

HORSMONDEN PARISH COUNCIL

A PARISH COUNCIL MEETING WILL BE HELD IN THE VILLAGE HALL ON MONDAY 4TH
SEPTEMBER 2017 AT 7.30PM

AGENDA

Please note that although members of the Public and press may not orally report or comment about a meeting as it takes place, they may a) film, photograph or make an audio recording of a meeting; b) use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or c) report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

All members of the council are respectfully requested to ensure that they are familiar with the details of each item listed on the agenda, prior to the meeting, by reading the relevant papers and emails or following the links provided.

Declarations of Interest (in accordance with the Members' Code of Conduct): If a Member has a prejudicial interest, this should be declared at the start of the meeting. Personal interests may be declared at this point or alternatively can be declared at the time when the specific item is being discussed, if a Member wishes to speak on an item in which s/he has a personal interest. Members in doubt about such a declaration are advised to contact the Monitoring Officer before the date of the meeting.

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1. APOLOGIES FOR ABSENCE

2. PUBLIC SESSION (no decisions): Members of the public have the right to speak for up to three minutes at the Chairpersons discretion on issues concerning the Parish providing the Clerk has prior notification.

3. MINUTES OF PREVIOUS MEETING

Agree the minutes of the Annual Parish Council Meeting 3rd July 2017 and Planning Meetings 18th July and 15th August 2017.

4. MATTERS ARISING (no decisions)

5. PARISH COUNCIL FINANCE

5.1 Agree Parish Council accounts to 3rd September 2017 and settlement of invoices for this period (see appendix 1)

5.2 Chair to reconcile accounts with bank statement for period up to and including 11th June 2017

5.3 Chair to reconcile accounts with bank statement for period up to and including 2nd July 2017

5.4 Internal auditors report - comments. Confirm External Auditors examination of the audit 2016/17.

5.5. Quotations for managing the Institute repairs following the report from Surveyors, Brackets.

5.6 Completing direct debit for Smart Water –to manage invoices from Business Stream (who have taken over from Southern Water).

5.7 Tree works quotation for reduction of Red oak on the Village green

5.8 Quotations for laying 2 concrete plinths for benches on Village green

6. PLANNING APPLICATIONS

i) Current applications awaiting consideration by the council:

Planning Application No:	TW/17/02759/FULL
Proposal:	<u>Retrospective - Sub-division of upper floor to create a four-bedroom dwelling</u>
Location:	Park Farm Barn West Smallbridge Road Horsmonden Tonbridge Kent TN12 8EP

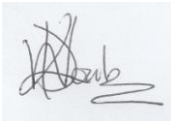
Planning Application No:	TW/17/02762/LBC
Proposal:	<u>Listed Building Consent - Subdivision of upper floor to create a four-bedroom dwelling (works commenced)</u>
Location:	Park Farm Barn West Smallbridge Road Horsmonden Tonbridge Kent TN12 8EP

Planning Application No:	TW/17/01487/FULL
Proposal:	<u>Retrospective - Installation of drainage works diverting water from drive into stream</u>
Location:	Swigs Hall Maidstone Road Horsmonden Tonbridge Kent TN12 8DG

ii) Any other planning business (no decisions can be made)

7. HIGHWAYS AND GROUNDS MAINTENANCE

- 7.1 Highways issues – footpaths, trees, roads, signs, verges, and markings (Hedge at Gibbett Lane?)
- 7.2 Street lighting
- 8. ADMINISTRATION**
- 8.1 Neighbourhood planning – discussion to decide whether the PC will support volunteers in developing a neighbourhood plan for Horsmonden.
- 8.2 Decide and agree co-option of a new parish Councillor to join the council with effect from 2nd October, following recommendation by the council’s Interview panel.
- 8.3 Booking of the Village Green for the Horsefair – Sunday 10th September 2017.
- 8.4 Booking of the Village Green by HoVEC for an Autumn Festival – 7th & 8th October 2017
- 8.5 Traffic Solutions- agree the next steps and quotations.
- 8.6 Institute lease - agree final wording.
- 8.7 Emergency planning – offer from KCC to try and organise an emergency plan exercise.
- 8.8 Computer updates following the end of Microsoft Office 2007 support.
- 8.9 Changes to the provision of local councils insurance by AON.
- 8.10 RoSPA report on Parish Play area.
- 9. CONSULTATIONS.**
- 9.1 Department for Digital, Cultural , Media and Sport - A new broadband Universal Service Obligation: consultation on design – response by 9th October 2017.
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/634016/USO_consultation_document.pdf
- 9.2 Lords Select Committee Call for Evidence on Citizenship and Civic Engagement –responses by 8th September 2017 <http://www.parliament.uk/documents/lords-committees/Citizenship-civic-engagement/Citizenship-civic-engagement-call-for-evidence.pdf>
- 9.3 Kent County Council – Rights of Way Improvement Plan. Responses by 17th September 2017.
<http://consultations.kent.gov.uk/consult.ti/rightsofwayimprovementplan/consultationHome>
- 9.4 Kent County Council - Local Flood Risk Management Strategy 2017-2023
 Responses by 8th October 2017
<http://consultations.kent.gov.uk/consult.ti/LocalFloodRiskManagementStrategy/consultationHome>
- 10. UPDATES (no decisions)**
- 10.1 Updates and meetings attended (updates and feedback from meetings attended and held by council members



Lucy Noakes

Clerk to Horsmonden Parish Council, 01892 724989

25th August 2017

APPENDIX 1

Accounts to 3rd September 2017

Horsmonden Parish Council Accounts as at 3rd September 2017

	Balances
Current account with Co-operative Bank PLC b/fwd 03.07.2017 (assuming all debits and credits have cleared the account)	£ 89,791.57
Deposit account with HSBC b/fwd 03.07.2017 (assuming all credits and debits have cleared the account)	£ 2.43
Long term Bond with HSBC	£70,000.00
interest on HSBC account	

Item	Ref	Receipts	Payments
SSE Contracting Ltd - June Street Lighting	401916		£ 71.26
B&CE Holdings - the Peoples pension - July contrib	D/D		£ 17.78
Mrs L D Noakes - July Salary plus overtime	S/O Flexi		£ 1,270.18

Mrs A Larkin - refund for clipboards	401917		£ 15.01
The Heath Stores - supplies for public meeting	401918		£ 8.45
Mr T J Simms - repairs to village shelter	401919		£ 58.80
W Filtress - cleaning benches, bins, shelter, boards	401920		£ 90.00
Darren Terry - Grovehurst Plumbing - replace tap	401921		£ 357.00
Young People Bus Services -April- June incl -street cruiser	401922		£ 945.00
RoSPA - annual safety check of play area	401923		£ 79.80
E.on Street lighting 01.04.17-30.06.17	401924		£ 492.75
SSE Contracting Ltd - July street lighting maintenance	401925		£ 71.26
Mr C J Couchman - July clock and play area checks	401926		£ 83.08
Tax and NI Mrs L D Noakes - July Salary	401927		£ 309.58
MLM Consulting Engineers Ltd - 90% of fees	401928		£ 4,374.00
Horsmonden Sports Club - grant towards mowing and maintenance	401929		£ 250.00
Specialist Hygiene Services Ltd _ June cleaning plus	401930		£ 246.61
Specialist Hygiene Services Ltd - July Cleaning	401931		£ 204.61
Tax and NI Mrs L D Noakes - August Salary	401932		£ 175.03
J Ralph Stevens - cleaning brick work at war memorial and Institute	401933		£ 390.00
PKF Littlejohn LLP - external audit fees	401934		£ 480.00
EJP Fire protection Ltd - Fire alarm and system at Institute	401935		£ 264.00
KALC - Chairman ship Information day	401936		£72.00
KALC - Finance Conference day	401937		£ 72.00
B&CE Holdings - The Peoples Pension - August contrib	D/D		£ 12.49
Mrs L D Noakes - Salary for August	S/O Flexi		£ 1,072.97
Mr C J Couchman - August Clock and play area checks	401938		£ 83.08
KALC - The Dynamic councillor day	401939		£ 72.00
MLM Consulting Engineers Ltd - Remaining 10% of fees	401940		£ 486.00
Darren Terry - Grovehurst Plumbing - repair mens tap	401941		£ 30.00
P J Electrical - Annual Safety check on VG Electricity box	401942		£ 144.00
Community Toilet scheme TWBC		£ 600.00	
Refund for electricity for Summer festival - HoVEC		£ 15.27	
Payment for two bench donations		£ 600.00	

Current Account with Co-operative Bank PLC as at 03.09.17 £ 78,708.10
(assuming all credits and debits have cleared the account)

All Accounts with HSBC as at 03.09.17 £ 70,002.43
(assuming all credits and debits have cleared the account)

TOTAL BANK: £ 148,710.53