

# HILDENBOROUGH PARISH COUNCIL

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## Minutes of the Parish Meeting held on Wednesday 21 October 2009 in the Margery Finzi Room at the Village Hall, Riding Lane

**Present:**

<b>Mr T Barton (chairman)</b>	<b>Mr M Baker</b>	<b>Mr P Lane</b>
<b>Mr C Lewis</b>	<b>Mr R Mountford</b>	<b>Mr M Nairne</b>
<b>Mrs A Scally</b>	<b>Mrs J Shaw</b>	<b>Mr C Smith</b>
<b>Mr. G Watts</b>	<b>Mrs A Woollett</b>	

### **2009/08/01. Apologies and reason for Absence.**

There were none.

### **2009/08/02. Declaration of Personal or Prejudicial Interests**

There were none.

### **2009/08/03. Declaration of gifts and hospitality**

There were none.

### **2009/08/04. Minutes of the Meeting held on 16 September 2009**

These were agreed as a true record and signed by the chairman.

### **2009/08/05. Matters arising from 16 September 2009 not covered elsewhere in the agenda**

**2009/07/05: 2009/06/05: 2009/05/05: 2009/04/09 6.4.2** Land at the junction with Philpots Lane and Ringshill – no further information had been received. In reply to a question, the Borough Council had investigated the footpath. In answer to a further question, several Councillors claimed the footpath on to Rings Hill had not been in existence for the requisite number of years.

**2009/07/09 9.1.1** It was noted that the telephone box on the corner of Leigh Road/Brookmead was in need of renovation – painting and glass replacement. A request to BT to undertake the work would be sent.\*

**2009/07/09.1.3** Local Works – request for PC to support the Sustainable Communities Act Amendment Bill by writing to our MP. Mrs Woollett had read this and informed the Council that the proposal looked at giving local people more power in deciding local matters. It was agreed to write to our MP to urge him to support the inclusion of this amendment.\*

### **2009/08/06. Reports from Committee Chairman**

#### **6.1 Finance**

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

National Savings Account	£22,633.43
High Interest Bond	£13,051.75
Business Money Manager	£26,988.98
Current Account Statement	£6,546.12
<b>Total</b>	<b>£69,220.28</b>

The chairman of the Finance Committee confirmed the Account Balances as correct.

##### **6.1.2 Payments made since 7 September 2009**

The following payments were noted:

<b>Date</b>	<b>Cheque no</b>	<b>Payee</b>	<b>Reason</b>	<b>Amount £</b>
9 Sept	798	KK Garden Construction	Mowing churchyard	212.75
26 Sept	799	P Gow	Salary/expenses	743.41
30 Sept	800	HM Revenue & Customs	NI/Tax	204.80
26 Sept	801	P King	Salary/expenses	224.77
17 Sept	802	Tonbridge & Malling BC	Summer play scheme	1,662.68
17 Sept	803	Playsafety Ltd.	Safety check play equip.	190.33
29 Sept	804	Gaza Timber	Maintenance materials	34.56
29 Sept	805	PFL Electrical Ltd.	Lighting contract	100.91
29 Sept	806	Craigdene Ltd.	Safety check on slide	126.50

**6.1.3 Quarterly Financial Statement**

The cost of vandalism was deplored and the statement noted.

**6.1.4 Internal Auditor 2009/10**

It was agreed the clerk would arrange the half year inspection by the same internal auditor as in 2008/09.\*

**6.2 Open Spaces****6.2.1 Minutes of meeting 7 October**

6.2.1 PCSO Toni Matthew had yet to organize the infilling of the cycle ramps dug out in the Recreation Ground. The individuals responsible were not taking responsibility for the damage but she continued to work on the matter. The opinion was expressed that it was not a good sign for the future.

**6.2.2 Action since previous meeting****6.2.2.1 Rental Agreement with Scouts for use of Recreation Ground**

The scouts had requested amendments to the agreement and it had been jointly agreed to obtain the comments of our solicitors. As a result a revised agreement was sent to the scouts who have now signed the agreement, enclosing a map of the proposed layout and route to be taken by vehicles.

Regarding clause 3.3 it was agreed that the Parish Council would delegate authority to members of the Open Spaces Committee to cancel, if necessary, the firework event. They were four from Mr Baker, Mr Lane, Mr Lewis, Mrs Scally and Mr Watts.

**6.2.3 Recommendations to Parish Council**

6.2.3.1 Following consideration of the RoSPA Safety Report the Parish Council agreed:  
Not to install low fencing round the pond, or bolt locks on the play area gates and not to cut off the 48 projecting bolts around the ball court.

6.2.3.2 The Revised Agreement for use of the Recreation Ground for the firework event was agreed and it was noted that our solicitor's fees would be of the order of £350.

6.2.3.3 The revised quotation for renovating the old slide in West Wood had not been received. This would be discussed at the next meeting of the Open Spaces Committee \*\*

**6.2.4 Matters for discussion**

6.2.4.1 Quotation for signage in the Recreation Ground – it has not been possible to find standard Ball Park signs, it was agreed take no action.

6.2.4.2 Purchase soil for infill suggested by RoSPA Safety Report in the Recreation Ground – it was agreed to purchase a bag of suitable soil at £70.16.

6.2.4.3 It was agreed to adopt the revised rental agreement for hiring the Recreation Ground. The level of £2 mill. indemnity would be checked with our insurer at the next renewal date.

6.2.4.4 Report on progress on drainage project – the grant application had been completed and would be further discussed at a meeting of the Hildenborough Sports Association next week. If the grant application was successful, a contribution would be necessary from the Parish Council of the order of £15,000 to achieve the full drainage scheme, including Lytag banding.

6.2.4.5 Report on progress on cycle park – the grant application was ongoing. Due to cost the application would have to be for the wooden type ramps as the concrete construction would be too expensive. It was suggested that repair costs would need to be considered and guarantees of length of life would be established.

The cricket club had expressed a concern regarding the position of the proposed site immediately behind the bowler's arm. This would be considered when the final position was agreed.

**6.3 Churchyard – minutes of meeting on 10 October 2009**

6.3.1 It had been established the oak and horse chestnut tree would need to be inspected in 2010.

6.3.2 Quotation for cutting yew hedge had yet to be received.

6.3.3 It was noted that the Churchyard Committee would like more cuts to the churchyard in April/May and less in the New Burial Ground. This would be taken into account when next year's budget was being discussed and set.

6.3.4 The new trees had been watered until leaf fall and had suffered a slight amount of checking but were thought to be generally growing well but the remaining horse chestnut shoots should be killed by spraying.

**6.4 Planning**

6.4.1 Applications received

The following applications were noted:

App. No	Address	Details	PCAction
1923/FL	Vines Vines La	demolition/reconstruction of kitchen/fam.rm/garage	no comment
2043/FL	Vines Vines La	demolition/reconstruction of outbuildings/garage	no comment
2044/FL	Vines Vines La	"	no comment
1697/FL	6 Derby Close	erection of bungalow	comment
1568/RD	Hilden Golf Centre Rings Hill	details of materials	comment
2273/LB	Spring Hse LeighRd	replacement porch	no comment
2150/FL	80 Brookmead	extension	comment

### **2009/08/07. Reports from representatives on outside bodies**

7.1 Crime Prevention Panel – The minutes of the meeting held on 21 September 2009 were noted.

7.2 Parish Partnership Representative

A presentation had been given regarding the continuation of the Medway Valley Footpath, improving public access to footpaths and by the Medway Valley Country Partnership on the introduction of a beavers, local amenities with Parish Councils, river bank reinstatement and riverside cycling and they were looking to establish additional routes around Kent.

Mr Gibson from Network Rail did not attend.

The Parish Portal, My Kent Highways Online, was introduced by Kent Highways. This will enable the reporting and tracking of faults. Borough Councillors have access to this. There was a section on Planning Probity which discusses the Councillor's Code of Conduct.

The next meeting will be on 5 November and Mr Mountford would attend.

7.3 Village Hall Representative – The social club are going through difficult time and wish to renegotiate their rental agreement. A meeting is to be arranged with the chairman of the Village Hall Management Committee once a financial statement is available.

7.4 Highways Coordinator – The clerk has received training in the use of My Kent Highways Online which is now used to report and track faults. There will be no further spreadsheets issued but a report on faults reported over the past three months will be available to down load. All faults, whether rectified or not disappear after three months from the system.

7.6 EVA and PACT – the police are circulating a leaflet to every household which gives details of public consultations and contact numbers

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

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

8.1.1 Mr Pink regarding barriers for the Recreation Ground – PCSO Toni Matthew reported that the area had been visited by patrols and the cctv was in operation but there had been no reports of problems and only one report had been received from the public but in this instance the cctv had not captured anything. Historically the disturbance is caused by groups of young people who use a car park for a gathering for a short time and then move onto a different location once the police attend. It was agreed to leave consideration of the installation of barriers for the time being.

8.1.2 ACRK – invitation to meet new organizer and discuss preparing a Parish Plan – there had been little response when this had been explored two years ago as no volunteer came forward to front the Plan. The matter of the need for volunteers would be mentioned in Centre Piece this month.\* It was decided, therefore, not to issue an invitation at the moment.

8.1.3 A&C Play – offer to manage play projects and request to speak to Parish Council – it was agreed not take up this offer.\*

8.1.4 KPA Enquiries – Kent Police request survey on policing priorities and funding – Mrs Woollett would respond to this survey on behalf of the Parish Council\*\*\*

8.1.5 T&MBC – Probity in Planning – 25 Nov 7.30 – Mr Barton and Mr Nairne would attend.\*

8.1.6 Parade Service Poppy Wreath laying – Mr Barton agreed to undertaken this. Mrs Randall would be informed.\*

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

There were none.

### **2009/08/09. Report on street lighting**

The street lighting has been inspected and four faults reported to the clerk who will inform the contractor responsible for maintenance.\* Two lights had been relamped by the KCC contractor using the wrong bulbs. Attempts would be made to correct this.

The Borough Council had been contacted in an effort to find the wiring plan for the Noble Tree Road installation and when the last safety check had been undertaken. The Parish Council was responsible for the cost of power from 1 April 2009. EDF are the suppliers and would be arranging for an unmetered assessment.

**2009/08/10 Agree arrangements for Annual Meeting**

Several suggestions were made and from this it was agreed to contact Chris Rowley of Leigh Historical Society to give a talk on the excavations at the Power Mills and to invite Fidelity to front a question and answer session on their new build.\*

**2009/08/11. Agree Meeting Dates for 2010** – These were agreed and an updated list with venues would be distributed as soon as it becomes available.\*

**2009/08/12. Update on replacement bus stops/timetables –**

12.1 The bus stops had now been replaced, except for one opposite Bank Lane which had been reported as missing. The timetables had yet to be installed. These had been installed by KCC and it was regretted that no consultation had been undertaken as the placing of some stops could have been improved. The Parish Council had been requesting the provision of missing stops and timetables since 2007.

12.2 It was decided to write to KCC requesting a later bus from Tunbridge Wells as the last bus left at 5.17pm.\*

12.3 The time tables were poorly advertised and it was agreed to ask KCC to once again publicize these.\*

12.4 The problem of parking in bus lay-bys was raised. Some of the bus stops do not have parking bays and therefore it is not illegal to park there. Only police officers and parking wardens can give tickets for illegal parking but PCSO Toni Matthew does put letters on cars regarding parking inappropriately/illegally. A note would be put in Centre Piece requesting people to park legally and considerately.\*

**2009/08/13 Report on progress of the Conservation Area Appraisal**

On Monday 12 October there was a meeting which outlined the Conservation Area and Character Appraisal. This was followed by a walkabout on Saturday 17 October which enabled identification of specific areas/landmarks/building types etc. The only other organization present was the Preservation Society. There is a workshop to be arranged and further consultations. The final report would become part of the LDF as a supplementary document.

**2009/08/09/14. AOB**

14.1 It was agreed the Parish Council would become involved in Breathing Spaces Tree O'Clock project which aims to plant 1million trees across the country. No site was agreed.

14.2 The Old Barn site developer had gone into receivership and the site had now been taken over by another company. This has resulted in a planning application to add to private facilities and not to go ahead with the tea room.

14.3 The question of congestion of vehicles at the BP garage was raised. A major problem is the Marks & Spencer delivery vehicle arriving around 8.30am partially blocking the carriageway of the B245 causing backup congestion. Marks and Spencer would be contacted.\* The clerk would look into planning conditions on entry and exit arrangements.

14.4 There had been a meeting regarding Princess Christian's Farm on 21 September. New signs were now in place regarding the new partnership with Hadlow College. New capital works had been agreed, a new farm shop, car park, fencing and signs, piggery and poultry. A nature trail was being established with school involvement.

14.5 It was noted there was a lot of graffiti and litter around the village, particularly the Riding Lane area. Several instances were identified and there was a particularly offensive instance of graffiti on the litter bin on the corner of Riding Lane/B245. The matter would be raised with the Borough Council and an indication of the number of tickets issued for littering in the past year sought.\*

14.6 The tarmac was very uneven along the service road in West Wood with one particular area where the path had sunk. The Open Spaces Committee would discuss at their next meeting.\*\*

14.7 There were large potholes outside the Medical Centre, a further reminder would be sent.\*

The meeting closed at 10.10pm.

**PART II**

**2009/06/13**

***The Council went into private session to discuss the clerk's salary, contact of employment and casual car users allowance.***

**Public Session**

There were three members of the public present.

PCSO Toni Matthews reported there were nine crimes for the month – two burglaries, one criminal damage, four thefts from vehicles (two in Noble Tree Road) and two thefts from the BP garage.

Recommendations for double yellow lines had been made in several areas. The Planning Committee would look at these.

The Probation Community Payback Scheme provides help for work on things which generally do not get done. The Open Spaces Committee would look into any suitable work.

Complaints had been received about dog fouling along footpaths and permission was given for the dog warden to investigate. This would include a bag and flag, leaving the bag for a day to show how much had been left.

There was now an anti-social behaviour hot line available between Tuesday and Saturday 16:00 to 23:00 on 07890 248768.