

**MINUTES OF THE FULL COUNCIL MEETING  
HELD ON MONDAY 14<sup>th</sup> April 2014 at 7.30pm  
IN THE UNITED REFORMED CHURCH MANOR ROAD**

**Present**

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

Parish Clerk: Chris May - Locum

Also present: TWBC Cllr V. Webb, two wardens and 10 members of the public.

1. **Apologies for absence** –Mrs S Denne, clerk (holiday)
2. **Declaration of Interests** – Cllr Edwards declared a significant interest in 12i) the grant application by RC&YP
3. **Declarations of Lobbying** -None
4. Minutes of the meeting held on the 10<sup>th</sup> March 2014 were **agreed** and the Chairman signed them as a true record with the addition of Cllr Mrs J Geer and Cllr Clark being in attendance
5. **Session for Borough Councillors** – Cllr Webb reported that problems with residents in Cranwell Road had occurred; a pothole in Edward St had been reported and fixed and there was a dead oak tree on the common that will need replacing. He said that the move to digital planning was continuing. He added that there could be a legal challenge to parking fees of £1 per hour at Fir Tree Road, the Borough Council was to employ a private litter company and that the pedestrian enhancement at Fiveways could cost anything up to £2mio.
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 that had been received since the last meeting.

The Planning Committee then recommended **approval** by Officer delegated powers for

- i. 14/00677/TPO/DMD Reduce Oak tree canopy by 30-40% at 16 Colbran Way, Rusthall
- ii. 14/00701/HOUSE/CO1 Single-storey rear extension and front entrance porch at 48 Longmeads, Rusthall

7. **Allotment Committee** – Cllr Benoy reported that he had received a complaint from a tenant about a bonfire that had burning for 3 days and that he had dealt with the matter. There was a problem with some of the water butts and urgent work was required to repair faulty ball valves. Cllr Mrs Blackburn said that this expenditure would be authorised by herself and Cllr Elwood under the delegated powers. He said that the main post to the five bar gate was rotten and needed replacing at a cost £50 (minimum estimate) and two 8 yard skips were required to remove rubbish from the sites at a cost of £200 each. The expenditure was **approved**. He then said that there was one plot at Southwood Road and 3 or 4 plots at Wickham Gardens still available and that all rents had been paid.
8. **Finance Committee** – Cllr Elwood reported that the change in LGA 1972 s150 had been discussed and the committee **agreed** that two signatures would remain in place and no change to the Financial Regulations was required. It was agreed to carry on with the present grass cutting contract. However, due to his high work load a second person to be considered for maintenance work. He said that the committee had **agreed** to send the clerk on a KALC allotment course at a cost of £60 plus VAT.
  - i. Cllr Mrs Blackburn opened the discussion on banking arrangements and said that there was concern about the Co-op Bank's present situation. Cllr Mrs Codd suggested that all bar a minimal balance be transferred to the Unity Trust Bank until a further decision was made on where to place the funds. This was **agreed and the clerk would make the necessary arrangements as soon as possible**.Cllr Mrs Blackburn reminded all members to diarise the extraordinary meeting that would be held on **Monday June 2<sup>nd</sup>** to approve the audited accounts.

## 9. Fire Station

- i. Cllr Mrs Blackburn reported that planning approval for change of use had been received.
- ii. Cllr Mrs Codd explained the process for applying for a PWLB loan. She said that since the concept of purchasing the station rates had gone down but were now on the way up. Details of the loan have yet to be finalised and she asked that the decision be delegated to the Finance Committee who will meet as soon as practicable. **This was agreed. Clerk to arrange meeting.**
- iii. Cllr Mrs Codd proposed that the Council apply for a loan of £100,000 to meet the cost of conversion. This was seconded by Cllr Clark and formally **resolved** by Council.
- iv. Donaldson West was in contact with KCC's solicitors and Cllr Blackburn asked that a total of £1,500 be set aside for legal fees and this was **agreed**.

10. **MUGA** – it was proposed by Cllr Mrs Blackburn and seconded by Cllr Mrs Codd that a quote by KCC of £1,319 to provide a shed and concrete hard standing be accepted. This was **agreed**

11. **Table Tennis Table** – Cllr Benoy reported that he was chasing the company and at the time of the meeting the order had not been placed but once placed it will be ready within two weeks. The wear and tear around the table will be monitored.

- i. The total cost of the table, base and shed was approximately £3,250 with funds from Round Table £1,500, KCC Councillor Davies £500 and £250 from Mr Sefton. It was proposed that £1,000 from the budget allocation for sport be transferred for this project. This was **agreed**.

## 12. Grant Applications

- i. RC&YP - Cllr Edwards having declared a significant interest answered questions from Councillors about the application and abstained from the vote. He explained that TWBC were no longer able to grant money to the project and therefore they were asking RPC to increase the amount of their grant from £3,400 to £5,400. A comprehensive document accompanied the application but some Councillors found it confusing and asked that future applications be in a clearer format. Cllr Elwood said that to commit this amount at this stage of the financial year would mean that all funds were spent and Cllr Mrs Codd suggested that the grant be paid in two stages. There was much discussion on the subject and Cllr Clark proposed that the grant of £5,400 be paid in full and this was **agreed** by a majority vote.
- ii. Friends of the Common – after some discussion Cllr Mrs Geer proposed a grant of £300 which was seconded by Cllr Mrs Codd. This was **agreed**.

## 13. Public Open Session

Cllr Webb asked if the PWLB was in addition to the amount donated to the Council for the Fire Station. Cllr Mrs Blackburn confirmed that it was.

Mrs Fraser advised of problems with drainage in Longmeads and whether this was caused by the MUGA.

There was a discussion on the grass verges in Longmeads and it was asked if there was a possibility that posts be installed. Cllr Mrs Blackburn advised that it was KCC's responsibility.

Mrs Christmas asked about attendance at the RC&YP youth club.

Mrs Foster asked about the traffic survey – the clerk said that a 48 page report had been sent which stated that 93% were travelling at or within 10% of the speed limit. There were exceptions with one car listed at 66mph. He suggested that the illuminated 30mph signs be kept in place but additional reflective signs be placed beyond the housing to warn traffic earlier that they are approaching a 30mph limit. He also suggested that RPC may want to install a sign on the left hand side warning motorists that they are approaching the village. He would look in to costs and report back.

Mrs Foster also said she had been asked by people why the precept had been increased by 46% and whether information was available on the website. Cllr Mrs Blackburn said that there was an Open Meeting on Wednesday April 30<sup>th</sup> and there would be a report then. She said that the website would be updated.

#### 14. Cheques/Payments

ACCOUNTS FOR PAYMENT – MARCH 2014 - END OF YEAR			
Payee Name	Cheque Ref	Amount	Transaction Detail
S Denne	S/O	820.91	Salary
RBS	300064	128.40	Allotment software
HMRC	300065	71.11	Tax & NI
S Denne	300066	150.00	Work from home
Orange	DD	21.49	Mobile Feb 2014
Orange	DD	21.65	Mobile Mar 2014
<b>Total</b>		<b>1,213.56</b>	
ACCOUNTS FOR PAYMENT – APRIL 2014			
Payee Name	Cheque Ref	Amount	Transaction Detail
SE Water	DD	43.98	Southwood Road
URC	300067	30.00	Hire of hall (April)
Grass Contractor	300068	84.00	Grass cutting
KALC	300070	72.00	Allotment course
KALC	300071	1,261.13	Annual subscription
RNIB	300072	10.00	Donation/Speaker
Folly Wildlife	300073	10.00	Donation/Speaker
<b>Total</b>		<b>£1,511.11</b>	

#### 15. Items for information

- a) Mr Roberts has been coordinating the renovation and amendments to the war memorial plaque. He has encountered problems because the mason has said that all the names need renovating because of the colour of the stone. This has meant a short fall of £1,086 and he asked if RPC could assist in anyway so that the deadline of 23<sup>rd</sup> July could be met. Cllr Mrs Blackburn said that the matter would be discussed at the Finance Meeting and that he should book the stone mason in for early June.
- b) Cllr Clark asked when the weed clearing at the MUGA site was going to take place. Cllr Mrs Blackburn said the date was yet to be confirmed.
- c) Three Councillors were concerned about aircraft noise
- d) Cllr Benoy commented on the continuing poor state of the roads and Cllr Webb said he would bring it up at the JTB meeting

The Meeting ended at 9.15 pm