

HILDENBOROUGH PARISH COUNCIL

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Open Spaces Committee meeting on Wednesday 25 March 2009 in the Committee Room of the Village Hall at 8pm.

MINUTES

Mr M Baker (chairman) Mr T Barton
Mr R Mountford Mrs A Scally

Mr C Lewis
Mrs A Woollett

Mr P Lane

Minutes of previous meeting held on Wednesday 14 January 2009

These were agreed as a true record.

Matters Arising

The seat on the Village Green had been repaired.
There was currently no trace of mice infestation in the Pavilion
The security light had been repaired.

Recreation Ground

Drainage – Proposals received from Bournes was discussed but it was decided that the aim was to improve the ground for everyone not just the football pitches. It was agreed to ask them to requote for a drainage system for the whole field with and without lytag in

Ball Court – fencing and drainage. Park Leisure was shortly coming to fix panels behind the goal with the new fixings. It had not been possible to monitor any flooding due to the lack of rain since the last meeting.

Scout's bonfire

3.3.1 Damage from bonfire The bonfire site had yet to be re-turfed, although someone had scattered grass seed over the damaged area.

3.3.2 Update and estimate for repairing other damage The damage to the ground by vehicles had again been assessed by our contractors. They reported the ground had, to some extent, recovered. The section in front of the Pavilion may not need further work and this would be monitored after the first mow. The areas which had deeper rutting had also, to some extent, recovered. The shallower rutting would be monitored again after two cuts to see if further work was necessary. The small section of deeper rutting would probably need topsoil infill and reseeded. The cost was likely to be small if the ground responded as the contractors anticipated.

3.3.3 Correspondence from scouts – Copies of the latest letter from the scouts was distributed. After discussion a response was agreed that the Parish Council would organise the repairs and look to the scouts to reimburse the Parish Council. They would also be asked to ensure the bonfire site was re-turfed by the time the other damage was repaired and should this not have occurred by the time the other damage was repaired the Parish Council would organise the re-turfing and look to the scouts to reimburse them.

3.3.4 Donation requested at Annual Meeting. The scouts had not approached the Parish Council for a donation and the person requesting the donation did not have any links with the scouts. It was reported that the scouts had the fireworks in store although they may not all be usable at their next event and losses had been incurred mainly from the refreshments and ticket refunds. It was therefore recommended to the Parish Council not to proceed further.

Youth shelters – A proposal from PCSO Toni Matthews for the erection of youth shelters on the Recreation Ground was discussed. The Parish Council would be recommended, in principle, to allow the erection of two youth shelters on the Recreation Ground in an area bounded by the ditch, path and Riding Lane. The youth group would need to obtain funding for this project.

West Wood

New Play Area

4.1.1 installation to date – some security fencing was still outstanding, the path needed rolling and the query regarding the soil on the bank had yet to be resolved. It had been requested that the soil on the bank by the mound should be deposited around the existing slide but this had been ignored. If this soil is now removed from the site it should not be at cost to the Parish Council. The clerk would again pursue the matter.

4.1.2 signage – the clerk would obtain the age group covered by the equipment from Monster Play.

4.1.3 official opening – The list of people to be invited was distributed and agreed. The order for merchandize was agreed, this included the addition of three further T-shirts to allow one for each child designer.

4.1.4 Post Installation Inspection Certificate – it was reported that Maria Cooke would undertake this at a cost of £295. This certificate had been advised by Tonbridge & Malling Borough Council.

Quotation for refurbishing mound around old slide – The quotation from Monster Play was discussed and it was decided that this was not what was required. It was agreed to obtain quotes for covering the concrete area at the top of the slide and between the slide and the mound with paving netting and reseed the area.

Repairs to old goal area – Landscape Services would be asked to quote for reseeded the area.

Update on existing area between service road and B245 – part of this had been cleared. The view was expressed that the hedge should be replaced.

**HILDENBOROUGH PARISH COUNCIL
ASSETS WITH PURCHASE PRICE IN EXCESS OF £1,000
March 2009**

	Location	Date acquired	Purchase price	Estimated Current value
ion Ground	Riding Lane	1931	£1,125	Nominal value £1
	Riding Lane	1932	£248	£124,004 (insurance value Fel
rt	Riding Lane	30 May 2004	£50,000	£55,190
uip. – metal	Riding Lane	1 May 2006	£47,289	£52,167 (13,056 play equ + £ fence)
uip. – wooden	Riding Lane	1 October 2001	£9,141	£11,236
		Not known	Not known	£2,750
	Riding Lane	Not known	Not known	£1,575
	Riding Lane	2004?	£2,662	£3,086
ood	Tonbridge Road	1976	£250	Nominal value £1
ood	Tonbridge Road	1982	£4,250	
ood Play ent	Tonbridge Road	23 March 2009	£50,000	£50,000
st	Tonbridge Road	June 2004	£3,695	£4,282
Green	Mount Pleasant	1927	£100	Nominal value £1
g Fountain	Mount Pleasant	1894 approx	Not known	Nominal value £1
	Mount Pleasant	Not known	Not known	£1,575
boards	Hilden Park Rd Brookmead Tonbridge Road (2)	30 July 2001	£2,840	£3,456
al computer	Village Hall Riding Lane	31 March 1997	£1,024	Written off
ing columns	See separate list	Various times	Not known	£42,000 (insured value)
VALUE OF ASSETS				£351,325

ASSETS - PURCHASE PRICE BELOW £999

	Location	Date acquired	Purchase price	Estimated Current Worth
	Pavilion Riding Lane	30 May 2002	£50	£158
m cleaner	Pavilion Riding Lane	28 August 2003	£45	£95
benches	West Wood	2002?	£645	£2,100
trimmer	Pavilion, Riding Lane	2006	£90?	£79
map	Riding Lane	20 September 2000	£300	£378
r	Village Hall Riding Lane	29 July 1999	£238	Written off
riter	Village Hall Riding Lane	17 March 2003	£98	Written off
Acer Travel	Clerk's home	23 May 2006	£478	£735
Epson Stylus 0	Clerk's home	18 January 2007	£90	£80
g of construction ass by Mrs och of Langton entitled ays of Tomorrow'	Library Riding Lane	Abolition of TRDC 1974	gift	Nominal value £1

Estimated Current Worth increased by 5% 2008/09

APPENDIX 2
Tonbridge & Malling Crime Prevention Panel

23 February 2009

Present:

Andy Blackmore (Chair)	Kent Police and Resident of Hildenborough
Jeni Ashmore	Tonbridge & Malling Borough Council
Chris Block	Snodland Town Council
Daniel Brown	Snodland Town Council
John Brooker	Kent Police
Liz Davies	Hadlow Resident
Alison Finch	Tonbridge & Malling Borough Council
Trevor Ladamun	Trottiscliffe Parish Council
Peter Lantsbury	Plaxtol Parish Council
Steve Mellors	Kent Crimestoppers
Ron Nutley	Tonbridge Lions Club
Nathan Pascall-Smith	Kent Police
Dave Pate	Kent Police
Martin Smith	KCC Community Wardens
Lesley Street	Shaw Trust
Peter Street	East Peckham Parish Council
Brian Taylor	Aylesford Parish Council
John Watson	Kent Police (Neighbourhood Watch)

Presentees were received from Rob Jones (Platt Parish Council).

Minutes of the meeting held on 15 September 2008

Minutes of the meeting held on 15 September 2008 were agreed as a correct record.

Matters Arising

Number Plate Operation

Alison Finch reported that the Police had kindly agreed to donate £200 towards the Safer Number Plate Operation. She stated that the Panel now had funding towards the Operation. Dates for these operations would now be considered and the Panel would be kept informed once the dates had been agreed.

Prevention events

Nathan Pascall-Smith advised that further details regarding the Community Warden school quiz were not yet known but he would keep the Panel informed. Nathan Pascall-Smith stated that he had confirmed the date of the Wrotham event to Alison Finch and that this had now taken place.

Local update

Alison Finch reported that she had written to all Parish Councils and some had provided funding (to be discussed later in the meeting).

Alison Finch also advised that she had produced a stock report which would be discussed later in the meeting.

Event

Alison Finch advised that the social event had been arranged and that all who had attended had enjoyed the evening.

Houses in Hadlow

Alison Finch explained that she had not passed on the details of the location to Martin Smith as the houses had not been built.

Presentation from Crimestoppers

Steve Mellors gave a brief presentation on the work of Crimestoppers. He explained that Crimestoppers was a charity which gave people an anonymous way to report crime or criminal activities. There was a single UK number (0800 555 111) for people to call which was promoted locally.

Steve Mellors advised that Crimestoppers was not an emergency service but gathered intelligence which was then passed on to the police and other agencies. The telephone line was manned for 24 hours per day and anyone who phoned was guaranteed anonymity. Steve Mellors also reported that the telephone number would not show on an itemised bill.

Steve Mellors was offered for information leading to a successful prosecution and to claim a reward callers were given a unique pin number. Callers could also claim a reward to be put into any bank. Rewards ranged from £100 to £1,000.

Steve Mellors further advised that a website (www.mostwanted-uk.org) had been set up which gave lists of the most wanted criminals in Britain. Steve Mellors advised that currently there were not many people from Kent listed on the site but he hoped that this would change in the future, as he was promoting Crimestoppers in Kent Police.

Alison Finch thanked Steve Mellors for his presentation and stated that it was useful to know what Crimestoppers did so that it could be publicised in local newspapers.

It stated that he had checked on the police website for crime statistics but it did not seem to be up to date. A Blackmore stated that he did not know why it was not up to date but he would try to find out why this was. A Blackmore stated that the crime reductions were very good but he felt that these figures could probably not be sustained all the time. However, he also stated that the Panel would have a large part to play in helping people to prevent crime and to provide reassurance. A Blackmore to find out why the police website was not up to date with crime statistics.

Financial report/update

A Blackmore gave a brief overview of the Panel's financial position. She explained that there was currently a balance of £1,089.20 in the account. She stated that a number of the Parish Councils had provided funding for the Panel, although the Borough Council would not be able to provide a grant for this year. However, A Finch stated that the Police had agreed (via the Community Safety Partnership) to provide a contribution to the Panel (for crime prevention items). The Panel thanked the Police for their contribution. A Blackmore also gave a stock report on the crime prevention items purchased by the Panel. She advised that over the past two years the Panel had purchased 4,000 purse chains which had all been distributed. The only items that remained were some badges and t-shirts. A Blackmore stated that there had been some positive feedback from the last crime prevention event which had been held in Waitrose in Tonbridge. At this event the police had been able to distribute purse chains to a number of the shops in Tonbridge and this had been appreciated by the shops. A Blackmore had been able to target vulnerable shoppers. The Panel discussed whether the shops could be asked for a donation towards the purse chains. A Blackmore stated that there was no reason why they could not be asked. The Panel also discussed possible fundraising for items and it was agreed that this would be discussed in more detail at a future meeting. A Blackmore stated that the Panel should try to advertise more widely about the good work occurring in the borough and that they could try to use local media as well as things such as Kent TV.

Date of the next meeting

The next meeting would be held on Monday 20 April at 5.30pm at Tonbridge & Malling Borough Council offices, Kings Hill (in the Council Chamber).

**APPENDIX 4
TRANSPORT FORUM**

**Meeting held on Friday 06th March 2009
2.00 p.m. at GSK Offices, Leigh**

Cllr. Mrs G Davison Sevenoaks District Council (Chair)
Mr C Clark GSK
Cllr Mrs A Cook Sevenoaks District Council
Ms N Cowley Sevenoaks District Council
Ms K Reynolds Tonbridge & Malling Borough Council
Mrs J Shaw Hildenborough Parish Council
Mrs M Myers GSK

Attendees: Mrs A Kerry Sevenoaks District Council
Mr A Corcoran Kent County Council
Mr M O'Brien Tonbridge & Malling Borough Council
Cllr. Mr M Balfour Tonbridge & Malling Borough Council
Cllr. Mr M Rhodes Tonbridge & Malling Borough Council
Mr T Drury Kent County Council
Mr C Stratton-Brown Leigh Parish Council
Mr M Ray GSK

Minutes of the previous meeting:	Action
The last meeting was held on Friday 14 th March 2008. The minutes were agreed as a correct record of the meeting.	(Information)

<p>completed this should result in a major energy saving. Another project is to install a sprinkler system in the drum store.</p> <ul style="list-style-type: none"> • The proposal for the site drainage/clean water segregation system (PPC of the site) was discussed yesterday with the Environment Agency who were auditing our system (we are in full compliance with the PPC). Currently foul water, trade effluent and surface water all go into the one system. The proposal is that trade effluent and foul water are segregated. The surface water will discharge into the mill stream. It is hoped that we can do this project later in the year. It has benefits for GSK and the Environment Agency is happy for us to do this. We are in full compliance with the PPC. • There are two minor works projects (project value £1K - £30K). These are “keep the trains running” type of projects. No major construction is planned. 	
<p><u>Staff Numbers</u></p> <ul style="list-style-type: none"> • CC reported that following a review of facilities within the company there have been a couple of site closures in the UK and consolidation of facilities elsewhere. There were four production streams in the Tonbridge pilot plant however these have now been reduced to three. As a result of the recent restructuring the site has to reduce staff numbers. • A considerable amount of capital has been spent to upgrade the Tonbridge facilities and this indicated a long-term commitment to the site. • We have been given a very positive view of the company as a whole by new CEO Andrew Witty. This is encouraging as it is a very difficult time for pharmaceutical companies in general. 	(Information)
<p>Travel Plan Initiatives Progress:</p>	
<p><u>Tonbridge Travel Plan:</u></p> <ul style="list-style-type: none"> • The travel plan document had been circulated. Most of the items have been completed. CC said that anything we are doing now is in addition to those on the plan or on-going activities. 	(Information)
<p><u>GSK Travel Plan:</u></p> <ul style="list-style-type: none"> • GSK is currently looking at harmonising all of the travel plans into a document that will cover all of the sites, with appendices for individual sites. The Tonbridge Travel Plan has been forwarded to the person co-ordinating this initiative. Part of the process was to carry out a survey of vehicle movements to/from sites during a period in 	(Information)

<p><u>Leigh Historical Society:</u></p> <ul style="list-style-type: none"> Chris Rowley has now published his book on the Old Powder Mill workings and many of the staff have bought copies. On behalf of the Leigh Historical Society, Cllr Cook expressed their appreciation to GSK for being allowed on site. 	(Information)
<p><u>Any Other Business</u></p>	
<p><u>Involvement with External Groups:</u></p> <ul style="list-style-type: none"> CC commented that without the Transport Forum there might not be the same incentive to have dialogue with the local community. GSK has asked a company of planning consultants to do some work to see how GSK can improve involvement with external groups in terms of planning and community relationships for all R&D sites. CC went through the list of local external contacts for Tonbridge site and asked if there were others whom we should contact. The local Councillors Peter Lake (for Sevenoaks) and Godfrey Hall (for Tonbridge) should be added to the list as well as the local Parish Councillors. It was felt that Peter Gilroy (CEO) was not the most appropriate contact and should be removed from the list. CC said that we might also consider holding another Residents' Evening. GSK has occasional contact with the local police (through our Security team) and fire brigade. There at least two visits per year from the local fire brigade. We have never had any problems reference Animal Rights groups at this site however we are still on the risk list. GSK has an injunction against AR groups who have to comply with a designated procedure if they want to protest outside any GSK site. CC had a meeting in January with Jeff Seear (Sevenoaks DC Council Emergency Planning Officer) to discuss GSK's emergency plans and business continuity procedure. 	<p>(Information)</p> <p>(Information)</p> <p>(Information)</p> <p>(Information)</p>
<p>Date of next meeting: 05-Mar-2010 at 14:00.</p>	

APPENDIX 5 - CORRESPONDENCE RECEIVED SINCE 18 FERUARY 2009

	Sent/ Received	Contact	subject	Age item
13-Feb-09	R	West Kent Mediation	information leaflets and request for donation	
14-Feb-09	R	T&MBC	Community Safety Partnership newsletter	T
18-Feb-09	R	Rural Kent	Climate change - A challenge for your Community event 14 Mar	
19-Feb-09	R	KCC	raising awareness of Love Food Hate Waste	
20-Feb-09	R	GSK Transport Forum	Agenda	
23-Feb-09	S	Communities and Local Government	Community in Control response	
23-Feb-09	R	Gala Lights	advertising fesitve illuminations	
23-Feb-09	R	KALC	training information	
23-Feb-09	S/R	Sevenoaks D C	response on Householder Extensions and acknowledgements	
23-Feb-09	R	SLCC	newsletter	
23-Feb-09	S	St John's Church	information from T&MBC on Heritage Open Days	
25-Feb-09	S	G Watts	Co-option members pack	
26-Feb-09	S	HM Revenue	infor to reclaim vat on play rea	
26-Feb-09	S	Lyons Electrical	declining quotation	
26-Feb-09	S	National Savings and Investments	request for updated bank book	
26-Feb-09	S	Ringway Infrastructure Service	declining quotation	
26-Feb-09	S	Southern Electric Contracting	declining quotation	
26-Feb-09	R	St John's Church	response to flood lighting query	
26-Feb-09	R	T&MBC	acknowledgement of co-option	
26-Feb-09	R	T&MBC	Easter Activate brochure	
2-Mar-09	R	Kent Fire & Rescue Service	acknowledgement of comments	
2-Mar-09	R	Park Leisure Ltd	services on offer	
2-Mar-09	R	Police	update on incident	
2-Mar-09	R	Standards Board	News update	
2-Mar-09	R	T&MBC	Agenda Joint Transportation Board	
2-Mar-09	R	T&MBC	Leisure & Arts Strategy 08-13	
2-Mar-09	ty	T&MBC	Dog Control Orders	
3-Mar-09	R	Hospice in the Weald	appeal for Bereavement Support	to Fil Nov.
3-Mar-09	S	Landscape Services	acceptance of quotation for grounds maintenance	
3-Mar-09	R/S	Monster Play/T&MBC	copy of invoice sent to T&MBC	
4-Mar-09	R	T&MBC	Crime Prevension Panel mins and agenda	
5-Mar-09	R	CPRE	invitation to Hadlow College	
6-Mar-09	R	T&MBC	changes to refuse collection rounds	
9 Mar 09	S/R	Monster Play	confirmation of issues to be addressed and response	
7-Mar-09	R	KHS	spreadsheets	
7-Mar-09	R	NS&I	bank book return + interest	
7-Mar-09	R	T&MBC	minutes of council, cabinet and committee mtgs.	

6-Mar-09	S	BP agent	reassurance sought on retention of pet cemetery	
6-Mar-09	R	T&MBC	amendments/additions on meeting dates	
6-Mar-09	R	T&MBC	Parish Partnership Panel minutes	Ager
7-Mar-09	R	Kent Wildlife	details of courses	
7-Mar-09	S	Winning Ways	order for trophies for Road Race	
8-Mar-09	R	HSBC	confirmation of High Interest Deposit Bonds	
8-Mar-09	S	Landscape Services	cricket fixture list	
8-Mar-09	R	Zurich	copy of employers liability certificate	Ager
8-Mar-09	R	Zurich	updated premium to include WW play area	Ager
20-Mar-09	R	KCC	Kent Health Watch posters	
20-Mar-09	R	KCC	free energy report	
20-Mar-09	S/R	Russet Homes	reminder on car park and response	
20-Mar-09	R	Warners	response on Village Hall boundary	Ager
21-Mar-09	R	KALC	course - clerks' information day	
21-Mar-09	R	Peter Thomas	response re insurance of churchyard trees	
23-Mar-09	R	BLF	order form for merchandize for WW opening	
23-Mar-09	R	Clippings	courses	
23-Mar-09	S	Cricket Club	rental agreement	
23-Mar-09	S	Gardeners' Club	rental letter	
23-Mar-09	R	Monster	prices of youth shelters	
23-Mar-09	S/R	Mr Simpson	corr. Regarding scout's bonfire	
23-Mar-09	S	Stooball Club	rental agreement	
23-Mar-09	S	Tennis Club	rental letter	
25-Mar-09	R	Kent Wildlife	Severnoaks Living Landscape project courses	
26-Mar-09	R/S	Alan Standen	hiring Rec. Grd. July 09	
r 25 Mar	S/R	KHS	street lights Foxbush/Rings Hill / do belong to PC agreed with BrianChitty	
26-Mar-09	R	GSK	minutes of meeting 6 Mar 09	
26-Mar-09	R	Scouts	3 letters 3/10/ Mar requests regarding bonfire damage	
27-Mar-09	R/S	KHS	spreadsheets	
28-Mar-09	R	Applause	information on rural touring productions	
28-Mar-09	R	Queensbury Shelters	bus shelters	
30-Mar-09	R/S	Diane O'Grady	query when WW play area opening / reply	
30-Mar-09	S	Fosse Bank School	invitation to play area opening	
30-Mar-09	S	Hildenborough CEP School	invitation to play area opening	
30-Mar-09	S/R	Mark Parsons	request to use cricket pitch	
30-Mar-09	S	Monster Play	declining quotation	
30-Mar-09	S	Stocks Green School	invitation to play area opening	
30-Mar-09	R	T&MBC	small business rate relief	
31-Mar-09	R	ACRK	Richard Hall leaving Tessa O'Sullivan replacing + change of address	
31-Mar-09	R	Ahmadiyya Muslim Ass.	invitation to seminar in Hildenborough on 25 March	

4-Apr-09	R	NCVO	invitation to join £42 pa.	
6-Apr-09	R	Sustainable Communities Act	Parish Councils need principle councils to adopt Act before they can use it, invitation to submit lobbying letter.	
9-Apr-09	R	Gala Lights Ltd	Christmas decoration supplier	
9-Apr-09	R	KHS	link to Kent TV showing Highway Agency campaign on road worker safety	
14-Apr-09	R	Kent Downs AONB	The Orchid newspaper	T
14-Apr-09	R	T&MBC	proposed prohibition of waiting - Nizels Lane	
14-Apr-09	R	Warners	invoices for registration of land and BLF	
14-Apr-09	R	Miss Pearce	comments on planning application TM/09/00265/AT	
15-Apr-09	R	HSBC	Statement of Principles - banks and businesses - working together	
15-Apr-09	R	Maria Cook	Post Installation Inspection Report	
1-Apr-09	R	Mark Rhodes	Weald Court bus stop replacement	
15-Apr-09	R	Chris Willis	designing public playground	
2-Apr-09	R	Stocks Green School	acceptance of invitation	
7-Apr-09	R	PCSO Toni Matthew	SPEED Watch - forwarding Jackie Charrington suggesting volunteer group	
4-Apr-09	R	Ryan Baylis	quotation for renovating slide	
8-Apr-09	R	T&MBC	draft press release for opening of play area	
2-Apr-09	R	KCC	Allan Cox would like to meet with PC to discuss future management of war memorial	