occasion at a Planning Committee meeting.

Jane Clarke and Nick Peeters - Democratic Services

They started by explaining that The Tunbridge Wells Agreement between TWBC and Local Councils (Parish and Town Councils) replaces the old Parish Charter and that Democratic Services is the first point of contact within TWBC for Parish Councils trying to obtain information.

They stressed that wherever possible electronic communication is now the main method of communication and speeds things up. Where Parish Councils are consulted they are requested to provide a response even if it is 'no comment'/nil return.

The Forward Plan sent out by Democratic Services gives advance notice to Parish Councils of all the decisions and consultations to take place within the next few months.