



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

**MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY, 1ST FEBRUARY 2016 at 7.30pm
IN THE PALMER ROOM, LANGTON GREEN VILLAGE HALL**

MEMBERS PRESENT: Cllrs Barrington-Johnson (Chairman), Mrs Horne, Mrs Hull, Mrs Jeffreys, Mrs Lyle, Mrs Podbury, Mrs Soyke, Allen, Mercieca, Milner, Parker and Turner.

IN ATTENDANCE: Borough Councillor David Jukes

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

MEMBERS OF THE PUBLIC: There was one member of the public present, Peter Soyke.

16/023 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.

16/024 APOLOGIES FOR ABSENCE: Apologies received from Chris Woodward (prior engagement)

16/025 DISCLOSURE OF INTERESTS: There were none.

16/026 DECLARATIONS OF LOBBYING: There were none.

16/027 MINUTES: It was **RESOLVED** that the Minutes of the Full Council Meeting held on **4th January 2016** be approved as a correct record and signed by the Chairman with a minor amendment to the contractor's name to Quince under 16/011.

16/028 BOROUGH AND COUNTY COUNCILLORS REPORTS:

Borough Councillor David Jukes referred to the article in the Courier with the headline 'Bold Civic Centre plans put on ice' and said this was a misrepresentation. He said that while the Council's revenue budget has been cut there has been no impact on the capital budget. All Capital projects are continuing as planned. Plans for the new offices and theatre, for which there was cross party agreement, are proceeding at a fast pace and the financing of these projects is also falling into place.

He said that a new West Kent area was being formed of Tunbridge Wells, Tonbridge & Malling and Sevenoaks and they are looking to take over certain responsibilities from KCC under the new devolution which included Highways.

Borough Councillor Mrs Podbury said that she had attended a 20mph working party and that this project should be going ahead. She had reported the problem of lack of manpower in the Council's Highways department and said that this is being addressed. A report will be ready for the March JTB meeting.

16/029 PUBLIC OPEN SESSION: There was one member of the public present, Peter Soyke, just to observe proceedings.

16/030 FINANCE COMMITTEE – Report by Cllr Mrs Soyke

- a) A meeting was held on 18th January and the minutes have been circulated.
- b) There have been no budget virements;
- c) There have been two payments since the Finance Committee meeting; purchases were made on the pre-paid credit card of £35.95 for the new Hawthorn tree for The Green and £74.25 for repairs to the blower.
- d) There have been no payments made under the Clerk's delegated authority since the Finance meeting.
- e) The Council noted for the record Mrs Flemington had left on 31st January 2016 and that the mandate for Unity Bank needed to be amended to remove Mrs M Flemington and to add Mrs K Plunkett. It was **RESOLVED** that these changes be made.

16/031 ACCOUNTS FOR PAYMENT – Invoices verified by Cllr Mrs HullNotification of additional transactions in JanuaryPayment made by ALTO pre-paid card

Sainsbury's	AO	10.01	Petrol*
Owlsbury Garden Machinery	AO	74.25	Repair of STIHL blower
Perryhill Nurseries Ltd	AO	35.95	Hawthorn tree

To authorise the payment of invoices as listed

<u>Payee Name</u>	<u>Cheque/Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
BT PLC	DD	30.00	Mobile
Husson UK Ltd	MT716	187.20	Playground repair
Langton Life	MT717	250.00	Advertisement
Samaritans TW & D	210	250.00	Grant
Tate Fencing Ltd	MT719	25.08	Maintenance
GACC	211	10.00	Annual membership
Langton Green Charitable Trust	MT720	16.00	Room hire December
Premiere Digital	MT721	78.00	PPWG posters
M Flemington	MT722	27.45	Expenses
Mr L Cooper	MT723	404.00	Groundsman's Duties
Mr L Cooper	MT724	12.25	Expenses
C May	MT726	16.97	Expenses
K Plunkett	MT727	44.00	Expenses
Goodman Nash	MT718	957.35	Fees re rate recovery
RIP Cleaning Services	MT729	172.80	Canine Refuse Collection
SLCC Enterprises Ltd	MT730	82.80	Regional Roadshow 2016
C May	MT725	1,467.20	Salary
K Plunkett	MT728	559.86	Salary
Total payments		4,590.96	

*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

16/032 HIGHWAYS:

A meeting was held on 14th January. The Clerk reported that the Speed Indicator Device has been ordered, the Bus Stop Shelters will be installed on 11th February, and the traffic survey on Speldhurst Road is in place. A further ten volunteers have been trained to use speedwatch. The Clerk asked for the Councillors trained to do

Speedwatch (Cllrs Mrs Soyke, Mrs Lyle, Barrington-Johnson and Allen) to lead the organisation of Speedwatch sessions. Three people per session are the optimal number although it is possible to have four people. A new site outside the LGRG has been established and Councillors will be notified as soon as details have been finalised. Cllr Milner said that he had been contacted by Mr Nick Critchlow about Barden Road and repeat offenders who mount the curb. Mr Critchlow has suggested a deterrent on the corner of Northfields and Barden Road to stop cars driving over the pavement. Cllr Mrs Horne said that if there was no parking on the double yellow lines then there would not be a problem.

16/033 LANGTON GREEN RECREATION GROUND (LGRG):

- a) Pavilion report - Cllr Mrs Jeffreys referred to her briefing note about the site meeting for the new Pavilion, held on 8 January, 2016.

She said that pre-planning advice has been sought from TWBC Planning about whether planning permission for the three proposed containers would be needed. A response should be received within about three weeks but it is highly likely that planning permission will be required.

Cllr Mrs Jeffreys had contacted the architect about additional costs for the Pavilion and an email response has been received. There is to be a further site meeting on Friday 5th February when Cllr Mrs Jeffreys will discuss how the extra costs will be met by the Football Club. The intruder alarm falls within SPC responsibility as does the CCTV cost but it was generally agreed that the other costs should not be the responsibility of SPC.

The issue of LED lighting was discussed and Cllr Milner suggested halogen lighting in the function room as a cheaper alternative. Cllr Mrs Jeffreys will put lighting on Friday's agenda.

Heating is an issue that needs to be resolved quickly. Currently there is a budget of approximately £3k for electric wall heaters. More expensive heating options are available but for buildings which are not permanently occupied these are considered not a worthwhile option. Cllr Merceica said that a financial viability study re the heating was required and Lynn will enquire on Friday whether there is time to do this. He also enquired as to which system would be used for the hot water in the showers. Again this will be included on the site meeting agenda.

Cllr Turner noted that he is worried about the electricity bills which could be very high. It was agreed to obtain an estimate from the architect on usage and estimated bills.

Cllrs Soyke suggested a timing device so that the wall heaters would switch off after a certain time period. Potential users of the new pavilion were discussed and Cllr Mrs Lyle reported that the school is considering making regular bookings now that the school is expanding, if the price was affordable.

Cllr Milner said that all building regulations need to be checked. Cllr David Jukes said that Cllr Mrs Jeffreys needs to ask for the approved building regulations drawings from the Inspector.

The cost implication of cladding the containers in material consistent with the pavilion exterior was discussed. Cllr Mrs Jeffreys said that this could be done at the same cost as ordinary cladding, i.e. it was not a more expensive option.

- b) Car Parking Licence – The Clerk said that this will be on the March agenda as the paperwork has not yet been received. KCC have requested that SPC sign a Deed of Easement and SPC's solicitor is currently reviewing this document.
- c) Parking safety in LGRG car park – The Clerk explained that the car park is privately owned and is therefore not under the same traffic orders as public roads. He said that he has learnt from Cranbrook that enforcement can be a lengthy and costly process. It was agreed that employing a private company to enforce parking was not a desirable option. Cllr Horne suggested that the situation be monitored and revisited if required. Cllrs Milner and Mercieca will review the car park at the school drop off/collection times and report back to the appropriate Committee.

16/034 NEWSLETTER: The newsletters were printed but not yet sorted by village. The Clerk will notify Councillors when the newsletters are ready for distribution. He noted that a volunteer is needed for Groombridge and he would contact a resident to see if they will deliver them.

16/035 QUEEN'S 90TH BIRTHDAY CELEBRATIONS: TWBC are giving grants to Parish Councils of up to £400 being 50% of the maximum of cost of the event. The event has to be held on Sunday 12 June and SPC have to apply for the grant and then any groups interested can apply to SPC. Councillors discussed the scheme and Cllr Mrs Podbury suggested giving the grant to a group for the elderly. Cllr Mrs Podbury will speak to her contact at the Speldhurst Age UK group to check interest in this. All Councillors agreed to speak to individuals they know who may also be interested in applying for the grant.

The Clerk agreed that the website will also be updated to advertise the availability of the grant.

16/036 CHAIRMAN'S REPORT: Cllr Barrington-Johnson had nothing to report.

16/037 COMMITTEE REPORTS:

- a) **Governance** – a meeting was held on 6th January and the minutes have been circulated.
 - i. It was **RESOLVED** to adopt the Signs on Council Land policy without amendment.
 - ii. It was **RESOLVED** to adopt the Lone Worker policy without amendment.
 - iii. It was **RESOLVED** to adopt the Budget Virement policy without amendment.
 - iv. It was **RESOLVED** to adopt the Freedom of Information policy without amendment.
 - v. It was **RESOLVED** to adopt the amended Financial Standing Orders.
 - vi. It was **RESOLVED** to adopt the new Employee Code of Conduct.
 - vii. It was **RESOLVED** to adopt the amended Clerks' job descriptions.
 - viii. It was **RESOLVED** to adopt the amended Groundsman's contract from 1st April 2016.
- b) **Planning** – a meeting was held on 11th January and the minutes have been circulated. The next meeting is on 8th February. Cllr Mrs Horne asked Councillors to email comments on the DCLG planning document to the assistant clerk by Thursday 4th February so they can be collated in time for the next planning meeting. The Clerk reported that there a Planning Conference in March and that any members of the planning committee who are available should attend.
- c) **Amenities** – there had been no meeting since the last Full Council. The next meeting is on 15th February.
- d) **Air Traffic** – a meeting was held on 18th January and the minutes have been circulated. Cllr Barrington-Johnson has drafted a proposed letter with a request for the Estuary airport to be re-considered as an alternative to expansion of either Gatwick or Heathrow. Once the letter is finalised it will be added to the following Full Council Agenda. He said that the final report from the Gatwick Independent Review had been positive and they put forward the recommendations that had been hoped for. Gatwick now have a month to respond about what action they will take and 12 months to respond on what progress they have made.
- e) **Footpaths** – Cllr Milner reported that some fallen trees have been reported to Jonathan Bibby at KCC. Signage will be attended to in Shadwell Woods following an email from Mr Rees.
- f) **Kent Association of Local Councils (KALC)** – Cllr Barrington-Johnson confirmed that there is nothing to report.
- g) **Parish Plan Working Group** – a meeting was held on 7th January. A draft report on the survey has been prepared but there are concerns over some wording and a further meeting will take place to finalise it.
 - i. It was **RESOLVED** to delegate responsibility for reviewing the PPWG's survey report to Cllrs Mrs Podbury, Mrs Horne, Milner and Turner. However all Councillors should read the final document and give any comments.

16/038 OTHER MATTERS ARISING FROM THE MINUTES OF 4TH JANUARY 2016: No other matters.

16/039 CORRESPONDENCE RECEIVED:

1. Email notification of road closures for Tunbridge Wells Half Marathon
2. Email dated 5th January from Durey Castings Ltd advertising products and services to deal with flooding in homes.
3. Email dated 6th January from the Mayor's Office thanking residents for donations to the Christmas Toy Appeal.
4. Email dated 13th January from the Woodland Trust calling for a Charter for Trees, Woods and People.

5. Letter dated 22nd January from Goodman Nash re. refund of £2,223.39 due to Small Business Rates Relief dating back to 2010.
6. Letter from National Association of Local Councils, highlighting recent achievements and challenges coming up in 2016.
7. Brochure from Ge Views advertising planters , benches, street furniture ideal for Parish councils.
8. Letter and brochure from Barge Play Services advertising childrens' gym equipment, playground equipment etc.

16/040 DIARY DATES:

Monday 1st February – Full Council meeting – Palmer Room, LGVH

Wednesday 3rd February – SLCC Regional Road Show, Chatham – **9.00am**

Friday 5th February – Pavilion review meeting – office – **10am**

Monday 8th February – Planning meeting – office, LGVH

Tuesday 9th February – Air Traffic meeting – office – **10.30**

Wednesday 10th February – Police Contact Point – St Mary's Lane, Speldhurst – **12-1pm**

Monday 15th February – Amenities meeting – office, LGVH

Wednesday 17th February – Defibrillator training, Palmer Room, LGVH

Sunday 21st February – Tunbridge Wells Half Marathon

Wednesday 24th February – Police Contact Point – St Mary's Lane, Speldhurst – **12-1pm**

Monday 7th March – Full Council meeting – Speldhurst Village Hall Committee Room

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

16/041 ITEMS FOR INFORMATION:

The Clerk confirmed that major gas works will start from the Langton Road, Langton at The Hare to the LGRG on Monday 15th February for up to 12 weeks. There will be traffic lights in operation to enable the road to be dug up. He reminded Councillors of the Defibrillator training on Wednesday 17th February. Cllr Turner said he felt the Post Office in Barden Road lacks business and needs support.

Cllr Mrs Hull and Cllr Woodward are standing down as at the close of business of this meeting and the Chairman finished the evening by thanking Cllr Mrs Hull for all her work over the last eight years. He also mentioned Cllr Woodward and thanked him in his absence.

There being nothing further to discuss the meeting closed at 9.02pm

Chairman