

HILDENBOROUGH PARISH COUNCIL

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Minutes of the Annual Parish Council Meeting held on 19 May 2010 in the Margery Finzi Room at the Village Hall, Riding Lane

Present: Mr T Barton (chairman) Mr P Lane Mr C Lewis
Mr R Mountford Mr M Nairne Mrs J Shaw
Mr C Smith Mr G Watts Mrs A Woollett

2010/04/1 Election of Chairman

Mr Smith proposed and Mr Watts seconded Mr T Barton as Chairman. This proposal was ratified and Mr Barton accepted the appointment.

2010/04/2. Declaration of Acceptance of Office

Mr Barton read and signed the Declaration of Acceptance of Office.

2010/04/3. Appointment of Vice Chairman

This was deferred until the June meeting.

2010/04/4. Apologies and reason for Absence.

Mr M Baker – holiday Mrs Scally

2010/04/5. Declaration of Personal or Prejudicial Interests

There were none.

2010/04/6 Declaration of gifts and hospitality

Mr Lewis, Mrs Shaw and Mrs Woollett declared hospitality at Mountains.

2010/04/7. Appointment of Committee and Representatives of the Parish Council

It was agreed these would be as below:

7.1 Finance Committee: Mr M Baker, Mr T Barton, Mr C Lewis, Mr R Mountford, Mrs A Scally, Mrs J Shaw

7.2 Open Spaces Committee: Mr M Baker, Mr T Barton, Mr P Lane, Mr C Lewis, Mr R Mountford, Mrs A Scally, Mr G Watts

7.3 Planning Committee: Mr T Barton, Mr M Nairne, Mrs J Shaw, Mr G Watts, Mrs A Woollett

7.4 Public Rights of Way Committee Mr M Nairne, Mr C Lewis, Mr G Watts, Mrs A Woollett, Mr B Winter (co-opted to this committee)

7.5 Churchyard Committee: Mr M Baker, Mrs J Shaw

7.6 Village Hall Representative – Mr C Lewis

7.7 Parish Partnership – to be appointed for each meeting – Mr R Mountford to attend the next meeting on Thursday 9 September

7.8 EVA and PACT – Mr M Nairne

7.9 Crime Prevention Panel – to be appointed as required

7.10 Oakhill House Transport Forum – Mrs J Shaw

7.11 Centre Piece Author - clerk

7.12 Streetlighting monthly inspection – Mrs A Scally

2010/04/8 Minutes of the Meeting held on 21 April 2010 for agreement and signature

The minutes were agreed as a true record and signed by the Chairman.

2010/04/9. Matters arising from 21 April 2010 not covered elsewhere in the agenda

- 6.3.2 Clarification on Minutes of Planning Committee – it was agreed the detailed minutes would not be distributed but a note of any declaration of interest would be included under the Planning Section of the Agenda and Minutes.
- 6.5.2. A response from KCC was still awaited on repairs to the damage on the War Memorial in spite of a reminder being sent.
- 7.4 It was agreed to write to the Liaison Officer of Kent Highway Services to express concern over the level of service in this area.¹

2010/04/10.Reports from Committee Chairman

10.1 Finance

10.1.1 Account Balances as at 30 April 2010

National Savings Account	£22,699.01
High Interest Bond	£13,072.48
Business Money Manager	£25,447.59
Current Account Statement	£3,666.46
Total	£64,885.54

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

10.1.2 Payments made since 29 March 2010

The following payments were noted

Date	Cheque e no	Payee	Reason	Amount £
12 Apr	878	Bickmore Lock & Glass	Repairs to Pavilion	96.35
12 Apr	879	Lloyds TSB (Gaza)	Shingle	5.60
12 Apr	880	BT	Telephone	126.20
21 Apr	881	W Mzimba	Internal audit	255.00
21 Apr	882	KCC	Cleaning mats/stationery	21.22
21 Apr	883	EDF	Energy	33.74
26 Apr	884	P King	Salary/expenses	225.37
26 Apr	885	PA Gow	Salary/expenses	785.92
30 Apr	886	HM Revenue	Tax/NI	208.24
27 Apr	887	Bourne Amenity	Top soil	94.00
27 Apr	888	Pratts	Concrete slab	7.05
27 Apr	889	Gaza	Wood/concrete	21.71
10 May	890	SE Water	Water	55.41
10 May	891	PFL Electrical	Lighting contract	103.11
10 May	892	Hildenborough Village Hall	Room hire	151.50

10.1.3 Reinvestment of High Interest Deposit Bonds –

It was agreed to reinvest for a further three months at a rate of 0.4%¹

10.2 Open Spaces

The Committee's minutes had been distributed with the Agenda.

Subsequently there had been a break-in into the Pavilion. One window had been damaged, the glass had been replaced and the window secured. The police had attended. Various options were mentioned for further securing the building, these included cctv, boarding up the windows and generating a view in the village this behaviour could not be tolerated. It was agreed to replace the glass and it was delegated to the Open Spaces Committee to consider this further.²

10.2.1 Actions since previous meeting

10.2.1.1 It was noted the following had been purchased; materials for repairs in the recreation ground, fuel and spare parts for the strimmer.

10.2.2 Recommendation to the Parish Council

10.2.2.1 The Parish Council agreed they should thank PCSO Toni Matthew for her work on the youth facility and now manage the project for the benefit of all the youth of the village themselves.¹

10.2.2.2 The Parish Council agreed they should obtain a feasibility study on whether the current Pavilion is sound and fit for purpose.¹

10.2.2.3 The Parish Council agreed to congratulate the scouts on their initiative and that three members of the Open Spaces Committee would meet with the scouts to agree on the final location for the bonfire.¹

10.2.2.4 The Parish Council would take action to progress a solution to the ponding on the Village Green during wet weather which results in the flooding of neighbouring properties.¹ KHS had been asked for a response to the previous request for a vented kerb and the Borough Council would look at the feasibility of banking on the Village Green.

10.2.3 Other Matters

10.2.3.1 West Wood

The strip of grass between the service road and the B245 had not been mowed this year. It was agreed the contractor would be asked to mow this as a meadow, twice a year in July and September.¹

10.3 Planning

10.3.1 Applications received

The following applications were noted. There had been no declarations of interest.

App. No	Address	Details	PC Action
674/FL	The Oast Hse Hill View Rd	amendments	no comment
644/LB	Oakhill Hse 130 Tonbridge Rd	replacement Windows/doors	no comment
614/FL	Fairmount 61 Brookmead	double garage	no comment
769/FL	76 Knowsley Way	replacement conservatory	no comment
702/FL	5 Fairfield Way	extension	comment
715/FL	Philpots Lodge Philpots La	extension/alterations	no comment
815/FL	54 Leigh Rd	extension	comment
971/LRD	The Oast Hse Hill View Rd	details of joinery	no comment
871/FL	Gt Hollenden Fm Mill La	single storey garden rm	no comment
855/FL	2 Grove Cott London Rd	extension	comment
872/LB	Gt Hollenden Fm Mill La	single storey garden rm	no comment
167/FLX	Oakhurst Manor Bank Ln	extension of PIn perm.	comment
1066/FLX	Oakhurst Manor Bank Ln	extension of PIn perm.	comment
559/FL	Land at Hawden Fm Hawden Ln	recreational use of Fishing lake	comment

10.4 Churchyard – watering new trees

The nursery had said that watering should not be necessary during this year unless the trees showed any signs of distress following high winds or a prolonged dry period.

2010/04/11. Reports from representatives on outside bodies

11.1 Village Hall Representative –

There was a meeting on 28 April which approved the accounts. They had assets of £27,000 and increase from £18,000 the previous year. Regular and casual hiring was up on the previous year. The AGM is to be held on 23 May to approve the accounts and annual report which will be submitted to the Council (as Trustees) to pass to the Charity Commission.

11.2 Highways Coordinator

11.2.1 Spread sheet

It was reported that more money was available for road repairs and these should be completed within the next month. Some roads which needed repair had not listed on the report and these would be drawn to the Community Liaison Officer's attention.¹

11.2.2 Response from KHS regarding verge mowing

A response had been received saying that to delay mowing the verge would need to be listed as a roadside nature reserve by Kent Wildlife A request would be made to delay mowing of our verges until the end of May.¹

11.2.3 Response to KCC Wintersalting programme

The Planning Subcommittee went through the questionnaire and agreed an answer. A letter was sent to KCC regarding this as it seemed to be a set of principles without any details, for instance it implied A roads and not B road would be gritted, which would result in the road through the village not being gritted.

11.3 EVA and PACT

They were now holding surgeries rather than EVA and PACT

11.4 Farmer's Market feedback

It was proposed the title was not appropriate and should be Parish Council Surgery feedback. Following discussion over whether it was a 'surgery' or not it was agreed to rename it Parish Council Public Consultation.

11.5 Parish Council Public Consultation

There had been five comments, two of which concerned the issue of flooding on the Village Green which had already been discussed at the Open Spaces Committee meeting. It had been a busy morning at the Farmers' Market with many positive comments on the Parish Council.

2010/04/12. Correspondence

12.1 Matters arising from incoming and outgoing correspondence

12.1.1 It was noted that Hadlow Parish Council had distributed their Emergency Parish Plan

12.1.2 The bench on the corner of Riding Lane had been removed because it was in a dangerous state. It was reported this was greatly missed. Various options for a suitable location for a replacement were considered but it was decided to leave it to the Borough Council to decide. A letter would be sent requesting its replacement as soon as possible.¹

12.1.3 KHS - a letter had been sent expressing the Parish Council's concerns over the proposed parking restrictions in Lower Street, seeking a solution to commuter parking in the area.

12.1.4 Tonbridge & Malling Borough Council had been contacted requesting a meeting over the Housing Needs Survey.

12.1.5 Mr & Mrs Starkey - A copy of the letter sent to the Traffic Commissioner regarding an application for a Goods Vehicle Operating License had been received. The Parish Council are no longer consulted on these applications.

2010/04/13 Street lighting

13.1 Monthly Report – This was not available at the meeting.

13.2 Action required following testing and inspection report

A photograph of the leaning lighting column was shown and it was decided to ask the company providing the report what action was need.¹

13.3 Lighting Contract

The Standard Maintenance Contract over the past year had been considerably more expensive than had the Parish Council had a Re-active Service, it was therefore decided to take up a Re-active service in the future.¹

2010/04/14 Parish Website

There are new regulations for gov.uk sites which are intended to assist the poorly sighted. Our site is not affected by these regulations and a test had shown few problems on our site but a number in sites which can be referred from it. It was agreed to take no action.

The current arrangements for submitting updates will remain unaltered.

2010/04/15 AOB

Reference was made to the issue raised during the Public Session of the cycle track and the safety of other users. It was pointed out the Parish Council's insurers had been contacted when PCSO Matthew had initially contacted the clerk and they had said that Public Liability cover did

not cover such activities of any authorised or known about by the Council. The International Mountain Biking Association published guidelines for cycle trails and did not see there should be an insurance problem provided a risk assessment had been undertaken. They would investigate the matter further for us. The Council took the view that the group should be contacted and informed in writing that the track should be levelled and no further cycling activities should be pursued until the Parish Council had the opportunity to gather further information, ensure the area was compliant with insurance needs and take a decision.¹ Concern was expressed about the impact on other users. A member who had been working in a different part of the country said there was a dedicated area for such activities in that authority. Information on their insurance cover and management would be requested.¹

The meeting closed at 9.35

Public Session

There were six members of the public present.

PCSO Toni Matthew reported the crime figures for the month which were 14, including 2 burglary, 1 burglary other than a dwelling, 2 motor car thefts, 1 shop lifting, 2 criminal damage, 2 assaults, 1 possession of cannabis, 1 theft - left without payment.

A person had been detected for the break in of the Pavilion earlier this year and also for lorry offences at Stormonts.

She reported that while patrolling in West Wood she had noticed the appearance of cycle jumps and had spoken to some youths in the area regarding this. They had now come to the Parish Council to ask whether this could be put on an official basis. They had been proactive and had looked into the question of insurance cover and guidance from the International Mountain Bike Association. One of the young people present said they would like to be doing something constructive rather than hanging around on street corners, taking drugs or drinking and they felt that building a cycle track would be the better option. They were prepared to guide people who were walking in the area away from their activities. They said in answer to a question they tended to use the area in the summer as in winter the ground was too wet. They would ensure that littering did not occur. They felt it would be a great opportunity for local children, catering for younger cycling enthusiasts as well as those with more experience and likely to graduate to Penshurst Off Road Cycling. They thanked the Parish Council for their time.