



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

**MINUTES OF A FULL COUNCIL MEETING
HELD ON MONDAY, 1st NOVEMBER 2010 at 7.30pm
IN THE ASHURST VILLAGE HALL**

MEMBERS PRESENT: Cllrs. Mrs Jeffreys (Chairman), Mrs Podbury, Mrs Hull, Mrs Soyke, Brown, Ellis, Langridge, Milner, Parker, Pendleton and Wheeler

OFFICERS PRESENT: Chris May, Clerk; Mrs M Flemington, Assistant Clerk

Borough Councillor David Jukes (left the meeting at 8.45pm)
PC Rachel Howson – Kent Police (left the meeting at 7.50pm)
PCSO Lee Jules – Kent Police (left the meeting at 7.50pm)
Helen Kitchener – The Courier (left the meeting at 9.20pm)

APOLOGIES FOR ABSENCE: Cllr Mrs Paulson-Ellis (family commitment), Cllr Mrs Waters (family commitment)

The Chairman introduced PC Rachel Howson Neighbourhood Policing Officer and PCSO Lee Jules of Kent Police. PCSO Lee Jules has been in post for one month. There is a new shift pattern with PC and PCSO cover between 8am and 11pm. A new PC is in post at Southborough and he can provide speed watch training. Kent Police are now using restorative procedures as well as tickets for speeding offenders and they are available for giving talks in local schools.

PC Howson confirmed that Kent Police are using Twitter but it is only updated by a specified PC and not by all Officers and PCSOs.

The Clerk asked about the 'quantifiable record of personal injury' statistics which are always quoted by KHS. PC Howson will ascertain if the Parish Council is able to have access to these records and she is happy to support requests for safety procedures in the parish to KHS.

Cllr Mrs Jeffreys asked what the Parish Council can do with its own speed watch figures. PC Howson said they should be sent to her.

PC Howson will enquire about the 'Crash Remedial Measure (CRM) Programme for 2011/2012' referred to in the letter from KHS.

PC Howson reported that Paddock Wood Primary School has recently carried out a very successful parking poster campaign.

Cllr Pendleton enquired, and PC Howson confirmed that their details can go on the new Parish Council Website.

10/151 DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST:

Personal & Prejudicial – The clerk - approval of his overtime (10/155i)

10/152 DECLARATIONS OF LOBBYING: No declarations were received

10/153 MINUTES: The Minutes of the Full Council Meeting held on 4th October 2010, having previously been forwarded to Members, were approved and signed. Cllr Brown said that his comments regarding improvements to

the website were not included in the previous meeting's minutes but it was explained to him that the website is work in progress and his comments would be dealt with in due course.

The Minutes of the Open Meeting held on 11th October 2010, having previously been forwarded to Members were approved and signed subject to spelling of two names of members of the public being amended to 'David Howden' and 'Simon Dean'.

10/154 PUBLIC OPEN SESSION: Borough Councillor David Jukes reported that he has requested traffic wardens to patrol in Langton Green. He also advised Councillors that he gave his card to John Burroughs at the Open Meeting after Mr Burroughs had expressed his concern about the land outside the Old Watson Hall but that he has not heard from him.

10/155 REPORT ON THE OPEN MEETING HELD ON OCTOBER 11TH 2010: Over 50 members of the public attended and there was a majority vote in favour of a similar meeting next year. Cllr Langridge reported that the feedback from the community was generally good. Cllr Milner asked whether in future years questions from residents should be answered by other Councillors and not just the Chairman, and that some residents spoke too often and on the same subject. Cllr Parker said that it was a successful act of democracy but a clearer format of presenting the financial information to residents should be used next year. Cllr Mrs Hull raised the matter of 'developing the address register' from the 2011 Census leaflet and that there are a number of anomalies in the outlying rural areas at the boundaries of the Parish. Any known corrections should be notified to Holly Goring at TWBC. Cllr Mrs Jeffreys agreed that there was room for improvement next year.

10/156 FINANCE COMMITTEE – Report by Cllr Parker

- i) The Clerk left the room. It was **RESOLVED** that the Clerk's overtime was approved. An increase to the Clerk's regular hours is to be discussed at the Finance Committee meeting on 8th November. The Clerk rejoined the meeting.
- ii) Cllr Parker reported that the Finance Committee had authorised (by email) the Clerk to attend the SLCC Regional Conference at a cost of £55.00.
- iii) He reported that the Committee had authorised (by email) a payment to Speldhurst Netball Club of £357.00 for their affiliation fees.

10/156 ACCOUNTS FOR PAYMENT – October 2010 – Invoices verified by Cllr Mrs Soyke

<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
Southern Water	940	£23.95		Pavilion Water
Speldhurst Netball Club	941	£357.00		Membership Fees
Treework	942	£1,222.00		LGRG trees
Direct Technical	943	£20.35		Lighting Contract
SLCC Enterprises Ltd	944	£64.62		Conference
BT PLC	945	£29.79		Mobile
EDF Energy	946	£161.06		Electricity - Pavilion
R G Harvey	947	£95.00		LG Village Sign Maintenance
El Parido	948	£293.75		Questionnaire Report Design
BT PLC	949	£35.97		Telephone Bill 533501
Viking Direct	950	£146.71		Stationery
Flo Print	951	£740.00		Questionnaire Report Print
SLCC	952	£151.00		Annual Membership
RIP Cleaning Services	953	£105.75		Dog Bins
KALC	954	£352.50		Finance Conference
Premiere Digital	955	£165.00		Open Meeting Flyer
LGCT	956	£36.00		Meeting Rooms
M R Lawrence	957	£1,200.00		Various Maintenance
HMRC	959	£649.81		NI & Tax
M Flemington	960	£386.50		Salary
M Flemington	961	£66.68		Expenses
C May	962	£1,254.74		Salary
C May	963	£226.89		Expenses

Rymans	964	£22.15	Stationery
Mr L Cooper	958	£100.00	Groundsman Payment for October
Total		£7,907.22	

Two direct debit mandates for EDF and Southern Water were also approved and signed

10/157 HIGHWAYS REPORT

- i) The Clerk reported on the County Operations Parish Seminar he attended on 27th October. It covered gully cleaning and winter operations, road safety and budget cuts. John Burr, the Director of KHS addressed the conference and stated his list of priorities within the limitations of the budget which were highways surfacing; Customer satisfaction; Improvement in the quality and detail of the work; KHS were negotiating for a new contractor; Community engagement – spending where communities want it; and he said that there was to be no middle ground – if there was no money communities would be told that their request was not possible.
- ii) ISS installations in Ashurst and Groombridge are due to take place during week commencing 1st November.
- iii) The Clerk has received a letter from KHS confirming that the county wide speed limit review will no longer go ahead and any road improvements that we had requested would not go ahead unless there was a quantifiable personal injury record.
- iv) It was **AGREED** to accept the quote from Monson Engineering for £750.00 plus VAT for preparing drawings for the improvements to the land outside The Old Watson Hall.
- v) **The Clerk will email the results of the recent speed watch checks to Kent Police.**
- vi) Speed watch training and refresher training are available with Kent Police. Dates to be agreed in conjunction with the Clerk. Cllrs Mrs Hull, Mrs Podbury, Mrs Soyke, Brown, Langridge, Milner, Parker and Pendleton all required re-training and it was suggested that teachers might be interested in this.
- vii) If KHS decide to provide the Parish with a one tonne bag of salt it was **AGREED** that it will be at the Langton Green Recreation Ground.
- viii) Concern was expressed that the TW Community Safety Unit report of 14th October on Groombridge was on Twitter but was not brought directly to the attention of the Parish Council.

10/008 PARISH COUNCIL WEBSITE:

The website is work in progress. The Clerk and Councillors Langridge and Pendleton will meet in November before the December Full Council meeting and review what needs to be changed. The Clerk reported that updating of the website is being carried out promptly.

2249 PARISH COUNCIL OFFICE: The apportionment of costs has been agreed. A meeting is to be held on 15th November to discuss the next steps forward. This will be attended by Cllrs Mrs Jeffreys, Mrs Soyke and the clerk with LGCT Trustee Trevor Palmer.

10/158 CONSIDERATION OF THE REORGANISATION OF PARISH COUNCIL COMMITTEES TO INCLUDE A HIGHWAYS COMMITTEE:

The Clerk proposed that a new Amenities Committee be set up in place of the Recreation Committee to cover not only the Langton Green Recreation Ground (LGRG) but all other Parish Council property, works and maintenance with 6 Councillors on the Committee. It was **AGREED** that this Committee will be set up and hold its first meeting in the New Year.

The Clerk proposed that as highways matters are now such a significant part of the Parish Council's work a new Highways Committee be established with 6 Councillors on the Committee. It was **AGREED** that this Committee will be set up and that interested Councillors would contact the Clerk.

10/159 APPROVAL OF THE CLERK'S JOB DESCRIPTION: This was discussed and it was suggested that 'and committees' should be inserted after Councillors in part one, bullet point four. The Clerk will decide if it is necessary to change the title to include 'and Responsible Financial Officer to the title 'Duties of the Parish Clerk'.

10/160 CONSIDERATION OF THE REQUEST FROM THE POST OFFICE TO MOVE THE POST BOX FROM THE OLD POST OFFICE TO ONE ON OUR LAND: Councillors discussed the request in some detail and decided that it was inappropriate for the post box to be re-located on the proposed site and the **clerk was requested to advise the Post Office** that Councillors wished them to reconsider and re-site the box along the main road closer to the Old Post Office.

10/161 CONSIDERATION OF REQUEST BY THE ROUND TABLE TO PLANT 300 CROCUSES ON PARISH COUNCIL LAND BY THE VILLAGE SIGN: This was **AGREED**.

10/162 CHAIRMAN'S REPORT: Cllr Mrs Jeffreys reported that she is attending the Parish Council Chairmans' meeting at TWBC on 2nd November. She is also attending the Trustees fund-raising function at LGVH on 27th November along with other Councillors.

10/163 COMMITTEE REPORTS

- i) Governance Committee – Cllr Mrs Jeffreys reported that there had been no meeting since the last Full Council meeting and that the Risk Assessment will be dealt with after the Precept.
- ii) Planning – Cllr Mrs Podbury reported that the TWBC planning website is greatly improved.
- iii) Parish Vision – Cllr Mrs Podbury reported that the cheque for £1,250.00 has now been received from ACRK. She felt that the project was at a crossroads and asked Councillors for their opinion as to whether the committee was still required. Members believed that it was important that the project should continue at least for another year and Cllr Mrs Jeffreys suggested that they revise their TOR and advised that all Councillors should regularly refer to the Parish Vision Action Plan. Cllr Mrs Jeffreys will have a meeting at Speldhurst School in the near future.
- iv) Recreation Ground – Cllr Ellis reported that the Recreation Committee, at its meeting held on 25th October proposed that three dog mess bag dispensers and one additional bin be purchased and installed at LGRG at a total cost of approx. £1,500.00. This was **AGREED**. It was also proposed that the pavilion is given an industrial type clean twice a year and possibly the toilets and basins are cleaned more regularly. The Clerk will investigate the costs and this together with upgrading of the pavilion will be considered in the New Year by the Amenities Committee. Cllr Ellis also reported that the trees have been trimmed.
- v) Footpaths – Cllr Milner had circulated his report prior to the meeting. He reported that the removal of the tree guards from Shadwell Wood had been a great success. Cllr Mrs Hull stated that Cllr Milner should be thanked for all his hard work in organising this project and that several favourable comments have already been received from residents about the improvements. It was **AGREED** that Cllr Milner will contact the new owners of '18 acre' field in Speldhurst regarding the surfacing of the HWW public footpath where it runs through it. He will fill in the forms for the TPO Consultation document. He advised that the current budget of £150 is for tools and that it is not considered a good use of funds to pay for a chainsaw and chainsaw training. He would be grateful to have further committee members if any Councillors are interested. It was **AGREED** that the Clerk will, if necessary, purchase the container and sleepers (on receipt of an invoice made out to the Parish Council) on his credit card and be reimbursed by the Parish Council.
- vi) KALC – Cllr Brown reported that he and Cllr Mrs Podbury are attending the AGM on 13th November and will prepare a written report. Cllr Mrs Hull is attending a local meeting on 9th November.
- vii) Local Needs Housing – Cllr Wheeler reported that a meeting is being held on 5th November with ERHA and TWBC regarding progress on site 15 in Speldhurst. It was **AGREED** to accept the offer from TWBC that Langton Green and Rusthall residents may put their names on the housing register for consideration for six flats on the Middlefield development. Residents of Langton Green would have to be advised of this opportunity.
Cllr Pendleton said that this offer should not detract from the Council seeking its own identity for Langton so that it could have its own local needs housing. It was confirmed that this was the case.
- viii) Environment – Cllr Brown reported that three members of the public have joined this Committee and the Terms of Reference are being reconsidered and would be presented at the next meeting for approval. He also reported that Alan Ford's Nature Watch will now go to all four village magazines.

10/164 OTHER MATTERS ARISING FROM THE MINUTES OF 4TH OCTOBER 2010

The Remembrance Poppy Wreaths have been delivered.

The Ward Walks have been postponed until 2012.

The Clerk has reported the faded white lines on Barden Road and the broken BT cover on Speldhurst Hill. Cllr Milner attended a Seminar on the subject of 'The Big Society' where the amalgamation of similar but struggling charities was promoted.

Cllr Mrs Podbury reported that the Terms of Reference of the Planning Committee make it clear that the Parish Council should not have any direct discussions with the owners or architects in respect of the Bradley's site.

Cllr Langridge reported that he is meeting Len Cooper LGRG Groundsman to write an article for Langton Life.

Cllr Langridge requested that any comments on the newsletter be emailed to him. He will investigate whether Langton Life distributors could be used for delivering the newsletter in Langton Green. It was **AGREED** by a majority vote that the newsletter will be published in December after the Full Council meeting with details of the precept as the lead article. Cllr Mrs Jeffreys thanked Cllr Langridge for all his hard work in preparing printed publications and newsletters.

10/165 CORRESPONDENCE RECEIVED

- i) Email from Mr Wiseman who lives at 12 Roopers, requesting on behalf of himself and the neighbours at 14 and 16 Roopers that the trees be reduced in height and spread. The site was visited by the clerk with Treework but no quote was forthcoming in time for the meeting. **No decision was made**
- ii) Telephone call from Mrs Judy Price of Furzefield Avenue offering her services as a Town Planning Consultant free of charge – she was concerned that road signage was required to improve matters but at the cost of urbanisation and areas could be made simpler and de-cluttered. (01892 863102 email judy@emailprice.net)
- iii) Mrs Sonia Law of 22 Northfields telephoned the Chairman regarding a problem she has with building that is going on at present at her neighbour's house. **Cllr Mrs Jeffreys will visit Mrs Law**
- iv) Letter dated 18 Oct from KCC re "Proposed Changes to Planning Application Validation Process" (forwarded to Planning Committee).
- v) Letter dated 15 Oct from "Applause" – Updated Availability for Spring 2011
- vi) Letter and 4 Autumn/Winter Newsletters from Kent High Weald Partnership
- vii) Letter dated 20 Oct from Professor Pynsent of Brooke House, Speldhurst replying to our request to trim his trees/hedge back so that motorists leaving Bradleys can see oncoming traffic. He also thanks SPC for their careful consideration of the Bradleys application. He apologised for not attending the Open Meeting.
- viii) Letter dated 7th October from Poppy Appeal thanking us for the contribution.
 - ix) Letter dated 22nd September from Victim support (but did not arrive until Oct) asking for financial assistance. An email was sent asking for details of how their charity helps residents of our Parish.
- x) Email from LGRS requesting permission to place a Christmas tree on PC land by the Village Sign. This was agreed in principle but a decision would be taken in December.
- xi) CPRE AGM and lunch on Friday 19th November at Lenham (£8 lunch)
- xii) KCC - Bold Steps for Kent: Medium Term Plan to 2014/15 Consultation Draft
- xiii) ACRK – letter from Keith Harrison and accompanying cheque.
- xiv) TWBC – Budget Review – Questionnaire needs to be completed by Wednesday 24th November – **Decision** required. **Cllr Mrs Jeffreys will complete.**
- xv) Email from KALC – Kent Police Authority would like a survey completed 2011/14 by Monday 8th November **Cllr Brown will complete.**
- xvi) Email from Kathy Alcock (TWBC) 29th November "Warmer Homes, Healthy Homes" – tackling fuel poverty in Kent from 10am to 1.30pm at the Salvation Army Hall, Union Street, Maidstone
- xvii) English Rural Housing Association Annual Report 2010 **Given to Cllr Wheeler**

10/135 DIARY DATES

- i) Tuesday 2nd Nov – Parish Chairman's meeting
- ii) Friday 5th Nov – Local Needs Housing Committee meeting with ERHA and TWBC at Ashurst at 10am
- iii) Monday 8th Nov – Finance Committee meeting – LGVH 7.30pm
- iv) Thursday 11th Nov – SLCC Regional Conference – Uckfield 9.30am-4.00pm
- v) Saturday 13th Nov – KALC AGM Ditton
- vi) Monday 15th Nov – Planning Committee meeting – LGVH 7.30pm
- vii) Monday 15th Nov – Parish Office meeting 7.30pm
- viii) Monday 22nd Nov – possible follow-up Finance meeting 7.30pm TBA
- ix) Wednesday 24th Nov – Environment Committee meeting – Ashurst 7.30pm
- x) **Monday 6th December – Full Council meeting – LGVH 7.30pm – followed by Christmas drinks**

10/105 ITEMS FOR INFORMATION:

The Clerk will investigate which public house to hold drinks and possible light refreshments at following the December Full Council meeting on Monday 6th December 2010.

Cllr Langridge reported that if the Langton Green Garage obtains planning permission for an extension a Post Office may be re-opened there.

Cllr Mrs Podbury reported that Denis Gibbs has advised that there is a delay from KCC with the final grant for Speldhurst pavilion refurbishment.

The Clerk reported that the Groombridge Christmas lights do not need any work or inspections before being switched on.

There being nothing further to discuss the meeting closed at 10.35pm

CHAIRMAN