

# **HORSMONDEN PARISH COUNCIL - AGENDA**

## **A PARISH COUNCIL MEETING WILL BE HELD IN THE VILLAGE HALL ON MONDAY 2<sup>nd</sup> SEPTEMBER 2019 AT 7.30PM**

**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 Parish Council Meeting 1<sup>st</sup> July 2019, Planning Committee Meetings of 16th July 2019 and 13<sup>th</sup> August 2019.

### **4. COUNCILLOR VACANCY**

### **5. MATTERS ARISING (the Council looks at matters ongoing from the last meeting - no decisions)**

### **6. PARISH COUNCIL FINANCE/QUOTATIONS**

- 6.1 Agree Parish Council accounts and invoices for July and August 2019 – See Appendix 1
- 6.2 Chair to reconcile accounts with bank statement for period up to and including 31<sup>st</sup> August 2019
- 6.3 Quotation for additional SID and agreement for Capel Ground care to add this to their maintenance contract
- 6.4 Parish Play area- quotations for new item of play equipment, new gates and wet pour patching
- 6.5 Quotations for solutions/quotations for Village Hall projector
- 6.6 Quotations for Christmas lighting
- 6.7 Quotation for replacement door for disabled toilet including RADAR lock. Prices for new changing mats for toilets. Review opening and closing times for public toilets. Confirm position of signage for toilets.
- 6.8 Agree quotation for survey of village hall attic room (adjacent to lighting box)

### **7 HIGHWAYS AND GROUNDS MAINTENANCE**

- 7.1 Highways issues – footpaths, trees, roads, signs, verges, and markings
- 7.2 Street lighting - updates on new street light heads and repainting of columns.

### **8. ADMINISTRATION**

- 8.1 PC General Risk assessment – agree updates and changes to document.
- 8.2 Traffic Solutions and HIPS (Agree the Parish Council's latest Highways Improvement Plan)
- 8.3 Neighbourhood Planning.
- 8.4 Horsefair 2019 -Discuss Village Green booking (already agreed subject to conditions).
- 8.5 Retrospective agreement for Village Green booking for wake (12<sup>th</sup> July 2019)
- 8.6 Discuss use of Sports ground for Boot fair on 8<sup>th</sup> September 2019
- 8.7 Discuss/decide upon use of Village Legacy.
- 8.8 Community Gardening Scheme. Discuss the updates from Reverend Ffrench and Hilary Marsh and impact on past and future potential funding by HPC.
- 8.9 Speedwatch – updates and agreement of priorities.
- 8.10 Request by Horsmonden Social club to install picnic tables on the Village Green.
- 8.11 Review the Parish Council's use of Face book.

### **9. CONSULTATIONS**

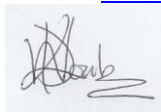
- 9.1 Kent County Council Consultations - Kent and Medway Energy and Low Emissions Strategy

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- deadline 23rd September

<https://consultations.kent.gov.uk/consult.ti/energyandlowemissionconsultation/consultationHome>

- 9.2 Kent County Council Drainage and Planning Policy Statement consultation  
<https://consultations.kent.gov.uk/consult.ti/DrainageandPlanningPolicy/consultationHome> by 30<sup>th</sup> September 2019
- 9.3 Kent County Council Section 19 Flood Investigation Reporting Policy  
<https://consultations.kent.gov.uk/consult.ti/Section19FloodInvestigation/consultationHome> by 30<sup>th</sup> September 2019
- 9.4 Maidstone Borough Council Local Plan Review - Regulation 18 Consultation by 30<sup>th</sup> September 2019  
[www.maidstone.gov.uk/localplanreview](http://www.maidstone.gov.uk/localplanreview))
- 9.5 Lamberhurst Neighbourhood Development Plan consultations by 6<sup>th</sup> September 2019  
[www.lamberhurstvillage.co.uk/Pages/Community-Neighbourhood%20Plan](http://www.lamberhurstvillage.co.uk/Pages/Community-Neighbourhood%20Plan)



## **Appendix 1**

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Date: 27/08/2019

**Horsmonden Parish Council**

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Time: 15:54

**Current Bank A/c**

**List of Payments made between 01/07/2019 and 31/08/2019**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/07/2019	PSR Lighting & Signs Ltd	BACS	89.00		May Street Lighting Maintenance
02/07/2019	PSR Lighting & Signs Ltd	BACS	89.00		June Street Lighting Maintenance
02/07/2019	HMRC	BACS	581.82		Tax & NI June Salaries
02/07/2019	Ms J Stanton	BACS	14.38		Refund for Business cards
02/07/2019	Specialist Hygiene Services Ltd	BACS	281.47		June Toilet cleaning
02/07/2019	Mr D J Buckett	BACS	348.40		Internal audit plus travel
02/07/2019	British Telecom	BACS	369.19		Telephone and Broadband to May
02/07/2019	Viking	BACS	85.12		Stationary
02/07/2019	RoSPA Play Safety	BACS	474.00		Play Area Inspection 2019
02/07/2019	Grovehurst Plumbing & Heating	BACS	70.00		Repair in Toilets
02/07/2019	HoVEC	BACS	175.00		Entertainment for festival
02/07/2019	G Bridgland Ltd	BACS	1,440.00		Tree works plus bush removal
02/07/2019	EDF Energy	BACS	276.56		Energy for public toilets
02/07/2019	Kent County Council	BACS	115.20		PEAT testing
02/07/2019	Rialtas Business Solutions	BACS	823.10		accountancy software and train
02/07/2019	Capel Groundcare	BACS	149.50		June SID invoice
02/07/2019	Choiceleader Ltd (TMS)	BACS	138.00		Banner for NH Plan events
10/07/2019	B&CE Holdings	DD	55.54		Pension contr July
11/07/2019	Choiceleader Ltd (TMS)	BACS	36.00		Banner NHP
24/07/2019	Playdale Playgrounds Ltd	BACS	126.00		Site visit and advice
24/07/2019	Old Barn Audio Ltd	BACS	2,086.03		part sound system
25/07/2019	Ms J Stanton	BACS	683.67		July Salary
25/07/2019	Mrs L Noakes	BACS	1,150.71		July Salary

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02/08/2019	Mr J Couchman	300012	83.08	July clock and Play area
02/08/2019	Ms J Stanton	BACS	15.49	Refund for Ink cartridges
02/08/2019	E.On Uk Plc	BACS	530.76	Electricity to 30.06.19
02/08/2019	Horsmonden Nostalgia Group	BACS	1,000.00	Grant for Nostalgia Group
02/08/2019	Hummel Electrical Ltd	BACS	108.00	Repair to WC Light (disabled)
02/08/2019	Hummel Electrical Ltd	BACS	78.00	Lamps and starters toilets
02/08/2019	Specialist Hygiene Services Lt	BACS	281.47	July Cleaning
02/08/2019	Mr J Boot	BACS	798.40	NHP invoice Ho05
02/08/2019	Mr J Boot	BACS	382.80	NHP Invoice Ho06
02/08/2019	EJP Fire Protection Ltd	BACS	156.00	Maintenance of Fire alarm club
02/08/2019	Clearview Windows	BACS	160.00	Clean of Shelter
02/08/2019	Clearview Windows	BACS	90.00	clean equipment around green
02/08/2019	Kent Association of Local Coun	BACS	72.00	Councillors Conference 2019
02/08/2019	HMRC	BACS	203.89	Tax & NI staff July
02/08/2019	Heath Stores	BACS	13.03	Refreshments for KALC meeting
02/08/2019	ChoiceleaderLtd ( TMS)	BACS	48.00	A2Prints NHP
02/08/2019	Hobbs Plumbing Ltd	BACS	72.00	Blocked toilet
05/08/2019	Kent Association of Local Coun	BACS	144.00	Clerks conference x 2
05/08/2019	Capel Groundcare	BACS	149.50	SID July
05/08/2019	Heath Stores	BACS	5.20	NH plan refreshments
07/08/2019	Viking	BACS	258.49	Stationery for office
07/08/2019	PKF Littelljohn LLP	BACS	480.00	Annual Audit 28-29
09/08/2019	Business Stream	DD	140.99	Nov-May 2019

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
10/08/2019	EDF Energy	DD	52.00		Monthly energy supply toilets
15/08/2019	B&CE Holdings	DD	55.54		Pension August
16/08/2019	Castle Water	DD	14.83		supply Toilets
25/08/2019	Ms J Stanton	BACS	683.67		Aug Salary
25/08/2019	Mrs L Noakes	BACS	1,150.71		August Salary
27/08/2019	HMRC	BACS	203.89		Tax and NI August
<b>Total Payments</b>			<b>17,089.43</b>		