



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

**MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY, 3rd OCTOBER 2016 at 7.30pm
IN THE PALMER ROOM, LANGTON GREEN VILLAGE HALL**

MEMBERS PRESENT: Cllrs Milner (Chairman), Mrs Jeffreys, Mrs Podbury, Mrs Price, Mrs Soyke, Allen, Kerby, Mercieca and Parker.

OFFICERS PRESENT: Mr C May – Clerk and Mrs K Plunkett – Assistant Clerk

IN ATTENDANCE: Borough Councillor David Jukes and County Councillor John Davies.

MEMBERS OF THE PUBLIC: There was 1 member of the public present, (see public open session).

16/189 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.

16/190 APOLOGIES FOR ABSENCE: Apologies received from Cllr Barrington-Johnson (holiday), Cllr Mrs Horne (family illness), Cllr Mrs Lyle (business trip), Cllr Turner (prior engagement)

16/191 DISCLOSURE OF INTERESTS: Cllr Mrs Jeffreys disclosed an interest in item 8j of the agenda.

16/192 DECLARATIONS OF LOBBYING: Cllr Mrs Podbury said she had been lobbied about aircraft noise.

16/193 MINUTES: It was **RESOLVED** that the Minutes of the Full Council Meeting on **5th September 2016** be approved as a correct record and signed by the Chairman.

16/194 BOROUGH AND COUNTY COUNCILLORS REPORTS: Borough Councillor David Jukes said that he had not been consulted about the proposed increases in parking charges in Tunbridge Wells. He said it is now proposed to increase by 10p per hour which is in line with inflation over the last 4 years. This is now in public consultation. Borough Councillor David Jukes also discussed the issue of rates on the North Farm industrial estate following B&Q's revelation that they had been granted a reduction in rates. A judicial review has now been requested into this issue.

The Clerk asked County Councillor John Davies about ISS's and whose responsibility maintenance and replacement of these devices is. John replied that if the device fails and can't be repaired then it has to be removed and the replacement cost is approximately £5k which is borne by the Parish Council if they originally installed the first device.

Borough Councillor Mrs Podbury said that a planning application for Northleigh Cottage on Barden Road has been re-submitted.

16/195 PUBLIC OPEN SESSION: Marianne Buckley represents the Langton Green Village Hall Trustees. She said she was pleased the repair works to the car park had been started. She also reported that there had been an

improvement in car parking as the bollard system was in operation to reserve places for village hall users. However the issue of footballers and the general public using the village hall toilets continues. The toilets should be for the exclusive use of village hall hirers but this is impossible to enforce. Marianne asked whether Councillors would consider installing toilets elsewhere on the recreation ground.

16/196 FINANCE COMMITTEE:

- a) There has not been a meeting since the last Full Council meeting.
- b) There have not been any budget virements.
- c) There has been one interim payment – the purchase of two items for the pavilion – hand towel dispensers and hand dryers at a cost of £151.30.
- d) The above payment was made under delegated authority, approved by the Chairman and the Clerk.
- e) The Clerk reported that the Government is proposing to cap Council Tax increases of Parish and Town Councils from 2017/18 and introduce the need for a referendum if the precept was above the cap. SPC will not be immediately affected because its precept is below the £500k threshold. However the Government is considering extending the cap to all Councils. NALC is fighting this on behalf of all Parish Councils.
- f) Cllr Mrs Jeffreys explained the reasons NALC is opposing the changes and how it would affect small councils who were being asked to take on more responsibilities from Borough and County Councils. It was **RESOLVED** to support NALC in its opposition to the DCLG proposal of capping and referendum for Parish and Town Councils.
- g) **RESOLVED** to approve a grant of £800 from St John’s Church for churchyard maintenance.
- h) **RESOLVED** to grant £1,000 to CAB.
- i) **RESOLVED** to defer the decision of granting an award to RELATE to the next appropriate meeting as there has been no response about the number of parishioners who have used the service over the year.
- j) Cllr Mrs Jeffreys left the room for the next agenda item as her house is next to the pond area in The Boundary. It was **RESOLVED** to approve the quote for maintaining the pond area of the Boundary. The Clerk said that £1,000 for maintenance which had been promised by TWBC had not been received. He understood that he should send invoices to TWBC up to the value of £1,000 instead. Borough Councillor David Jukes said that the Clerk should send him an email and he would investigate. Cllr Mrs Jeffreys returned to join the meeting.
- k) **RESOLVED** to approve the quote for 2 memorial plaques at a cost of £110 each.
- l) **RESOLVED** to approve the quote for repairs to the new bus stop on the A264 – at a cost of £1,918.50. As the damage was not reported within 30 days there is a possibility that this will not be covered by insurance but it is likely the insurance company will cover this and SPC will only have to pay the £250 excess. The Clerk said that future premiums are unlikely to be affected by the claim. As part of the repair the bus stop will be moved back by 200mm.

16/197 ACCOUNTS FOR PAYMENT: Invoices verified by Cllr Kerby.

To authorise the payment of invoices as listed

<u>Payee Name</u>	<u>Cheque/Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
Langton Green Charitable Trust	MT877	75.00	LGRG Rubbish Collection
Langton Green Charitable Trust	MT878	50.00	Office Underlease
Viking Direct	MT879	95.94	Stationery
Treework	MT880	192.00	Hedge cut footpath
Prestige Web Marketing	MT881	60.00	Website maintenance
PKF Littlejohn LLP	MT882	480.00	Annual audit fee
M Flemington	MT883	117.90	Salary and expenses
K Plunkett	MT884	604.44	Salary
K Plunkett	MT885	181.00	Expenses
C May	MT887	37.22	Expenses

Mr L Cooper	MT888	452.00	Groundsman's duties
RIP Cleaning Services	MT889	216.00	Canine Refuse collection
Sunstone	MT890	3,924.00	CCTV Pavilion installation
BT Plc	DD	30.00	Mobile
MR Lawrence	MT891	320.00	Mowing services
Premiere Digital	MT892	180.00	Open meeting posters
HMRC	MT872	3,651.30	Quarterly tax & NI
C May	MT886	1,237.27	Salary
HMRC	MT872	3,651.30	Quarterly Tax & NI (approved Sept)
KCC(KCS)	DD	207.76	Photocopier
Total payments		12,111.83	

*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

16/198 HIGHWAYS: A meeting was held on 22nd September.

- a) The Committee has proposed no changes be made to the terms of reference and it was **RESOLVED** to approve the terms as they stand.
- b) The Clerk said that he has not received a quote from Monson about the 20mph scheme yet. Cllr Parker asked whether there had been any progress with Gateways and the Clerk explained that there is a significant amount of work involved in village gateway schemes.
Cllr Milner said there had been some correspondence with Lisa Cooke about trying to get the speed limit in Speldhurst reduced. Cllr Mrs Price asked whether the 20mph scheme will be coordinated with the gateway installation and the Clerk replied that it would depend on finances. Cllr Milner said that 2 local residents, Irene Smith and Claire Watson have volunteered for Wealdon Speedwatch. He also said that Holmewood House School have asked to borrow the speed recording equipment. It was agreed that the school should be allowed to borrow it.
Cllr Mrs Soyke said that she is not happy with the north hedge of Ashurst Park which is encroaching on the A264 to the extent that it is impossible for two lorries to pass on certain stretches of the road. Cllr Mrs Soyke said to her knowledge the hedge had not been cut back for 15/20 years and needs to be cut back by at least 0.5m. Cllr Mrs Soyke was involved in an incident with a lorry on this stretch and the Police would not attend the scene as no one had been injured.

16/199 BOUNDARY CHANGE: Cllr Mrs Podbury said she had been to a Rusthall PC Meeting and they would like to add the churchyard in Nellington Road and Jockey Farm to their Parish. However the Clerk said that this would create an unusual boundary. Both Parishes have to agree all changes before progress with the boundary change process can be made.

16/200 YOUR LANDSCAPE – YOUR VIEW The Clerk reported that 3 members of the Planning Committee are attending the workshop. Cllr Mrs Soyke and Mrs Podbury are also attending. All Councillors were asked to send any comments they would like to be passed on at the workshop to the Clerk.

16/201 LANGTON GREEN RECREATION GROUND (LGRG):

- a) The Clerk reported that the Management Agreement can now be agreed.
He said that the issue of the pavilion requiring a separate bank account will be dealt with by the Finance Committee, the cost of Licenses can be dealt with under delegated authority and the terms and conditions of hire document can be reviewed by a small number of Councillors.
Cllr Milner suggested some minor amendments to wording and grammar on the Management Agreement.
He also asked about responsibility for cleaning the pavilion. Cllr Mrs Jeffreys said that LGSCA are employing cleaners for their use on Saturdays. Cllr Milner also asked whether the RRIM account will be sufficient to cover ongoing costs relating to the pavilion. LGSCA think that the pavilion will earn enough income to cover

costs but in the Agreement they promise to hold fundraising events to cover shortfalls. SPC will put £3,000 into the RRIM account initially.

SPC will manage the accounts of the pavilion and these will be kept separate from SPC accounts.

The Clerk said that there are 3 separate parties interested in running a café at the pavilion. Langton Green Primary School does not have the funds to make bookings at present.

- b) **RESOLVED** to approve the Management Agreement following minor suggested changes. Cllr Barrington-Johnson will sign the agreement. The Clerk, Cllr Mrs Jeffreys and Cllr Barrington-Johnson will approve the Hire agreement.
- c) The Clerk explained that SPC has been paying £25 per month towards rubbish collection at the Village Hall. He said this arrangement would cease if the pavilion enters its own rubbish collection arrangements. Marianne Buckley asked whether the village hall and the pavilion can share a bin. Cllr Mrs Soyke suggested that pavilion hirers can be asked to take away their rubbish – this could be included in the hire agreement. It was agreed to order a bin.

16/202 PARISH PLAN:

- a) The final report is now being printed and will shortly be ready for delivery to residents. Borough Councillor David Jukes asked for a copy.
- b) Councillors will be responsible for delivering the reports in the same way as Parish newsletters.
- c) Parish Plan will be an agenda item on all council meetings for the foreseeable future except for Finance and Governance. A working party has also been formed to cover areas not included in specific Committees. Cllr Barrington-Johnson, Milner and Mrs Price are members of the working group.

16/203 OPEN MEETING: The Clerk asked for Councillors to arrive at 7.00pm to help set up the main hall.

16/204 STAFFING MATTERS: The Clerk said that Withyham Parish Council are also advertising for an assistant clerk in all the same publications as SPC and at the local village schools. They are offering a higher hourly rate than SPC. He said that two people have shown an interest in the position with SPC.

16/205 COUNCILLOR TRAINING

- a) The Clerk said that KALC are running a course for new Chairmen on Saturday 5th November in Faversham.
- b) The Clerk said that KALC are running a course called 'The Dynamic Councillor' on Saturday 12th November in Rusthall. Cllr Mrs Price said she would like to attend.

16/206 LANGTON GREEN VILLAGE HALL TRUST: Marianne Buckley left the room. It was **RESOLVED** to approve Marianne Buckley as the SPC representative on the Charitable Trust for the next 12 months. Marianne Buckley re-joined the meeting.

16/207 REMEMBRANCE WREATHS: The Clerk will deal with these under his delegated authority.

16/208 CHRISTMAS TREES ON PARISH COUNCIL LAND

- a) **RESOLVED** to grant permission to put a tree opposite The Hare pub, to the Langton Green Village Society.
- b) **RESOLVED** to grant permission for Old Groombridge to put a Christmas tree on The Green.

16/209 CHAIRMAN'S REPORT: Cllr Barrington-Johnson sent reports from the recent KALC meeting and the Parish Chairman's meeting which he had attended. One of the topics from the KALC meeting was the lack of progress on 20mph schemes and that Cllr Mackonochie (member of JTB) wished to be kept informed of our progress.

16/210 COMMITTEE REPORTS:

- a) **Governance** – Cllr Parker said there had been no meeting but that one was scheduled on 20th October.
- b) **Planning** – A meeting was held on 6th September and 26th September and the minutes have been circulated. The next meeting is on 19th October.

- c) **Amenities** – Cllr Mrs Podbury said that a meeting is scheduled for 24TH October. She said that she had visited Pocket Park with the Clerk and the borders have deteriorated. The Clerk will speak to A1 Garden Services and the Groundsman about improving the area. Cllr Mrs Podbury said that maintenance work is also being undertaken to the LG playground equipment.
- d) **Air Traffic** – A meeting will be held in early November. The Clerk said that a standard response had been received to the Council's letter to Theresa May about alternative expansion options for airports. Cllr Mrs Podbury said that she had attended an HWCAAG meeting recently and had arranged for a noise monitor to be positioned in Speldhurst. Unfortunately the equipment was not working properly and so no readings were taken.
- e) **Footpaths** – there was nothing to report
- f) **Kent Association of Local Councils (KALC)** – A KALC meeting was held on 20th September (see Chairman's report)
- g) **Environment Working Group** – Cllr Mrs Price asked to meet the Clerk to discuss potential invitees for the working group's launch event – the workshop.

16/211 OTHER MATTERS ARISING FROM THE MINUTES OF 5th September 2016: No other matters.

16/212 CORRESPONDENCE RECEIVED:

- 1) Letter from Marie Curie charity asking to display a poster about hosting fundraising events
- 2) Letter from KCC enclosing copy of an Order made within the Parish – to be held with the Definitive Map and Statement of Public Rights of Way – the order relates to Public Footpath WT95 Speldhurst – the line of the Public Footpath has been diverted.
- 3) Correspondence from Ms Jennifer Dalloway from Stone Cottage, The Green regarding a Deed of Easement for her property. Cllr Mrs Jeffreys explained that this resident is selling her house and therefore the issue of parking has arisen. County Councillor John Davies said that Cllr Mrs Jeffreys should email him and he will clarify whether the proposed parking space is part of a village green or not.

16/213 DIARY DATES:

Monday 3rd – Full Council Meeting – Palmer Room

Thursday 6th – AGM LGVH Trustees, LGVH

Monday 10th – Annual Parish Meeting – Langton Green Village Hall

Tuesday 11th – Tunbridge Wells Landscape Workshop 4.30-6.00 drop in session, 6.00 – 7.00 workshop

Monday 17th – Finance Meeting

Wednesday 19th – Planning Meeting

Thursday 20th – Highways Seminar (TW Mercure Hotel) 9.00am-4.00pm

Thursday 20th – Governance Meeting

Monday 24th – Amenities Meeting

All meetings are in the office and start at 7.30pm unless otherwise stated.

16/214 ITEMS FOR INFORMATION:

- Cllr Mrs Price said that at a local plan review meeting, SPC were told they would be consulted. Recently we have been sent a list of facilities to check which was not the level of consultation she had expected.
- The Clerk said that he had emailed SGN about the re-opening of Speldhurst Hill and had received a reply to say that the road will be closed for an additional week. KCC had not notified SPC.
- The Clerk said that the Council had received a clear audit and the notices have been posted on all the noticeboards.

There being nothing further to discuss the meeting closed at 9.07pm.

Chairman