

HILDENBOROUGH PARISH COUNCIL

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Minutes of the Parish Council Meeting held on Wednesday 20 January 2010 in the Margery Finzi Room at the Village Hall, Riding Lane.

Present: Mr TBarton (chairman) Mr M Baker Mr C Lewis
Mr R Montford Mrs M Nairne Mrs J Shaw
Mrs A Scally Mr C Smith Mr G Watts
Mrs A Woollett

2010/01/01. Apologies and reason for Absence

Mr P Lane, working away.

2010/01/02. Declaration of Personal or Prejudicial Interests

Mr Barton had received payment under 6.1.2

2010/01/03. Declaration of gifts and hospitality

There were none.

2010/01/04. Minutes of the Meeting held on 16 December 2009

There was an amendment in the Public Session in the second paragraph which should read '**warning**' ASBOs. Following the amendment, the Minutes were agreed as a true record and signed by the Chairman.

2010/01/05. Matters arising from 16 December 2009 not covered elsewhere in the agenda

2009/09/05 8.1.1 It was reiterated that the roads were in a very poor state following the recent spell of snow and ice. All potholes should be reported to the clerk stating size and location.** It was reported that KCC had allocated another £1mill. to deal with the problem by small local contractors in March.

7.1 Snodland Town Council had been contacted regarding usage of their youth shelter. They said the youth shelter was used, but it did depend on the group's culture of the time and consequently frequency of use varied. They did have a problem with discarded needles from drug abusers etc., problems with graffiti and from time to time complaints of the noise from people living nearby.

8.1.2 The Fire and Rescue Service would be invited to give a presentation or display at the 2011 Annual Parish Meeting. Local groups would be invited to put up displays at the 2010 Annual Meeting.*

9.10 Mr Lewis asked that since the Council had made the decision to hold a 'surgery' at the Farmers' Market this should be reflected in those attending. He felt that everyone should be seen to be involved and this should not be left solely to him.

2010/01/06. Reports from Committee Chairman

6.1 Finance

6.1.1 Account Balances as at 31 December 2009

National Savings Account	£22,633.43
High Interest Bond	£13,062.17
Business Money Manager	£22,244.07
Current Account Statement	£7,296.70

Total**£65,236.37**

The chairman of the Finance Committee confirmed the account balances were correct.

6.1.2 Payments made since 14 December 2009

Date	Cheque e no	Payee	Reason	Amount £
14 Dec	832	MA Cox	Bulkhead light repair	89.59
14 Dec	833	Bourne Amenity	Top soil	80.68
14 Dec	834	W Mzimba	Internal audit	255.00
23 Dec	835	P King	Salary/expenses	224.77
23 Dec	836	P Gow	Salary/expenses	870.83
31 Dec	837	HM Revenue & Customs	Tax/NI	207.44
16 Dec	838	R Marchant	Road repairs	2,277.00
18 Dec	839	Soc. of LCC	Subscription	118.00
18 Dec	840	Hildenborough Village Hall	Donation	1,000.00
21 Dec	841	T Barton	Expenses	18.53
4 Jan	842	Gaza Timber	Maintenance mats.	61.66
4 Jan	843	Hever Landscapes Ltd	Churchyard mowing	212.75
4 Jan	844	Tonbridge & Malling BC	Churchyard upkeep	11.00
4 Jan	845	Warners	Legal fees	396.75

6.1.3 Precept level 2010/11

It was confirmed this would remain at the same level as 2009/10 and this had been advised to Tonbridge & Malling Borough Council.

6.1.4 Third quarter Accounts

It was noted that expenditure was currently on target but a small overspend was expected at year end. This was dependant on whether the funding allocated for tree surgery was required and any unforeseen expenditure.

6.1.5 List of Assets

Written off items had been removed with notice boards and seating removed to the 'purchase price below £999' category as individually they were not worth in excess of £1,000.

6.1.6 Risk Assessment

It was noted this had been updated. An amendment on page two to read '(next review '11)' was accepted.

6.2 Open Spaces

The January meeting had been cancelled due to lack of pressing business and inclement weather.

6.2.1 Actions since previous meeting

6.2.1.1 **RoSPA Report** – Top soil had been delivered for the infill work around paths and seats. Hever Landscapes were to undertake the power washing on Monday 25 January.

6.2.1.2. **West Wood play area gate** – the closures need to be redesigned.

6.2.1.3 **West Wood old slide refurbishment** – this work would be undertaken late January

6.2.2 Matters for discussion

6.2.2.1 **West Wood: sign replacement** – it was decided to leave replacing this sign.

6.2.2.2 **Rental agreement for Recreation Ground.** The amendment under 5.2 was agreed.

6.2.2.3 **Mowing/hedge cutting contract for Recreation Ground, West Wood, Village Green and Churchyard**

It was agreed to accept these quotations with the following two amendments:

1. An extra cut for the churchyard during the early season was agreed at an extra cost of £185.

2. Mowing of the new burial ground would be reduced to three times.

Landscape Services would be instructed not to bring their machinery across the ground alongside the Church car park but to access the Glebe Field and Recreation Ground from the Recreation Ground car park.*.

6.2.2.4 The bulkhead light had again been damaged and needed to be replaced. A quotation of £62.70 was accepted together with £86.95 to supply and fit a 6am RCD 30 mA control unit.*

This had been reported to the police but in the absence of witnesses they were not actively investigating the matter but would group with other similar crimes.

6.3 Planning

6.3.1 Applications received

The following applications were noted

App. No	Address	Details	PCAction
3014/LB	Spring Hse Leigh Rd	replacement porch	no comment
3076/FL	19a Foxbush	extension	comment
3088/FL	32 Greenview Cres	revised extension	comment
3093/FL	43 Ashley Rd	extension	comment

The following were also noted from the meeting held on Monday 18 January:

3119/FL	The Oast Hse Hill View Road	conversion of barn to one dwelling	comment
3210/LB	The Oast Hse Hill View Rd	conversion of barn to one dwelling	comment
3042/At	178 Tonbridge Rd	illuminated fascian sign	comment

6.4 War Memorial – action on request from KCC

The Hildenborough War Memorial Charity had been found and the income noted. As a result it was decided to write to KCC to inform them that the Parish Council were willing to make contributions towards planting but do not want to take over the management of the charity.

2010/01/07. Reports from representatives on outside bodies

7.1 **Village Hall Representative** – The Management Committed thanked the Parish Council for their donation. They had a reasonable financial position of £23,000 assets for the first 9 months. They had advised tenants of an increase in rent which would offset vandalism and the withdrawing of the rate relief by the Borough Council. The Social Club management was in a financially challenging position and some disarray. It would hold its AGM later this month.

In response to a question on fire safety it was confirmed that when in use all exits were open to occupants and that the fire precautions had been assessed as satisfactory.

7.2 **Highways Coordinator** – Outstanding items were distributed and noted by the meeting. It was reported the light in the public car park continued to be lit during the day in spite of Tonbridge & Malling Borough Council being reminded several times.

The low sign by Stocks Green School had been removed and was awaiting replacement at a higher level.

7.3 Farmer's Market feedback - Mr Lewis and Mrs Scally attended the first session. It was suggested that instead of 9am-11am the session should last from 10am-11am. A considerable amount of interest had been expressed and a matter which needed reporting had been passed to the clerk.

It was thought that a sign signalling the Parish Council would be of benefit in arousing awareness of the Parish Council's attendance and as well as a note in Keys Centre Piece and the Hildenborough section of the Courier reminding everyone of the date.* The next session would be on Tuesday 9 February and would be attended by Mrs Scally and Mrs Woollett.***

2010/01/08. Correspondence

8.1 Correspondence requiring action not covered elsewhere

8.1.1 KCC – Explore Kent Walking Festival 2010 invitation to support Festival - this was passed to Mrs Woollett.

8.1.2 T&MBC – Joint Transportation Board - Access to these quarterly meetings was to be given to Parish Councils in order that they could raise or speak on issues of particular interest. Difficulties with timing of Agenda/meetings in relation to Parish Council meetings were likely. It was suggested that any ongoing problem should be put to them and a person nominated to attend/speak. This would be a quicker route than via the Borough Council's Parish Partnership.

A list of meetings and Agenda before hand would be helpful. The clerk would write to KCC.*

8.1.3 Came & Co PC Insurance – a quotation would be requested.*

8.1.4 KCC –snow and ice on the public highways – it was noted that individuals should not clear snow and ice on the public highways as they could be liable should any injury result in their actions. During the recent snow and ice KCC had prioritized gritting but due to the very heavy snow, the heaviest for 20 or 30 years, following the first fall this had not been very effective but had improved following the second fall. It was said that we should be grateful to the gritting team who had worked hard throughout long hours. Concern was expressed at the closure of the surgery car park resulting in cars parked along the main road, the very icy state of the pavements outside shops and busses/cars stuck by the rail station. It was agreed to write to the Surgery asking them to clear their car park to keep it open.*

Various options, such as a request for salt bins, were considered but no action was agreed.

8.2 Matters arising from other incoming and outgoing correspondence

8.2.1 Tonbridge & Malling Borough Council had published updates on refuse collection during the snow and this information had been posted on some notice boards by the clerk. The Borough Council's website gave this information and also has a calendar showing dates of the various different collections.

8.2.2 Tonbridge & Malling Borough Council were to discuss the DCA Housing Survey and would come back to us when they had considered it and whether there was a significant difference between it and that proposed by the Parish Council survey.

8.2.3 Three representatives of Fidelity were to attend the Annual Meeting. They would give a short presentation and answer questions, totally approximately 30mins.

2010/01/09. Report on street lighting

9.1 Mrs Scally had inspected the lights and reported one incorrect bulb.*

- 9.2 The wiring layouts of the lighting columns in Noble Tree Road could not be located. It was decided to leave this to be solved should a fault occur.
- 9.3 A quotation would be obtained for a safety check from our contractor.*

2010/01/10 Developing the public profile of the Parish Council – notice board publicity materials

Three potential layouts of Notices for the boards were tabled. It was agreed to use the largest. Members would inform the clerk if there were any inaccuracies in their details.** The leaflet would be discussed during February's meeting, giving members the opportunity to consider the content.

2010/01/11 Up date on proposed Mount Pleasant Car Park

It was decided to ask Russet Homes for the results of their survey.

2010/01/12 Kent Police – District Chief Inspector Jon Kirby introduction and seeking views on local priorities

It was agreed to take no action.

2010/01/13 KCC – Consultation on Community Infrastructure Provision Service Strategies in Kent 2009 by 20 January 2010

There was no need for comments as the only reference to Hildenborough was two items on the schools.

2010/01/14. Try Angle Awards Funding 2010 – request from T&MBC for financial support

This would be put on the November 2010 Finance Committee agenda when all donations were considered.

2010/01/15. AOB

15.1 It was reported that someone had been employed to work on the allotments.

15.2 Attention was drawn to Tonbridge & Malling Borough Council's leaflet on walks within the Borough. There were three starting from Hildenborough and others from Shipbourne and Tonbridge Swimming Pool. Leaflets were available in the Library.

The meeting closed at 9.45pm

Public Session

There were four members of the public present.

Mrs Valerie Dagger, County Councillor accepted a petition in support of the requested lay-by outside 22-30 Riding Park. She said she very strongly supported the request. The Kent Fire and Rescue Service had been consulted and had agreed the current situation with parked cars could prove a hazard should an appliance need access to the area.

PCSO Toni Matthew reported that David Bennie, the leader of the youth group had resigned. A new leader was currently being sought. The group had enough volunteers but training was needed.

In response to complaints of dog fouling in the Brookmead area, she would be visiting the area with the Dog Warden to do a 'bag it and leave it' walk. It was suggested that a sign be left with the bags on display in order that members of the public did not think dog walkers had left the bags. She hoped the Litter Warden from the Borough Council would also attend, or visit at a later date. It was suggested both should walk around the Mount Pleasant area and the Recreation Ground as there were similar problems there.

She gave the crime figures for the month 17 December to 20 January. There was a total of nine; four criminal damage, two thefts, one burglary, one GBH, and one theft from a motor vehicle.

PC Andy Sargeant had completed his training on speed checks and was now able to issue tickets. They would be out more regularly undertaking this work and were aware of a particular problem along Brookmead.

She said that following a request for the 30mph speed limit to be extended further down Riding Lane, this had been looked at but would not be included in the current review of speed limits throughout the County as it was not an A or B road.

She confirmed that the ramps in the Recreation Ground had not been filled in by those who dug them out.

**ACTION REQUIRED FOLLOWING PARISH COUNCIL MEETING ON 20 JANUARY
2010**

- * **CLERK** 2020/01/05 Invite local organisations to put up displays at APM
- 6.2.2.3 Accept quotations with amendments for Landscape Services and Hever Landscapes. Request Landscape Services to use correct entrance
- 6.2.2.4 Accept quotation for replacement bulkhead light
- 7.3 Note in Centre Piece and Courier, sign for meeting
- 8.1.2 obtain Joint Transportation Board mtg. dates etc.
- 8.1.3 obtain insurance quote
- 8.1.4 Write to surgery requesting them to clear their car park for use during snowy conditions
- 9.1 Report incorrect bulb
- 9.3 Seek quotation for safety check

****EVERYONE**

- 2010/01/05 report potholes, size and location
- 2010/01/10 Inaccuracies in personal details

*****MRS SCALLY AND MRS WOOLLETT**

- 7.3 Attend Farmers Market surgery 9 Feb 2010.