



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

**MINUTES OF THE FULL COUNCIL MEETING
HELD ON MONDAY, 9th JANUARY 2012 at 7.30pm
IN ASHURST VILLAGE HALL**

MEMBERS PRESENT: Cllrs Mrs Jeffreys (Chairman) Mrs Hull, Mrs Podbury, Mrs Soyke, Brown, Hemming, Langridge, Milner, Parker, Owen and Woodward

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

MEMBERS OF THE PUBLIC: There were two members of the public present.

APOLOGIES FOR ABSENCE:

Cllr Ringrose (holiday) and Cllr Pendleton (prior engagement)
Borough Cllr David Jukes and Borough Cllr Julian Stanyer

12/001 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST:

There were none.

12/002 DECLARATIONS OF LOBBYING:

Cllr Mrs Hull and Cllr Mrs Podbury have been spoken to by residents about Local Needs Housing.
Cllr Mrs Hull has been spoken to by a resident about the website.

12/003 MINUTES:

The Minutes of the Full Council Meeting held on **5th December 2011**, having previously been forwarded to Members, were approved and signed as a true record with the exception that under 11/218 Mr Rickcord's name had been misspelt.

12/004 PUBLIC OPEN SESSION:

The meeting was adjourned.

Graham Smith-Tilley asked the following questions regarding Local Needs Housing (LNH):

- Q. Has there been feedback from English Rural Housing Association (ERHA) following the Consultation Day?
 - A. There has and a further update is being sought ahead of the next LNH Committee meeting.
- Q. When will the exit poll from the Consultation Day go on the Parish Council website?
 - A. The Clerk advised that there had been IT problems but will be done as soon as possible and before the committee meeting.
- Q. Have responses been received to the letters sent out by the Parish Council to Tunbridge Wells Borough Council and other parties before Christmas?
 - A. The Clerk advised that two responses have been received, the outstanding response from the MP has been promised. The original letters requesting further information would be put on the website but the responses would not go on until after the meeting.

Paul Harvey expressed his concern that despite Kent Highway Services having previously stated that they try to co-ordinate road closures so that utilities work together and keep road closures to a minimum, there is now a sign stating that Penshurst Road, Speldhurst will be closed again. It does not state which utility company and it is by Bullingstone Lane with no warning signs in Speldhurst village. The closure will be within Sevenoaks area but affects Speldhurst traffic. **The Clerk will speak to Kent Highway Services.**

12/005 LOCAL NEEDS HOUSING:

- i) Cllr Woodward referred to his report which referred to the committee meeting of 16th January and the purpose of agreeing a recommendation so that Full Council can consider and decide at the February meeting.

The Clerk reported that he has requested the highways information in advance of the Committee meeting (to be held on 16th January) from ERHA. It has been re-iterated how important it is for this information to be seen in advance of the meeting and not just on the night of the meeting. It was agreed that this information was imperative and should it not be available ahead of the meeting then it would be postponed to the 23rd January and, failing that date, sometime in February with a decision by Full Council at the March meeting. **The Clerk will email ERHA** confirming that if the information cannot be guaranteed to be available before the meeting then it will be postponed until 23rd January.

The Clerk would also request a full synopsis of the Consultation Day results which would include ALL correspondence of the event.

12/006 FINANCE COMMITTEE – Report by Cllr Parker

- i) Cllr Parker reported that there has not been a Committee meeting since the last Full Council meeting.
- ii) Cllr Parker reported that there had been five email decisions by the Finance Committee. It was agreed that a new computer was needed to replace the old one at a cost of £310 and to have Microsoft Office installed at an additional £180. Train fares and subsistence for attendance at the B4RN conference had been previously agreed at £250 however the actual cost was £286 so an additional £50 was agreed which included light refreshments. It was agreed to pay £91.10 to frame the Parish Council Mosaic (made and donated by the Chairman) to hang in the Parish Council Office. The Clerk's overtime of 11.5 hours was approved.
- iii) Paul Harvey addressed Councillors about the grant request from Speldhurst Village Hall Foundation. After questions and much discussion it was proposed and **AGREED** that the Parish Council make a grant of 50% of the cost, up to a maximum of £2,420 towards the installation of an improved PA system and digital projector in the Village Hall.
- iv) The Clerk reported that Speldhurst Recreation Ground Committee have advised him that they will not be submitting any further details of their grant request for playground improvements for approximately two months while they send out questionnaires.

12/007 ACCOUNTS FOR PAYMENT – Invoices verified by Cllr Mrs Hull

<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
KCC (KCS)	DD	1898.27	Ground maintenance
Rymans	279	98.39	Stationery
Ideal Security	280	4149.60	CCTV Parish Council Office
Ashford Security	281	2376.00	Intruder and Fire alarms offic
Ashford Security	282	252.00	Office intruder alarm maintena
Mrs L Jeffreys	283	91.10	Mosaic frame for Office
RIP Cleaning Services	284	189.00	Emptying dog bins
John Roberts	285	366.00	Professional fees audit
Lantec Systems	286	510.49	Office Computer and software
Mr C Woodward	287	300.00	Travel expenses

BT PLC	288	33.55	Mobile Phone
Speldhurst Village Hall	289	106.93	Hall hire
Prestige Web Marketing	290	45.00	Website updating
SLCC Enterprises Ltd	291	30.00	Clerks Manual 2011
Mr L Cooper	292	100.00	Groundsman duties
Langton Green Charitable Trust	294	24.00	Hall hire
Joyce & Partners	295	490.67	Architects fees
Premiere Digital	296	340.00	Parish Office Printing newsletters
Premiere Digital	297	246.00	Business cards and comp slips
HMRC	298	618.18	NI and Tax
M Flemington	299	400.95	Salary
C May	300	1217.94	Salary
M Flemington	301	21.60	Expenses
C May	302	528.45	Expenses
Langton Green Charitable Trust	293	18.00	Room hire Dec
	Total Payments	14,452.12	

12/008 HIGHWAYS REPORT:

Cllr Mrs Podbury reported that there has been no Committee meeting since the last Full Council meeting but that there are a number of ongoing matters.

Cllr Langridge reported that the Parish Council highways sign in Barden Road, Speldhurst will be replaced.

Cllr Mrs Hull reported that the tarmac by the bus stop in Southfields, Speldhurst has been resurfaced.

The Clerk reported that he had a follow-up meeting with Stephen Noad and Kirstie Williams of KHS on Dec 20th and they had advised that the double yellow lines in Speldhurst are due to be installed in early February, weather permitting. He reported that Kent Highway Services are looking into the issues at Stone Cross and that KCC Cllr John Davies had allocated the remainder of his member fund to the project. He has been told by a resident that the work carried out in Leggs Lane before Christmas has not solved all the drainage issues.

2249 PARISH COUNCIL OFFICE:

Cllr Mrs Jeffreys reported that the Notice Board will be erected soon and that a cleaner for the Office will probably be employed through Langton Green Village Hall and the Charitable Trustees.

This item will be removed from the Agenda for future Full Council meetings.

12/009 DIAMOND JUBILEE / OLYMPIC EVENTS AND GRANTS:

The Clerk confirmed that TWBC are giving one grant per Parish Council but that Speldhurst Parish Council can split this between several different village events.

After discussion it was **AGREED** that the grant applications submitted will be considered at the Finance Committee meeting on 20th February. All Councillors were encouraged to send their thoughts on the issue to the Clerk.

12/010 LOCAL SCHOOLS:

Cllr Mrs Jeffreys, Cllr Brown and The Clerk are meeting the Head Teacher at Langton Green Primary School on 19th January 2012 to start discussions about an environmental project involving Langton Green and Speldhurst Schools and the Parish Council.

12/011 LGRG SPORTS PAVILION:

The Clerk advised that a meeting between the Sports Club and the FA had been arranged for Tuesday 10th Jan at 9.30am. He would be attending.

12/012 BROADBAND:

Cllr Woodward referred to his written report and advised that:

- The cost of the white boxes has been reduced to £12 rather than £20 so 60 have been ordered.
- They are looking at collaboration with other adjoining rural parishes.
- A new website has been set up www.B4RS.org.uk.

Cllr Mrs Hull suggested getting the Tunbridge Wells Area KALC involved in some broadband discussions.

Cllr Brown thanked Cllr Woodward for all his hard work in connection with broadband and asked if it should be set up as a committee. Cllr Mrs Jeffreys advised that a working party is more appropriate at present and asked Cllr Woodward to pass on thanks to all the other members for their hard work.

12/013 TWBC POLICY FRAMEWORK – STRATEGIC COMPASS; COMMUNITY PROJECTS

Cllr Mrs Hull to consider and draft a response from Speldhurst Parish Council. She will pass on her suggestions to the Clerk to reply on behalf of the Council.

12/014 CHAIRMAN'S REPORT:

Cllr Mrs Jeffreys referred to her written report circulated to all Councillors.

It was agreed that Cllr Mrs Jeffreys will write to TWBC to say that SPC are happy to defer the Ward Walks this summer if it assists.

Cllr Mrs Jeffreys, Cllr Mrs Podbury and Cllr Langridge are meeting on 13th January to discuss the Annual Parish Assembly.

The Clerk's staff appraisal will be carried out in January by Cllr Mrs Jeffreys and Cllr Parker (the Assistant Clerk's appraisal would be done by the Clerk). All Councillors were encouraged to contact the Chairman with any comments they wish to make about the employees.

There was a long discussion about the NPPF and the desire to register an interest in formulating a Neighbourhood Plan with TWBC, however it was not clear at present what the best way was to progress the matter.

A watching brief would be maintained.

12/015 COMMITTEE REPORTS:

- i) Governance Committee – In Cllr Pendleton's absence Cllr Mrs Jeffreys reported that there has been no Committee meeting since the last Full Council meeting but that one will be held in the near future.
- ii) Planning – Cllr Langridge reported that he attended the Western Area Planning Committee meeting on 4th January and that the application for a house to be built on land within the rear garden of Dashpers, Stonewall Park Road, Langton Green had been refused, going against the Officers' advice.
- iii) Amenities – Cllr Milner reported that there has been no Committee meeting since the last Full Council meeting.
- iv) Footpaths – Cllr Milner thanked Derek Robinson and all the footpath volunteers for all their hard work over the last year and reported that work is ongoing tidying up after last week's heavy winds. The Clerk reported that the annual thank you letters had all been sent out.
- v) KALC – Cllr Brown reported that there have been no meetings since the last Full Council meeting.
- vi) Environment – Cllr Brown reported that there is a Committee meeting on 11th January when the Environment Green Policy Statement will be discussed and a recommendation will be made to Full Council for the February meeting.

12/016 OTHER MATTERS ARISING FROM THE MINUTES OF 5th DECEMBER 2011:

11/193 – Len Cooper has cleared the path by Langton Green Recreation Ground.

11/196 - **The Clerk will investigate the possibility of the light on Groombridge Green being converted to solar.**

11/204 - The Clerk is waiting to hear from Colin Campbell BBC Home Affairs Correspondent whether he is able to speak at the Annual Parish Assembly on 2nd April 2012.

11/211 - The Clerk reported that he has received a further letter from Town and Country Housing Association stating that they are looking further into the provision of off-road parking for their tenants in Northfields, Southfields and St Mary's Lane, Speldhurst.

11/230 – **The Clerk will chase Tate Fencing regarding the installation of bollards at the junction of Barden Road and Furzefield Avenue.**

The Application to the Big Tree Fund and the Parish Footpath Map are both ongoing.

Cllr Mrs Hull raised the matter of the difficulties of delivering the Newsletters to outlying rural properties.

This will be on the Agenda for discussion at the next Full Council meeting. **In the interim Speldhurst Councillors will consider addresses that would better suit a postal delivery so that the cost can be estimated. Cllr Brown will see if Neighbourhood Watch can assist.**

12/017 CORRESPONDENCE RECEIVED:

- i) Email dated 6th December from Kent County Council Local Bus and Information Team Manager with information on local bus contracts for 2011/2012 which will be re-tendered for 2012/2013
- ii) "Fieldwork" CPRE Winter 2011 magazine
- iii) "Oast to Coast" ACRK Winter 2011 magazine
- iv) Letter dated 12th December from Town and Country Housing advising that their Head of Property Services is looking into the matter of car parking for tenants in Speldhurst and they hope to respond in January 2012
- v) Tunbridge Wells Community Safety Unit December 2011 Newsletter
- vi) Letter from ACRK asking for volunteers to help ensure isolated people don't lose their TV picture
- vii) Copy of letter dated 13th December from Michael Bright of Genista, Stonewall Park Road, Langton Green to John Burr, Director of Kent Highway Services regarding asking for a convex mirror at the junction of the A264 and Stonewall Park Road
- viii) "The Bulletin" English Rural Housing Association Winter newsletter
- ix) "Planning explained" CPRE publication in partnership with NALC
- x) "Rural News" ACRK newsletter
- xi) Letter dated 13th December from St Mary's Church, Speldhurst thanking the Parish Council for the grant of £500 towards the maintenance of the Churchyard
- xii) "Abor Age" aboricultural magazine December 2011/January 2012
- xiii) Leaflet from BT Business Direct with deals of the month December 2011
- xiv) Letter dated 15th December from Tunbridge Wells Community Safety Partnership regarding heating and diesel oil theft
- xv) Letter from The Woodland Trust asking for consideration of payment of subscriptions by annual or monthly direct debit
- xvi) "Wrap up for winter" South East Water information leaflet
- xvii) Letter from eonic.co.uk regarding web services
- xviii) Letter from Gulp Creative regarding web services
- xix) Leaflets from University of Kent with details of Spring 2012 Courses at Tonbridge
- xx) Letter from Rolin Cleaning Contractors regarding business hygiene requirements
- xxi) Email dated 29th December from TWBC regarding Sport and Culture passport s for 2012, Local Leader Programme
- xxii) Business card from Reliable Fire Protection Services
- xxiii) Email dated 20th December regarding Fair Play for Children Parish Councils Play Area Survey
- xxiv) Letter dated 28th December from Derek Robinson thanking the Parish Council for inviting him to the Parish Office opening
- xxv) Letter dated 29th December from Ashurst and Blackham Sports Association and Ashurst McDermott Hall Trust thanking the Parish Council for their grant of £5,500 for the new pavilion ro
- xxvi) Telephone call from Ashurst Place on 4th Jan offering their grounds as a venue for a Diamond Jubilee event
- xxvii) Email dated 8th Jan from PCSO Gemma Pepper regarding the car park at LGRG on Saturdays. She attended the football and had a number of complaints from residents about parking on pavement and in the road outside the Recreation Ground. The Trustees are meeting on Thursday 12th to discuss this and make a decision.
- xxviii) Letter from CAB (TW & District) re closure of Paddock Wood office at the end of the financial year clarifying the circumstances of the decision.
- xxix) Email from TWBC regarding the "Year of Celebrations"
- xxx) Email from Sevenoaks DC regarding the Sevenoaks Residential Character Area Assessment Supplementary Planning Document (SPD)

12/018 DIARY DATES:

Thursday 5th – Planning meeting – Council Office
Monday 9th January – **Full Council Meeting** – Ashurst Main Hall
Wednesday 11th – Environment meeting – Council Office
Monday 16th – LNH meeting – Ashurst Main Hall
Thursday 19th – Langton Green Primary School – 2pm
Monday 6th February – **Full Council Meeting** – Langton Green Main Hall

12/019 ITEMS FOR INFORMATION:

The Clerk reported that residents have been contacting Planning Committee members directly which is inappropriate. It was discussed and agreed that a statement be added to the website 'All correspondence, including planning matters must be addressed to the Parish Council through the Clerk.'

Cllr Langridge is arranging a further litter patrol in Langton Green.

The Parish Vision questionnaires will be stored in the Parish Council Office.

There being nothing further to discuss the meeting closed at 9.50pm

CHAIRMAN