

# HILDENBOROUGH PARISH COUNCIL

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## Minutes of the Parish Council Meeting held on Wednesday 16 December 2009 in the Margery Finzi Room at the Village Hall, Riding Lane.

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

### **2009/09/01. Apologies and reason for Absence.**

Mrs A Scally, to attend another appointment.

### **2009/09/02. Declaration of Personal or Prejudicial Interests**

There were none.

### **2009/09/03. Declaration of gifts and hospitality**

There were none.

### **2009/09/04. Minutes of the Meeting held on 18 November 2009**

There were two amendments, on p. 1598 the bus numbers should be 401 and 402 and on p. 1599, 6.1.4.4 'agreed all' should be deleted. Following these amendments they were agreed as a true record and signed by the Chairman.

### **2009/09/05. Matters arising from 18 November 2009 not covered elsewhere in the agenda**

8.1.1 KHS Tracking Survey – this has been completed. The highest priority for action had been identified as road maintenance.

8.1.2 Kent Fire & Rescue Service questionnaire – Responses were agreed to all questions. Aims and objectives, and Values the responses would be strongly agree, no additions were identified for these or under identified risks. It was thought distribution of safety messages could be put in libraries and mail should be an option to receive information. It was suggested that Kent Fire & Rescue Service should be invited to a future Annual Parish Meeting. The questionnaire would be completed and returned by the clerk.\*.

13.5 Policy Survey response – no copy available

### **2009/09/06. Reports from Committee Chairman**

#### **6.1 Finance**

##### **6.1.1 Account Balances as at 30 November 2009**

National Savings Account	£22,633.43
High Interest Bond	£13,051.75
Business Money Manager	£30,242.96
Current Account Statement	£4,081.80
<b>Total</b>	<b>£70,009.94</b>

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

##### **6.1.2 Payments made since 2 November 2009**

<b>Date</b>	<b>Cheque no</b>	<b>Payee</b>	<b>Reason</b>	<b>Amount £</b>
2 Nov	817	PFL Electrical	Street lighting contract	100.91
2 Nov	818	SE Water	Water supply	13.97

2 Nov	819	Hostway Ltd	Website provider	102.93
16 Nov	820	Wrotham Computer Care	Computer repairs	66.41
16 Nov	821	Hever Landscapes	Mowing churchyard	212.75
16 Nov	822	Hildenborough Village Hall	Room hire	104.50
26 Nov	823	P King	Salary/expenses	224.77
26 Nov	824	P Gow	Salary/expenses	912.89
30 Nov	825	HM Revenue & Customs	Tax/NI	207.64
26 Nov	826	Hospice in the Weald	Donation	100.00
26 Nov	827	Tonbridge CAB	Donation	100.00
26 Nov	828	Hildenborough Conservation Group	Donation	100.00
26 Nov	829	Southern Water	Water/drainage	30.49
3 Dec	830	KCC (KCS)	Mowing contract	1,848.06
3 Dec	831	PFL Electrical	Street lighting contract	100.91

### 6.1.3 Renewal of High Interest Investment Bonds

This had been completed at an interest rate of 0.4% or £10.31 over three months.

### 6.1.4 Donation to Village Hall

It was agreed to make a donation of £1,000 to the Village Hall.\*

### 6.1.5 Internal Auditor's Interim Report

A good report had been received with everything in order.

### 6.1.6 Membership renewal of Soc. Of Local Council Clerks

It was agreed to renew membership at an annual subscription of £118.\*

### 6.1.7 Precept level 2010/11

The draft expenditure budget of £47,927 was adopted and a precept rate of £13.79, the same as 2009/10, agreed, it being assumed that £3,831 would be taken from reserves.

### 6.1.8 Comment requested by Audit Commission on proposed external auditor for 2010/11

There was no objection to the proposed external auditor.

## 6.2 Open Spaces

### 6.2.1 Actions since previous meeting

#### 6.2.1.1 Vandalism

Materials, pickets and nails, had been purchased to repair the vandalised fence, total cost currently unknown.

Repairs had been completed on the bulkhead lights following vandalism at a cost of £89.50.

6.2.1.2 Three trees, field maple, wild cherry and oak had been planted as part of Breathing Spaces Tree O'Clock project on land in West Wood near to the Medical Centre. A pile of earth had been left to deter people from entering the area and it was agreed this should be further smoothed out.\*\* There was more coppicing to be completed in the remainder of the strip of land between the service road and the B245.

6.2.1.3 Service Road repairs had been completed at a cost of £1,980+vat. It was noted that the Medical Centre crossover had also received attention.

### 6.2.2 Matters for discussion

6.2.2.1 The quotation for power washing safety surfaces in the Recreation Ground, suggested in the RoSPA Safety Report was accepted at £280.\*

6.2.2.2 Agreement on the updated rental agreement for the Recreation Ground was deferred pending clarification of point 5.2.\*

### **6.3 Planning**

6.3.1 Applications received

The following applications were noted.

<b>App. No</b>	<b>Address</b>	<b>Details</b>	<b>PCAction</b>
TEMP/41	St Margaret Clitherow RC	infilling courtyard	no comment
TEMP/40	St Margaret Clitherow RC	alterations to road layout	no comment
2361/TPOC	Chequers Farm 105 London Rd	felling 9 horse chestnut trees	comment

In addition the following were verbally reported from the Planning Committee meeting held on 14 December 2009:

2995/FL	4 Brookmead	extension	comment
3037/FL	74 Mount Pleasant	extension	comment
2896/FL	Pinecroft 1 Hardwick Rd	new 4 bedroomed dwelling	comment
2960/FL	Hawden Farm Hawden La	recreational lake car park, access track	Object
2992/OA	Oakhurst Manor Bank La	81 dwellings, shop	Object

### **2009/09/07. Reports from representatives on outside bodies**

#### **7.1 Crime Prevention Panel**

It was noted that Snodland had reported the youth shelter had not been used, their experience on this would be sought.\*

#### **7.2 Village Hall Representative**

An assault had occurred and had been investigated by the police. There had been instances of nuisance and vandalism downstairs. There was now a Radar lock on the disabled toilet with a spare key behind the bar. The police had suggested a key pad rather than leave the doors unlocked and all users' views were being sought. Other suggestions included cctv. Decisions on these matters would be taken during the January meeting.

#### **7.3 Highways Coordinator**

A report on the meeting with KHS was noted and the Spreadsheet of items to be completed at 16 December was circulated.

#### **7.4 Oakhill House Transport Forum**

This group had met for the first time and had been given a conducted tour of the site. The haul road would be removed within six months and a further two buses to Tonbridge would be provided for staff transport. There would be a further meeting next year.

### **2009/09/08. Correspondence**

#### **8.1 Correspondence requiring action not covered elsewhere**

8.1.1 Lord Lieutenant of Kent – invitation to annual Civic Service 22 April 2010 – This invitation would be accepted and a representative nominated at a later date.\*

8.1.2 KCC – Consultation on Community Infrastructure Provision Service Strategies in Kent 2009 by 20 January 2010 - Mr Barton would look at this.\*\*\*

#### **8.2 Matters arising from other incoming and outgoing correspondence**

8.2.1 KCC had advised that the Parish owned lighting in Riding Lane would not be adopted as it did not fit the standard specification. A further letter would be sent to

KHS requesting a decision on the other lights it had been suggested should be adopted.\*

8.2.2 A further letter would be sent to Rail Track regarding the ticket machine and secure cycle storage. A new ticket machine had been installed following vandalism, but the display was no better.\*

### **8.3 Correspondence awaiting reply**

8.3.1 KCC had suggested the Parish should contact their County Councillor for funding to maintain the War Memorial, saying they were happy to be involved in any meeting set up for this purpose. The Charity was set up in 1922 with KCC as Trustees and KCC had spent nothing prior to refurbishment last year. Transfer of the War Memorial to the Parish Council would incur legal fees, probably in excess of £2,000 to be paid by KCC.

It was suggested that it may be better to leave things as they are – the Parish Council providing plants and keeping the area tidy and leave all maintenance matters to KCC. Initially, the number of the Charity should be sought.\*

#### **2009/09/09 Report on street lighting**

This was not available. Safety certificates were still not available to the Parish Council.\*

#### **2009/09/10 Developing the public profile for the Parish Council –report on Farmer’s Market response**

10.1 Organisers of the Farmer’s Market had agreed to allocate a table and identified space for a private meeting, if necessary. This would commence on the second Tuesday of January. Mr Lewis would organize who would attend.\*\*\*\*\* Mrs Scally had already agreed to attend and Mrs Woollett also said she was willing to do so occasionally.

10.2 The member attending the Farmer’s Market should report contacts to the Clerk who would action any necessary points.\*\*\*\*

10.3 It was suggested that residents who had contacted the Parish Council when they wished to complain about the handling of a recent planning application did not understand the role of the Parish Council and that better understanding of the Parish role would assist in developing the profile.

#### **2009/09/11. Up date on proposed Mount Pleasant Car Park**

There had been no response to date.

#### **2009/09/12 AOB**

12.1 It was reported that the British Legion owned the land in front of their Club House.

12.2 A dog fouling sign had been knocked over at the junctions of Leybank/Brookmead. The clerk would report this.\*

12.3 The notes from the Probity in Planning Meeting had been circulated and were drawn to members’ attention, especially as they gave a simple view of Prejudicial interest concerns..

### **The meeting closed at 9.35 pm**

#### **Public Session**

Two members of the public were present.

PCSO Toni Matthew reported this month’s crime figures of five, five less than the previous month. These included assault, motor theft, criminal damage and theft of diesel. Three ASBOS had been served on two males and a female for assault in the Village Hall. A man had been arrested for burglary of a dwelling in Leigh Road. This

house had been targeted as it was known there was no one in. This arrest was attached to a lot of other burglaries.

Litter dropping had been targeted but had not met with success as the chosen day was very wet, this would be repeated as it was clear that Hildenborough had been neglected.

She had undertaken a survey of young people regarding leisure equipment in the recreation ground. To date there had been requests for a swing, roundabout, zip wire, rugby goals posts and gym equipment. She was going to undertake further survey work on the school buses.

There had been a request for a 30mph speed limit in Riding Lane. KCC were currently undertaking a county-wide review of speed limits on A and B roads. It is not certain that Riding Lane is even a C road, but it was pointed out that this is a bus route. The survey will be undertaken from April 2010 in the area including Hildenborough. Parish Councils will be consulted at a later stage. PCSO Toni Matthew said that she logged peoples' views when they stopped her and these would be included.

A resident requested a parking lay-by between 22-30 Riding Park. This would assist through traffic such as dust carts but particularly should a fire engine need access.