



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

**MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY, 6TH JANUARY 2014 at 7.30pm
IN SPELDHURST VILLAGE HALL**

The meeting was addressed by Steve Whitehead Community Safety Manager, Tunbridge Wells Borough Council Community Safety Unit.

A report is attached to these minutes.

The Parish Council business commenced at 8.00pm

MEMBERS PRESENT: Cllrs Mrs Jeffreys (Chairman), Mrs Horne, Mrs Hull, Mrs Podbury, Mrs Soyke, Langridge, Milner, Owen, Parker, Pendleton, and Woodward

IN ATTENDANCE: Borough Councillors Jukes and Stanyer

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

MEMBERS OF THE PUBLIC: There were six members of the public present

14/001 APOLOGIES FOR ABSENCE: Cllr Turner (prior engagement)

14/002 DECLARATIONS OF PECUNIARY OR SIGNIFICANT OTHER INTERESTS: There were none.

14/003 DECLARATIONS OF LOBBYING: There were none.

14/004 MINUTES: It was **RESOLVED** that the Minutes of the Full Council Meeting held on **2nd December 2013** were approved as a correct record and signed by the Chairman.

14/005 CO-OPTION OF COUNCILLOR: It was **RESOLVED** to co-opt Peter Craine as a Parish Councillor

- i) Peter Craine signed the declaration of office
- ii) Cllr Craine was assigned to the Planning Committee

14/006 BOROUGH AND COUNTY COUNCILLORS REPORTS: Borough Cllr David Jukes reported that TWBC are aiming for a balanced budget. Borough Councillor Julian Stanyer reported that he has received a letter from a resident of Holmewood Ridge concerning a freedom of information request they had made regarding accidents on the A264 in Langton Green. Cllr Mrs Jeffreys asked that this information is passed to SPC Highways committee.

14/007 PUBLIC OPEN SESSION: Marianne Buckley expressed the concerns of Langton Green Village Hall Trustees regarding the expansion of Langton Green Primary School, car parking and damage to LGVH car park. Cllr Mrs Jeffreys said the Parish Council will keep the Trustees informed. David Howden said he shares the same concerns regarding accidents and access problems on the A264 as the resident who wrote to Borough Councillor Julian Stanyer. Borough Councillor David Jukes said that he is having a meeting with KCC Highways Director soon and will discuss speed limits on the A264 and, at the request of Cllr Mrs Horne, 20mph outside schools. David Howden said that he is preparing a document on aircraft noise which he hopes local councils will sign up to. Peter Moulton said that he is interested in aircraft noise. Derek Robinson said that he is concerned about aircraft noise and that the co-operation of local councils is required as individuals are unlikely to make any impact.

14/008 FINANCE COMMITTEE – Report by Cllr Owen

- i) Cllr Owen reported that a committee meeting was held on 12th December. The minutes have been circulated and he made reference to the grant application by Speldhurst Recreation Committee and the maturing deposit with Co-op bank.
- ii) Cllr Owen reported that there are no budget virements.
- iii) After discussion it was **RESOLVED** to pay the hosting costs of the Speldhurst village website up to a total cost of £100.
- iv) After discussion it was agreed to defer the decision on the advertising costs of Parish Plan Open Days.

14/009 ACCOUNTS FOR PAYMENT – Invoices verified by Cllr Woodward

<u>Payee Name</u>	<u>Cheque/Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
<u>Notification of additional payments in December</u>			
Tunbridge Wells Borough Council	DD	54.00	Non-domestic rates
M R Lawrence	MT237	450.00	Additional work in Langton
Alison Hillman	MT238	161.50	Internal Audit
Treework	MT239	4,656.00	Copper beech felling
Prestige Web Marketing	MT240	120.00	Website upgrade
BT PLC	DD	216.93	Telephone and BB
Unity Trust Alto	Top up	820.00	Pre-paid credit cards

To authorise the payment of invoices as listed

KCC (KCS)	DD	266.92	Photocopier
BT PLC	DD	18.00	Mobile
Ashurst McDermott Hall Trust	MT241	18.00	Meeting room hire
Tate Fencing Ltd	MT242	191.63	Maintenance supplies
Langton Life Magazine	MT243	250.00	Langton Life Magazine
Rymans	MT244	28.65	Stationery
Treework	MT245	1,848.00	Tree work Pocket Park
Came & Co	MT246	725.39	Insurance
Commercial Services Trading Ltd	MT247	1,142.66	Grounds maintenance
Commercial Services Trading Ltd	MT248	870.61	Grounds maintenance
Mr L Cooper	MT249	375.00	Groundsman's duties
Miss K Lawrence	MT250	15.00	Cleaner
Prestige Web Marketing	MT251	60.00	Website
Groombridge PCC	MT252	140.00	Groombridge Magazine
Gatwick Campaign	MT253	10.00	Subscription
C May	MT254	1,406.41	Salary
M Flemington	MT255	651.81	Salary

C May	MT256	39.99	Expenses
M Flemington	MT257	34.75	Expenses
HMRC	MT258	731.39	Tax & NI
Speldhurst Village Hall	MT260	35.00	Meeting room hire
RIP Cleaning Services	MT261	172.80	Canine refuse collection
EDF Energy	DD	159.82	Electricity
Tunbridge Wells Borough Council	DD	54.00	Non-domestic rates

Total payments **£9,245.83**

It was **RESOLVED** to pay the invoices listed above and authorise the BACS in Unity Trust Bank

14/010 PLANNING APPLICATION BY KCC: Notification of the planning application for the expansion of Langton Green Primary School has not yet been received so no decision was made at the meeting. Cllr Mrs Jeffreys spoke of the additional information that had come to light since the last meeting and referred to the correspondence between the SPC and KCC which had been circulated to all councillors. The total investment by KCC for the improvements to the footpath and car parks including a new footpath to the new school entrance was in the region of £200,000.00. She explained that all works contracted by KCC come with a 12 year contractor liability period or warranty and that KCC would not look to accept any further ongoing maintenance costs. Their reasoning was that the large capital expenditure will greatly improve SPC's facilities and the average usage by the parents is for a short period per day and for 50% of the year. There was much discussion and concerns were raised by councillors on quality of works; drainage; maintenance costs; travel plan and road crossing.

14/011 HIGHWAYS: Cllr Mrs Podbury advised that the next committee meeting is on 17th January. She reported that there have been mixed comments on the safety improvements in Barden Road and that she is currently going through the highways aspects of the Ward Walks reports.

14/012 TO CONSIDER A PARISH COUNCIL RESPONSE TO TWBC PUBLIC CONSULTATION ON THE FOLLOWING SUBJECTS: After discussion and comments made by Borough Councillor David Jukes it was agreed to respond to TWBC as follows:

- i) Draft budget 2014-15 – noted/no comment
- ii) Draft Asset Management Plan 2014-15 – noted/no comment
- iii) Draft strategic Plan 2014-15 (community projects) – considered to be lacking in content

14/013 COMMUNITY RIGHT TO BID: The clerk had obtained the Land Registry details and prepared the forms for submission to TWBC. After much discussion it was agreed to defer the submission until the landowners have been advised and to remove the section on the community right to bid from the newsletter. **The Chairman will contact the landowners.**

14/014 NEWSLETTER: It was agreed to remove the section on the community right to bid, to add a section with the latest broadband update, to confirm the leader of the parish plan working group if possible and to add to ward walks that the relevant parish council committees are looking into the key points from the ward walks report.

14/015 CONSIDERATION OF THE FORMATION OF A COMMITTEE ON AIRCRAFT NOISE: Cllr Mrs Soyke proposed that a committee be set up instead of the present working group. She said it would mean that the meetings were minuted and therefore ensure that any actions or submissions would be taken more seriously by the authorities especially, if Council agreed, that the correspondence is signed by the Chairman.

It was **RESOLVED** to form a Committee which will initially comprise of Cllrs Mrs Soyke, Mrs Podbury, Mrs Hull and Craine plus members of the public to be invited in due course. The formation of this new committee would be added to the newsletter.

The clerk said that from an administrative aspect he was against establishing another committee and warned of possible long debates over lengthy submissions that this would cause at Full Council meetings.

14/016 CHAIRMAN'S REPORT: Cllr Mrs Jeffreys reported on the meeting at Speldhurst School in December. She advised that the clerk and assistant clerk's appraisals will be carried out soon and invited confidential comments from Councillors. Cllr Milner reported on the Parish Chairmen's meeting he attended at TWBC on 3rd December.

14/017 COMMITTEE REPORTS:

- i) Governance – Cllr Pendleton reported that the next committee meeting is on 20th January. After discussion it was agreed that Councillors will email the Clerk with any suggested amendments to the Lone Worker Policy and the decision on adoption be deferred to the next full council meeting on 3rd February. It was also agreed to defer the decision on adoption of the Grant Awarding Guidelines to the next full council meeting on 3rd February.
- ii) Planning –there was nothing to report.
- iii) Amenities – Cllr Milner reported that the next meeting is on 27th January.
- iv) Footpaths – Cllr Milner reported that there has been considerable damage due to the recent adverse weather conditions including numerous fallen trees in Shadwell Wood. He said that he will be reviewing the work to be done by the footpath volunteers, KCC and landowners. He suggested a paragraph is included in the newsletter asking residents to report any damage to footpaths, fallen trees etc.
- v) Broadband – there was nothing to report at this stage
- vi) KALC – there was nothing to report.
- vii) Parish Plan – in Cllr Turners absence the clerk said that the next meeting is on 29th January. The clerk advised that he is stepping down from the working group because of the increase in administration.
- viii) Environment Working Group – Cllr Mrs Hull said that a meeting will be held in the spring.
- ix) Gatwick Working Group – now a committee and the first committee meeting will be arranged in February.

14/018 OTHER MATTERS ARISING FROM THE MINUTES OF 2ND DECEMBER 2013: There were none.

14/019 CORRESPONDENCE RECEIVED:

1. Letter from Derek Robinson with thanks for the Christmas drinks
2. ACRK Oast to Coast magazine Winter 2013
3. KALC Parish News November/December 2013
4. Email dated 10th December from the Mayor of Tunbridge Wells thanking SPC for the donation to the Mayor's Christmas toy appeal
5. Email dated 10th December from Lucy McDougall of Churchyard Cottages thanking SPC for the installation of the railings in Barden Road
6. Letter dated 13th December from South East Water advising that the work on the water mains upgrade has been completed in Coopers Lane and is continuing in Speldhurst Road
7. Email dated 20th December from South East Water regarding the support tariff payment plan for customers having a compulsory meter installed
8. Letter dated 19th December from the Lord-Lieutenant of Kent inviting the Chairman to the annual Civic Service at Canterbury Cathedral on Tuesday 11th March 2014 at 11am – **Cllr Mrs Jeffreys advised that she will not be attending. Cllr Milner to advise the clerk if he would like to attend in her place**
9. Email dated 24th December from Paul Harvey with Christmas and New Year wishes and thanking SPC for their continued support of Speldhurst village hall in 2013
10. Email dated 24th December from Bill Lewis thanking SPC and saying that the work in Barden Road has made a big difference

14/020 DIARY DATES: all meetings are at 7.30pm unless otherwise stated.

1. Thursday 9th January – Clerk meeting KCC Highways at Lower Green Road – **2pm**

2. Monday 13th January – Planning Committee meeting – Office
3. Friday 17th January – Highways Committee meeting – Office – **10am**
4. Monday 20th January – Governance Committee – Office -
5. Monday 27th January – Amenities Committee meeting
6. Wednesday 29th January – Parish Plan Working Group meeting – Ellis Room, LGVH
7. **Monday 3rd February – Full Council meeting – Ellis Room, LGVH**

14/021 ITEMS FOR INFORMATION:

Cllr Langridge reported that the Langton Green Rural Society Christmas tree had been taken down on 6th January and will be removed shortly.

There being nothing further to discuss the meeting closed at 9.40pm

Chairman

REPORT ON CSU

Steve Whitehead - Community Safety Manager, Tunbridge Wells Borough Council Community Safety Unit

He started by explaining that it is a statutory requirement for the Borough Council to have a Community Safety Unit.

The Community Safety Unit currently deals with; anti-social behaviour; domestic violence; acquisitive crime including burglary and shoplifting; youth offending; youth inclusion; safer town partnership; pub watch; CCTV and radio and he would like it to include road safety and children. There are 27 CCTV cameras in the Borough.

He advised that security products can be bought at cost from TWBC and that some products are free of charge. Smartwater security property marking kits are given free of charge to victims of theft.

He said that in 2014 he would like to see more Neighbourhood Watch schemes set up and to consider local community safety units in wards and parishes.

Cllr Mrs Jeffreys suggested that the Community Safety Unit has a stall and Steve Whitehead speaks at the Annual Parish Meeting on 28th April.