



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

**MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY, 13<sup>TH</sup> APRIL 2015 at 7.30pm  
IN THE ELLIS ROOM, LANGTON GREEN VILLAGE HALL**

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**MEMBERS PRESENT:** Cllrs Mrs Jeffreys (Chairman), Mrs Hull, Mrs Horne, Mrs Podbury, Mrs Soyke, Barrington-Johnson, Langridge, Milner, Owen, Parker and Turner

**IN ATTENDANCE:** There were no County or Borough Councillors in attendance

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

**MEMBERS OF THE PUBLIC:** There was one member of the public present

**15/065 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.

**15/066 APOLOGIES FOR ABSENCE:** Cllrs Pendleton and Woodward (both prior engagement), County Councillor John Davies, Borough Councillors David Jukes and Julian Stanyer

**15/067 DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTERESTS:** There were none.

**15/068 DECLARATIONS OF LOBBYING:** Cllr Owen declared that he had been lobbied about litter in Lampington Row possibly caused by the contractors working on the school expansion.

**15/069 MINUTES: RESOLVED** that the Minutes of the Full Council Meeting held on 2<sup>nd</sup> March 2015 be approved as a correct record and signed by the Chairman.

**15/070 BOROUGH AND COUNTY COUNCILLORS REPORTS:** There were none.

**15/071 PUBLIC OPEN SESSION:** There was one member of the public present. Peter Soyke thanked the Parish Council for last year's additional grant to St Martin's Church, Ashurst for churchyard maintenance.

**15/072 FINANCE COMMITTEE – Report by Cllr Owen**

- a) A Committee meeting was held on 30<sup>th</sup> March and the minutes have been circulated.
- b) There had been one budget virement: the Finance Committee resolved to recommend to Full Council that a transfer of £10,000 be approved from General Reserves to Earmarked Reserves making the total balance in Earmarked Reserves £45,000. It was **RESOLVED** that the transfer be approved.
- c) There had been no interim payments since the Finance Committee meeting.
- d) It was **RESOLVED** to grant £800 to St Martin's Church, Ashurst for churchyard maintenance.
- e) It was **RESOLVED** to agree the Parish Plan Working Group's expenditure for printing of £3,525.

- f) It was **RESOLVED** to approve the use of Direct Debits and BACS in accordance with the Financial Regulations.

**15/073 ACCOUNTS FOR PAYMENT** – Invoices verified by Cllr Pendleton

<u>Payee Name</u>	<u>Cheque/Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
<u>Notification of additional payments in March</u>			
Sainsbury's	AO57	11.89	Petrol*
<u>To authorise the payment of invoices as listed</u>			
BT PLC	DD	33.00	Mobile
ACRK	DD	35.00	Annual Subscription
EDF Energy	DD	72.88	Electricity – Pavilion
Speldhurst Village Fund	162	395.15	Grant - Fete Insurance
Ashurst Place Rest Home	163	350.00	Annual Field Rental
The PCC of All Saints' Church, LG	164	800.00	Grant - Churchyard Maintenance
Event Insurance Services	165	354.00	Grant - Pram Race Insurance
Tate Fencing Ltd	MT509	52.74	Maintenance expenses
RIP Cleaning Services	MT510	172.80	Canine refuse collection
Langton Life	MT511	250.00	Magazine
Premiere Digital	MT512	180.00	APM Boards
Speldhurst Recreation Ground	MT513	3,000.00	Grant - towards new playground
Langton Green Village Society	MT514	400.00	Grant - towards Fete Insurance
St Martin's Church, Ashurst	MT515	450.00	Grant - towards Magazine
St Thomas' PCC, Groombridge	MT516	140.00	Grant - towards Magazine
Mr L Cooper	MT517	404.00	Groundsman's duties
Mr L Cooper	MT518	21.98	Groundsman's expenses
Miss K Lawrence	MT519	15.00	Cleaner
C May	MT520	39.60	Travel expenses
M Flemington	MT521	27.45	Travel expenses
KALC	MT522	1,368.00	Annual Membership
HMRC	MT523	784.23	Tax & NI
M Flemington	MT524	700.48	Salary
C May	MT525	1,491.68	Salary
M R Lawrence	MT526	230.00	Mowing and strimming
Tunbridge Wells Borough Council	DD	60.00	Office non-domestic rates
EON	DD	24.61	Street lighting
<b>Total payments</b>		<b>£11,852.60</b>	

\*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

**15/074 HIGHWAYS:** No meeting had been held since the last Full Council. Cllr Langridge reported on the following: that the bus stop shelters are progressing and we are waiting to hear from TWBC; an enquiry has been raised with KCC Highways about the possibility of installing posts/bollards at The Hare junction; contact will be made with Rusthall PC regarding heavy vehicles using Broomhill Road and that a reply will be sent to the email received from a resident regarding Stockland Green Road (see correspondence). Cllr Mrs Hull raised the condition

of the sandstone walls adjoining the highway along the A264 in Langton Green and at the top of Speldhurst Hill. **The Clerk will raise this with KCC to determine who is responsible for their maintenance.**

**15/075 LANGTON GREEN RECREATION GROUND (LGRG):**

- a) Pavilion - the next meeting of Langton Green Community Sports Club is on 1<sup>st</sup> May. It is anticipated that the funding decision from the Football Association should be available by then. A new planning application might be required.
- b) School expansion, car parks and footpaths – the Clerk reported that the footpath to the new school entrance has been completed. The tarmac upgrade of the adjoining footpath, authorised by the Finance Committee, was outstanding at the time of the meeting. He circulated photographs of the completed work. It is not known as yet when work will start on the footpath between Speldhurst Road and the widened footpath.

**15/076 TRANSFER OF LAND FROM TWBC:** The Clerk reported that the land transfers are progressing.

**15/077 FAMILY FUN DAYS:** After discussion it was agreed not to take on the running of the family fun days in the Parish in 2015 but to reconsider in future years.

**15/078 NHS SE COMMISSIONING SUPPORT – A SURVEY ON STROKE SERVICES:** After discussion it was agreed not to respond to the survey because Councillors did not believe they knew enough about the subject to make an informed judgement.

**15/079 CCTV:** Cllr Langridge reported that Langton Green Primary School, Speldhurst Primary School and Holmewood House School have all expressed an interest in CCTV, subject to cost. It was agreed that Cllr Langridge obtain a preliminary estimate of costs.

**15/080 COUNCIL ELECTIONS:** The Clerk reported that he has been advised by TWBC that the election on 7<sup>th</sup> May will be uncontested. Cllr Langridge decided not to stand again and Mr Harry Allen of Langton Green has put himself forward and is elected. The Chairman paid tribute to Cllr Langridge's many contributions to the Council over the last seven years, in particular his advice on media and public relations. Councillors were asked to complete their expenses form and hand them to the Clerk who would deliver them to the Town Hall.

**15/081 ANNUAL PARISH MEETING:** The Annual Parish Meeting is on Monday 27<sup>th</sup> April in Langton Green Village Hall. Refreshments will be served from 7.30pm and the meeting will start at 8pm. Guest speakers are Mr Andrew Loosemore, Head of Operations, KCC Highways, Transportation and Waste and Chief Inspector David Pate, Commander Tunbridge Wells District. There will also be a talk from the Chairman of the Parish Plan Working Group. Cllr Mrs Jeffreys will introduce the meeting and give her Chairman's address following the speakers. Councillors were asked to be at the hall by 7pm to help put out chairs etc. The Chairman asked Councillors to let her know any particular topic that they would like her to include in her speech.

**15/082 PARISH PLAN OPEN DAYS:** The Open Days have been scheduled as follows:

- Saturday 16<sup>th</sup> May Old Groombridge St John's Church 10.30am to 12.30pm
- Saturday 16<sup>th</sup> May Ashurst Village Hall 3pm to 4.30pm
- Saturday 23<sup>rd</sup> May Speldhurst Village Hall 10.30am to 3pm
- Saturday 20<sup>th</sup> June Langton Green Village Hall 10.30am to 3pm

This was the last Full Council meeting before the initial Open Day meetings on May 16<sup>th</sup> and Councillors were asked to advise the Clerk of dates and times when they could attend the meetings. Councillors asked if Ken Howes, Chairman of the Working Group, could give them a brief note on what they would like them to say to members of the public.

**15/083 CHAIRMAN'S REPORT:** Cllr Mrs Jeffreys' report on the Parish Chairmen's meeting had been circulated. She advised that there will be TWBC briefings on the Community Infrastructure Levy in due course. She said that

letters will be sent to the Schools soon about the Parish Council awards and these will be presented by the new Chairman.

**15/084 COMMITTEES:** The Clerk advised that there will have to be some changes to committees to accommodate the new Chairman and retiring Chairman. He asked Councillors to confirm before the meeting on 18<sup>th</sup> May which committees they would like to consider being a member of and recommended that Councillors are on a minimum of three committees.

**15/085 COMMITTEE REPORTS:**

- a) **Governance** – A Committee meeting was held on 23<sup>rd</sup> March and the minutes have been circulated. It was **RESOLVED** to accept the recommendation of the Committee and approve the annual review of all the following policies and terms of reference
  - i. Complaints policy
  - ii. Co-option policy
  - iii. Internal Financial Control
  - iv. Grants policy and application form
  - v. Winter weather policy
  - vi. Governance and Internal Audit – Terms of Reference
- b) **Planning** – Committee meetings were held on 3<sup>rd</sup> and 24<sup>th</sup> March and the minutes have been circulated. A meeting was also held immediately prior to this meeting on 13<sup>th</sup> April and the minutes will be circulated in due course. Cllr Mrs Horne advised that there are a number of applications currently in respect of David Salomons Estate and Mill Farm and they will all be considered by Tunbridge Wells Borough Council Planning Committee and not determined by Planning Officer delegated authority.
- c) **Amenities** – The next meeting is on 30<sup>th</sup> April. The Clerk reported that a quotation has been received and accepted for the repairs to the sandstone piers at the entrance to LGRG.
- d) **Air Traffic** – Cllr Barrington-Johnson reported on the recent meetings at High Weald Councils Aviation Action Group (HWCAAG) and after considerable discussion it was **RESOLVED:**
  - i. By a vote of 8-2 with 1 abstention **not to support** the proposal that HWCAAG be a cosignatory of a common objectives statement with other Action Groups. (There will be a vote on this in the next HWCAAG meeting and it was noted that if the vote supports by majority the cosignatory by HWCAAG, Speldhurst Parish Council will have to decide what it wishes to do with respect to HWCAAG membership but this does not need to be considered at this stage)
  - ii. To endorse the HWCAAG letter sent by Cllr Streatfeild (Chairman of HWCAAG) to Gatwick Obviously Not (GON) in support of its judicial review in confirming that the action reflects widespread concern within the HWCAAG represented Parishes. It was emphasised that this retroactive support does not have any financial commitment for the Council.
- e) **Footpaths** – Cllr Milner reported that Speldhurst Allotment Committee have raised a concern over the siting of the barrier on the footpath between the Village Hall and Barden Road. This will be considered by the Amenities Committee. Cllr Mrs Podbury will confirm with Sheila Passmore how and where she would like the dedication to her husband, Alan, displayed. It was noted that the gate to the new playground in Speldhurst was broken. Cllr Mrs Horne asked when the dog bin by the entrance to Shadwell Woods was to be installed. The Assistant Clerk said that the owner's permission had not yet been requested.
- f) **KALC (Kent Association of Local Councils)** – there was nothing to report.
- g) **Parish Plan Working Group** – Meetings were held on 11<sup>th</sup> March and 9<sup>th</sup> April and the notes have been circulated. The next meeting is on 13<sup>th</sup> May immediately followed by the first of the Open Days – see 15/082 above.
- h) **Environment Working Group** – there was nothing to report.
- i) **First World War Working Group** – Cllr Langridge reported that the showing of War Horse on The Green is planned for June or September this year and that the organising committee may seek a grant from the Parish Council to support the showing.
- j) **Security** – See 15/079 CCTV above.

**15/086 OTHER MATTERS ARISING FROM THE MINUTES OF 2<sup>ND</sup> MARCH 2015:** There were none.

**15/087 CORRESPONDENCE RECEIVED:**

1. Letter dated 13 March from Greg Clerk MP forwarding a reply from Kris Hopkins MP, Minister for Local Government, regarding our letter on council tax referendum principles. Government has decided not to extend the referendum requirement to parish and town councils for 2015/16 but will review it if Councils do not behave responsibly.
2. BT brochure – adopt a kiosk
3. Letter dated 12 March from Samaritans thanking the council for its generous grant
4. Report Summary on Affordable Housing by Rural Housing Policy Review
5. Email dated 20 March from TWBC re collapse of Aylesford Newsprint informing of the removal of the blue re-cycling bank
6. Telephone call from a resident complaining of graffiti on speed camera and litter on road between All Saints' Church (both reported)
7. Letter from DW LLP confirming completion of the deed of variation on the pavilion
8. Email dated 23 March from owners of Ashurst Place complaining that walkers had cut wire and opened a metal gate on their land – this was because Abbott had closed off the footpath into the LGRG. It has been resolved now that the footpath has been re-opened.
9. Letter dated 23 March from UK Power Networks – inventory of unmetered supplies (our street light in Old Groombridge)
10. Email dated 25 March from Paul Harvey who noticed the Police van parked in the car park at SPVH. He had not seen it before.
11. Came & Co Spring edition of Council Matters
12. CPRE Kent Voice Spring/Summer edition
13. CPRE Countryside Voice Spring edition
14. Letter dated 31 March from Mark Oddy from Speldhurst Allotment Gardens thanking SPC for facilitating and funding the upgrade to the footpath
15. KCC Inside Track – Issue 225 dated 27 March
16. KALC information pack 2015-16
17. KCC 7<sup>th</sup> Rail Summit on Monday 18 May
18. Letter from Unity Trust advising of changes to payment processing. The sort code is changing.
19. RBS Rialtas (they run the book-keeping system) advising of a system upgrade
20. Email dated 1 April from KALC regarding NALC policy Consultation on Local Government Ombudsman
21. Email dated 7 April from a resident requesting a traffic survey and reduction in speed limit on Stockland Green Road
22. Letter dated 10<sup>th</sup> April from South East Water advising of water main replacements in Fordcombe Road, Penshurst between 13<sup>th</sup> April and the end of May

**15/088 DIARY DATES:**

**Tuesday 14<sup>th</sup> April** – HWCAAG meeting – Chiddingstone (cancelled)

**Monday 27<sup>th</sup> April** – Annual Parish Meeting – LGVH

**Wednesday 29<sup>th</sup> April** - Internal Auditor 2pm

**Thursday 30<sup>th</sup> April** – Amenities meeting

**Wednesday 6<sup>th</sup> May** – Governance Meeting

**Thursday 7<sup>th</sup> May** – Election

**Wednesday 13<sup>th</sup> May** – Parish Plan Working Group

**Saturday 16<sup>th</sup> May** – Parish Plan Open Day 10.30am-12.30pm St John's Church

**Saturday 16<sup>th</sup> May** - Parish Plan Open Day 3pm-4.30pm Ashurst VH

**Monday 18<sup>th</sup> May** – Annual Statutory meeting of the Parish Council – LGVH

**15/089 ITEMS FOR INFORMATION:**

Cllr Mrs Podbury reported that there is a lot of litter in Lower Green Road.

Cllr Mrs Hull enquired about the clearing of fly-tipping. The Assistant Clerk said it is usually cleared quite quickly by TWBC unless it is on privately owned land.

Cllr Mrs Jeffreys thanked all Councillors and the Clerks for all their hard work during her time as Chairman.

There being nothing further to discuss the meeting closed at 9.29pm

Chairman