

**MINUTES OF HORSMONDEN PARISH COUNCIL MEETING**  
**HELD IN THE VILLAGE HALL at 7.30 P.M. ON MONDAY 8TH APRIL 2013**

**Present:** Cllr March (Chair)  
Councillors Davis, Stevens, Cheesman, Parker, Russell and Lawrence.

**In attendance:** Lucy Noakes (Clerk)  
6 members of the public  
  
Cllr McDermott (TWBC) for part of the meeting  
Lizzie Goodwin (TWBC- Ward walks)  
2 members of the public

**Declarations of Interest:**

Declarations of pecuniary and non-pecuniary interests in accordance with the Code of Conduct were invited.  
None were declared.

**1. APOLOGIES FOR ABSENCE**

Cllr Kerrigan (away)  
Cllr King - KCC (another meeting)

**2. SIGNING OF NEW COUNCILLOR DECLARATION – Mr. Sean Lawrence**

Mr Lawrence completed the Council's Declaration of Acceptance of Office and took a copy of the Registration of Interest Form for completion and return to TWBC. Cllr Lawrence then joined the meeting.

**3. PUBLIC SESSION**

Mr Eastwood (Pond Warden) came to the meeting to update everyone on the River Teise Project. He explained that the project was set up to make the river more usable and accessible and that the River Management group are looking for feedback from fishermen, landowners etc on how they can improve the River. There are also projects to get rid of pest species such as Himalayan Balsam and Giant Hogweed, and potential for clearing the river of pollution and improving the trout population. Mr Eastwood will keep the Parish Council updated once he knows which projects are going ahead so that they can advertise for volunteers if needed etc.

Lizzie Goodwin from TWBC came to let the Parish Councillors know about the Ward Walks which are planned for 4 days in July – Tuesday 16<sup>th</sup>, Saturday 20<sup>th</sup>, Monday 22<sup>nd</sup>, and Tuesday 23<sup>rd</sup> July. The ward walks are an engagement programme where Borough Councillors, Parish Councillors and wardens knock on doors in the area to ask parishioners a set of questions about the local area, its services, how long they have been there and any issues they may have. The Ward Walks hope to cover about 50% of the population and provide a good idea as to how happy residents are with local services etc. All points raised will be fed back to TWBC and there will be a newsletter after analysis to let local residents know the outcomes of points raised.  
The Parish Council are able to add to the question set if they wish.

It was suggested that Lizzie contact Ken Tutt and Nick May to discuss the Village Vision project, as they would not wish to ask similar questions about issue which are already being dealt with under this project.

**10.1 Chairman's update**

It was proposed by the Chair that Chairman's update be brought forward as Mrs Foster was waiting to update the council on the Music festival during this part of the meeting. Unanimous.  
Mrs Foster confirmed that the Bands will all be unpaid, which solves the problem of having to show their public liability insurance, as they are volunteers.

There will be a temporary events licence for the bar and the music. The Barn dance will be ticketed at £15 per head to provide for next year's marquee, hopefully. The professionals carrying out the Barn Dance will have their own public liability insurance cover which they can provide us with a copy of.

Food hygiene for the Ploughman's supper will be provided by Heath Stores, as they will organise this food.

The Saturday evening will be a free event, with Hog roast and BBQ provided by Anthony Hacker who has his own Public liability and will provide details for us.

Security for the marquee when it is not in use is being organised with a professional company.

Sundays event are to be organised and covered by the Church's own booking, which is separate, and a copy of our risk assessment should be emailed to Elisabeth Bowen so that the Church can carry out their own risk assessment for the day's events.

Mrs Foster mentioned that they wish to use hay bales at the Barn Dance to sit on. Clerk to check that this is ok with our insurance company.

Cllr March also mentioned under the Chairman's Update, the Sports Club's application for section 106 monies from Willard's Place. It was proposed from the Chair, and voted for unanimously, that the PC support the Sports Club's application for section 106 monies.

It was also suggested that the Clerk should contact the Kindergarten to inform them that they may be eligible to some of the section 106 monies also, if they wish to apply for money to improve the goal mouths at Lockett Green.

#### 4. **MINUTES OF PREVIOUS MEETING**

##### **Minutes of the Parish Council Meeting Monday 4<sup>th</sup> March 2013 and Minutes of the special meeting Tuesday 19<sup>th</sup> March 2013**

The minutes of the meeting held on 4<sup>th</sup> March were presented to the meeting and taken as read. It was proposed from the Chair that these be accepted, carried.

The minutes of the Special meeting held on 19<sup>th</sup> March were presented to the meeting and taken as read. It was proposed from the Chair that these be accepted, carried.

#### 5. **Matters Arising**

**Computers in the Institute** - It was suggested that Claire Reed now contact Call flow to see if they could come out and make the internet connection.

**First Registration of Village Green** – Clerk to pursue this and see what happens.

**Community Gardening Scheme** – Cllr Parker said that she would suggest that the Council pursue the last Sunday in September for the planting of the Crocus on the Green. Clerk to contact Paul Jones' family to see if they are free this weekend and would like to do this to commemorate Paul.

**Conservation Area Map** - Cllr Davis to pursue with Mark Stevens at TWBC.

**Christmas lights** – Clerk to contact Ed Bates at Goudhurst PC to see if he has any ideas on how we could do this.

**Institute Building** – bring this back to another meeting once computers installed at Institute.

#### 6. **PLANNING**

Planning Application No:	TW/13/00560/HOUSE000XG5BWBU000   <a href="#">Ash Oast School House Lane Horsmonden Tonbridge Kent TN12 8BJ</a>
Proposal:	Glazed link to provide annexe with direct access to garage and the heating/hot water boiler serving the annexe
Location:	Ash Oast School House Lane Horsmonden Tonbridge Kent
Recommendation:	Approval
Proposed:	Cllr Stevens, seconded Cllr Davis, Unanimous.
Comments:	Suitable development.

Planning Application No:	TW/13/00615/HOUSE000WEUBWBU000   <a href="#">Heathleigh House Maidstone Road Horsmonden Tonbridge Kent TN12 8JJ</a>
Proposal:	Replacement side extension and conservatory with associated works
Location:	Heathleigh House Maidstone Road Horsmonden Tonbridge Kent
Recommendation:	Approval
Proposed:	Chair, unanimous.
Comments:	Acceptable development and extension

## 6.2 **Report of Permissions Granted and Refused/Appeals lodged.**

Applications Granted

TW/13/00450/HOUSE – 5 Smallbridge Cottages Smallbridge Road, Horsmonden.

TW/12/03555/FUL – Church Farm House, Brick Kiln Lane, Horsmonden.

### **Appeals**

Appeal decision for Upper Hayman's Farm, Hayman's Hill, Horsmonden, TN12 8BX. The appeal was allowed and permission granted for an annex extension to the existing Farmhouse under application TW/12/010050

## 6.3 **Other Planning matters.**

None

## 7. **PARISH COUNCIL FINANCE**

### 7.1 **Parish Council Accounts to 31<sup>st</sup> March 2013**

The Clerk presented the accounts up to and including 31<sup>st</sup> March 2013, as shown below, to members of the council and the public. It was proposed by Cllr Stevens that the accounts be accepted, seconded by Cllr Parker and the vote for this was unanimous.

#### **Horsmonden Parish Council Accounts as at 31st March 2013**

	<b>Balances</b>	
Current account b/fwd 4.03.2013	£ 2,995.72	
Deposit account b/fwd 4.03.2013	£ 71,292.83	
Interest received (Deposit Account)		

<b>Item</b>	<b>Ref</b>	<b>Receipts</b>	<b>Payments</b>
Kent Association of Local Councils - Training	401197		£ 72.00
Post Office Ltd _ EDF -VG Box electricity	401198		£ 72.29
post Office Ltd - EDF - Electricity supply toilets	401199		£ 68.12
Horsmonden Village Hall - hire costs 2012/13	401200		£ 528.00
KCC legal fees for December 2012	401201		£ 43.20
KCC legal fees for January 2013	401202		£ 21.60
Mrs L Noakes salary plus overtime	S/O		£ 1,102.22
HM Revenue and Customs - Tax and NI L Noakes	401203		£ 175.83
Mr. CJ Couchman - March clock and play area	401204		£ 100.60
Mr. S Jones - scavenging March	401205		£ 76.90
Kent Association of Local Councils	401206		£ 72.00
SSE Contracting Ltd - maintenance for March	401207		£ 71.26
Specialist Hygiene Services Ltd - cleaning loos	401208		£ 178.71

Interest Current Account		£ 0.47	
KCC Grant For traffic survey		£ 990.00	
KCC Grant for Computers in Institute		£ 1,000.00	

Current Account as at 31.03.13 £ 7,403.46  
Deposit Account as at 31.03.13 £ 66,292.83

**TOTAL  
BANK: £ 73,696.29**

Cllr Parker mentioned that the Clerk should check on the Council's obligations for pension provision for employees. It was also requested that the Clerk clarify the situation with Mr Jones and Mr Couchman's work for the council with the internal auditor. When the Clerk last checked with HMRC Mr Jones and Mr Couchman were confirmed to be self employed.

## **7.2 Quotations for maintenance contract for Village Green.**

The Clerk presented three quotations for mowing of the Village Green, strimming the edges, cutting off the lime suckers and planting up the four containers around the green. All three companies quoted varying amounts for each job; some were cheaper for one job, but more expensive than others for another job. Bearing this in mind and the fact that Duke are already employed by the Council to carry out other maintenance jobs around the village and have historically done other jobs free and gratis for the Parish Council, it was proposed by Councillor Stevens that Dukes contract be extended to carry out the mowing to the Village Green. This was seconded by Councillor Cheesman and voted for unanimously. It was suggested that the Council offer Dukes a one year contract and this be added to the existing maintenance contract for a further year ending 31<sup>st</sup> March 2014. It was added that the Council have always been happy with the works carried out by Dukes Contracting. Clerk to notify those who tendered for this job.

It was suggested from the Chair that the Council allow the Sports club to continue using the gang mowers without charge until the council were able to decide what to do with them, and that if during this time the mowers were broken, the sports club would be responsible for their repairs. Unanimous. Clerk to write to Martin Devenish about this.

## **8. HIGHWAYS AND GROUNDS MAINTENANCE**

### **8.1 Highways issues – footpaths, trees, roads, signs, verges, markings**

The following issues were raised:

- Clerk to chase Earl Bournier KHS about the gulley clearing regime.
- Pot hole to be reported to KHS at Lamberhurst/ Spelmonden junction.
- Hedges – hedge needs cutting just before Gaffords Cottages on left hand side of Maidstone Road (could be part of Bassets farm).
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### **8.2 Street lighting**

The Clerk has been dealing with a number of problems with streetlights which have been out for various reasons.

## **9. ADMINISTRATION**

### **9.1 Village Green Booking –Mr. Kellas – booking for Morris men on May Day**

It was proposed from the Chair that the booking for May Day be allowed to go ahead, assuming all the correct documentation. Unanimous.

### **9.2 Village Green booking - Plant sale 11<sup>th</sup> May 2013**

It was proposed from the Chair that the booking for the Plant Sale be allowed to go ahead assuming all relevant documentation is received by the Clerk. Unanimous. Clerk to send Jenny Webb's email address to Cllr Parker.

**9.3 Village Green booking – TWBC Family Fun Day – 21<sup>st</sup> August 2013**

The Clerk had received an enquiry about booking the Green again for a Fun in the Sun day held by TWBC. This would include free activities on the Green for Children and youngsters and could include a climbing wall or Skate Park as previously. Cllr Stevens proposed acceptance subject to receiving all the necessary documentation. Seconded Cllr Parker, unanimous.

**9.4 Copying PC emails to Borough and Kent County Councillors – should they sign a confidentiality agreement?**

Cllr March had suggested that it might be a good idea for the clerk to include Alex King (KCC) and Alan McDermott (TWBC) in all email correspondence to keep them up to date with certain situations. However some members felt that this would mean sending an unnecessary amount of emails through to Borough and County councillors who may not be interested in everything which the PC is pursuing.

Cllr Davis proposed that the clerk should not send any emails to Borough or County Councillors unless it was with regards to a specific issue which they would be interested or involved in, at the Clerk's discretion. This was seconded by Cllr Parker, unanimous.

**9.5 Love where we live awards.**

The following entries for each category were suggested:

Ethical Business: Heath Stores

Individual Hero: Les Bateup, for his dedication in up keeping the green over the years.

Lifetime Achievement Award: Ewen Kellas for his dedication to the Social club and village events.

Sports Achievement: Richard Norman for his darts playing.

Best Group: Horsmonden Social Club

Charity of the Year: Kindergarten

Cllr March proposed that these nominations be put forward. Unanimous.

The Closing date for putting forward proposals for each category is 1<sup>st</sup> August 2013.

**9.6 Land registry notice regarding an Application to incorporate Parish Council land to residential curtilage**

The Clerk had been liaising with KCC to see how they were going to pursue this issue over the piece of land owned by them. KCC had responded to the effect that they were very unlikely to object to the Hall's claim for adverse possession of this piece of land.

Cllr Lawrence proposed that under the circumstances the Council should not raise any objection to the claim for adverse possession. This was seconded by Cllr Russell, unanimous. Clerk to let the Hall's know as well as Land registry.

**9.7 Public conveniences**

The Clerk had received notification from Andrew Bell that he would pursue Building Regulations shortly. He advised that as the Council did not wish to start the works until October, he thought it best not to send out tender documents until June at the earliest as prior to this, companies would be unlikely to know their schedule of works for October.

Clerk to write to cleaning company to give them advanced warning that the loos will be closed for 6 weeks commencing beginning of October and that the cleaner will not be required to attend the loos during this time.

**10. CORRESPONDENCE/UPDATES**

**10.1 Chairman's update**

Cllr Russell asked if he could raise the issue of allowing other group s to use the projector in the Village Hall. As the grant monies had been given to provide a projector for village use, it was suggested that the projector could be made available to those hiring the hall, although this would take some careful planning to ensure that the users that the correct soft ware on their computers and all the necessary remote controls and knowledge. Clerk to put together a package which can be handed to users if necessary.

**10.2 Cllr Russell report back on Neighbourhood Planning. Council's decision on NH plans.**

Cllr Russell updated the Council following his training session on this topic. He pointed out the Neighbourhood planning is a very different mechanism to a Parish Plan. The process is specified and uses expert advice. The draft plan is subject to an independent examination and then approved in a local referendum. If it is approved, it then becomes a statutory planning document which must be taken into

account when making planning decisions. It is not a mechanism to prevent development, it simply identifies where the local community accepts that development can take place. A neighbourhood plan can be carried out at parish level or between a group of parishes working together. Bearing this information in mind, it was proposed by Cllr Russell that the PC should not wish to take forward the Neighbourhood planning process at the present time, but will review the situation in 12 months time. Seconded Cllr Stevens, carried.

**10.3 Site Allocations Development Plan Document Consultation - 18/03/13 to 24/05/13 [www.tunbridgewells.gov.uk/allocations](http://www.tunbridgewells.gov.uk/allocations),**

Cllr March explained that TWBC had agreed to build 6000 new dwellings between 2010 and 2026. She pointed out that if this figure had not been agreed then, it might have been substantially higher. The main targeted area in the borough for housing are Tunbridge wells and Southborough, Paddock wood, Cranbrook and Hawkhurst.

Some new infrastructure is also planned at Paddock wood. It was suggested that in order for rural areas to access this infrastructure there should be better public transport.

Cllrs Kerrigan, Parker and Davis to look at this and report back in May meeting.

The Councillors also considered the request for comments regarding the Housing Allocations Policy and it was decided that they had no valid comments to make on this matter at present.

**10.4 Views on KCC proposals for street lighting – see [http://www.kent.gov.uk/roads\\_and\\_transport/highway\\_maintenance/street\\_lights/next\\_steps.aspx](http://www.kent.gov.uk/roads_and_transport/highway_maintenance/street_lights/next_steps.aspx)**

It was proposed from the Chair that the PC were happy to support KCC's proposed trial with street lighting and would look forward to receiving an update of results once available. Unanimous.

The meeting closed at 11.05pm