

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE OLD HALL, METHODIST BUILDING, POUND ROAD ON MONDAY 18 JULY 05 AT 19.45 HOURS

PRESENT: Cllrs: Bearman, Boyle, Crawford, Mrs. Cresswell (Chairman), Cresswell, Mrs. Curry, Gardner, Poole, Shead, Street & Whiteside

ALSO PRESENT: Mrs. K Bell (Clerk), County Councillor Long, Borough Councillor Rogers, 10 members of the public

1. Declarations of Interests - There were none

The Chairman suspended Standing Orders in order to receive the following reports:

County Councillor Long

Attention was drawn to the following:

- Tonbridge Road, Speed Limit Request. It was felt that the PC had a strong case for the speed limit and County Councillor Long would support the case.
- Asked whether the application forms had been received in respect of the Community Grant. Cllr. Mrs. Cresswell confirmed that they had.
- Congestion at Snoll Hatch Road. County Councillor Long was supportive of the PCs request for a site meeting with representatives of the KHS and would attend the meeting on 05 September if it could be arranged.
- The profusion of ragwort on KHS land. The matter would be referred to KHS.
- Local Board. Cllrs. Mrs. Cresswell & Poole were thanked for attending the meeting on 06 July.

Borough Councillor Rogers

Drew attention to the LDF and provided the PC with advanced warning that the procedural terms of the LDF would mean that sites designated as green wedges would no longer be protected and that TMBC were looking at alternative ways in which the areas could be protected.

2. Questions from Parishioners:

Meeting Point

A resident queried the delay in repairing the chat room. The resident was informed that negotiations had been held with SMP in the hope that SMP would carry out the repairs as a gesture of goodwill. As it was unlikely that SMP would repair the facility the Committee of Sports Hall and Playing Field Management would be asked to carry out the repairs as a matter of urgency.

Play Facilities

A discussion took place some of the points made included:

- Those present were reminded that it was the Committee of Sports Hall and Playing Field Management who were responsible for the day-to-day running of the facilities and not the PC.
- The PC did care about the type of play equipment that the children of the village wanted and talks would be held with the youth.
- Users must respect the equipment.
- Equipment must be maintained & regular inspections carried out in order that repairs could be dealt with at the earliest opportunity

**Committee of Sports Hall & Playing Field Management
AGM**

A resident asked when the AGM would be held and was informed that the meeting would be held on 25 July 05. The resident was advised that the AGM was not a meeting of the PC and so only committee members and users of the facilities had been invited to attend.

Accounts

A resident asked to receive a copy of the committee's accounts for the previous financial year. The Clerk confirmed that the accounts for the year ended 31 March 04 could be provided. The accounts for the year ended 31 March 05 were in the process of being finalised by the Committee.

The Hop Farm

It was reported that a letter had been received from a resident who had expressed concern following disturbances arising from recent events. The contents of the letter were noted but as the activities of the Hop Farm were outside the jurisdiction of the PC, the resident had been advised to contact the proprietor of the Hop Farm, Mr. Pollard directly

3. Parish Council

a. Minutes of meeting held on 20 June 05

The minutes were agreed and signed as a true record of the proceedings.

b. Matters Arising not covered elsewhere on the agenda

Minute 5a, Bash The Trash 2005

As the event scheduled to take place on 12 July 05 was cancelled it was **RESOLVED** that the event would be held on 20 September 05 at 1945 hours.

Minute 5c, Tonbridge Town Centre Master Plan & Area Action Plan:

Unfortunately, Cllr. Mrs. Curry had been unable to attend the meeting.

Minute 12g, Street Light Energy

It was reported that the matter had been referred to Energy Watch.

c. Parish Council Website: Update

Cllrs. Poole & Street reported and drew attention to the following:

- Recently held successful training session.
- The last photographs had been taken
- Minor adjustments were to be made to the mapping exercise
- It was hoped that the website would be going live during the course of the summer

The Clerk stated that both Cllrs. Poole and Street had committed a great deal of time and effort to the project the full extent of which she had only fully appreciated during the recently held training session. Members expressed their appreciation to Cllrs. Poole and Street for their commitment to the project.

d. To consider Election of PC Chairman for future years

Cllr. Street suggested that in future years PC Chairmen be elected for a fixed period of two years. A discussion followed during which the advantages and disadvantages of the suggestion were discussed, following which it was **RESOLVED** that an informal meeting be held in advance of the next Annual Meeting of the PC the purpose of which would be to discuss the method of the election of the Chairman for 2006.

4. **Planning Committee: Minutes of meeting held on 06 June 05**

The minutes, which were copied to members, were approved.

5. **TMBC**

a. **Parish Partnership Panel**

The minutes of the meeting held on 09 June 05 were received and noted. The report contained within the minutes in respect of the Green Waste Scheme was copied to members. It was noted that the next meeting would be held on 01 September 05. It was **RESOLVED** that there were no items to be submitted for inclusion on the agenda.

Cllr. Mrs. Cresswell informed members that both herself & the Clerk had difficulty in attending the meeting on a Thursday evening and asked whether any other member wished to attend. Borough Councillor Rogers confirmed that he would see if it would be possible for TMBC to hold the meetings on an alternative night.

b. **Summer 05 Playscheme**

It was reported that at 07 July 05, out of 40 possible bookings per week on the scheme there were 12 available for week 1, 7 available for week 2, 8 available for week 3 and 20 available for week 4. The Clerk had asked the school to include a paragraph in the weekly newsletter advising parents that places were available. Concern was expressed with regard to week 4, as this was the week the PC contributed towards and the Clerk confirmed that she had asked TMBC to clarify whether in the event that the playscheme was under subscribed could the PC pay a pro rata rate based on the actual number of attendees instead of the full weekly cost (estimated £820)

6. **KCC: Tonbridge & Malling Local Board (06 July 05)**

Cllrs. Mrs. Cresswell & Poole reported that they had attended the meeting; both found the meeting interesting and useful. Attention was drawn to the following items, which were discussed:

- The first year of the Tonbridge & Malling Local Board: report on achievements and grant allocations, member community grants and small community capital grants.
- Education Briefing
- Highways Update: A228 Leybourne & West Malling By-Pass
- Brighter futures for older people

7. **Groups & Organisations: To receive reports from representatives**

a. **Committee of Sports Hall & Playing Field Management**

Report of Representative

- It was reported that Kings Hill Security had been employed to lock the car park gates at night at the cost of £6 per visit (£42 per week)
- The AGM would be held on 25 July 05.

Report of Joint Meeting held on 11 July 05 - The minutes were received and noted.

b. **Community & Police Working Group**

Cllrs. Crawford & Street reported that the next meeting would be held in October. They also confirmed that they would be attending the launch of the Tonbridge and Malling Crime & Reduction Strategy 2005 – 2008 on 20 July 05.

Cllr. Mrs. Cresswell asked Cllrs. Crawford and Street to express her appreciation to the police for carrying out the recent patrols at the Playing Fields.

It was noted with some dismay that the Community Warden was not in the village during week commencing 18 July 05 as she was shadowing a fellow colleague in East Malling.

c. Village Design Statement

Attention was drawn to the following:

- Progress was being made on the draft document.
- The next meeting of the VDS Team would be held on 28 July 05.
- Cllr. Whiteside was in the process of obtaining printing costs.
- The document was to receive the approval of TMBC prior to printing.

d. Allotments: Report of Meeting held between allotment holders & the allotment panel held on 17 July 05

Cllrs. Gardner & Whiteside reported and drew attention to the following:

- The meeting had been well attended.
- The PC had been complimented on the new fence. Unfortunately youths were still climbing over the fence to gain access to the water tap and to retrieve footballs. Enquiries would be made in order to ascertain whether a public water fountain could be installed.
- Concern was expressed over the untidy state of plot 7a. As there was an allotment holder willing to take over the plot it was **RESOLVED** that the Clerk would write to the allotment holder giving him the opportunity to release the plot.
- Concern was expressed regarding the mayors tail weed, which was gong profusively near the allotments. Cllr. Boyle stated that the weed was immune to weed killer and the only way of eliminating the nuisance was to dig it up.
- Cllr. Gardner asked members to consider forming a working party again this autumn to tidy up the allotment site.
- The broken hinge on the allotment gate (playing field side). The allotment panel would attempt to repair it.

8. Correspondence

It was reported that the following items had been received:

- a. Action with Communities in Rural Kent
 - Oast to Coast Summer 05
 - Friends of Kings Wood, Challock, Kent (A guide to the forest)
 - Government Confirms Licensing Act Timetable (Press Release)
 - Rural News (July 05)- copied to members
 - The Voluntary Infrastructure Consortium, details of seminars to be held during July 05
- b. KCC
 - Details of Kent Volunteers Awards 2005
 - Annual Plan 2005/06
 - KITE: Return to Teaching Programme
- c. MK Water: Information regarding restrictions for domestic customers – copied to members

- d. TMBC
 - Information about Grants – copied to members
 - Corporate Performance Plan 2005/06
 - Summer 05 Playscheme: further promotional literature received
 - Details of 'Healthy Walks' (Leybourne Lakes & Tonbridge)
 - e. Transfer of Justices License
 - The Hop Inn, 59 Maidstone Road, Paddock Wood
 - The Hop Farm Country Park, Beltring, Paddock Wood
 - The Harp, 218 Hale Street, East Peckham
 - Somerfield Store, Branbridges Road, East Peckham
 - f. DEFRA: Clean Neighborhoods & Environment Act 05: Further information received – Copied to members
 - g. NALC: Local council Review July 05
 - h. EDF Energy Trust: Details of Seminar Programme 2005
 - i. SLCC: Clerks & Councils Direct July 05
 - j. FitzpatrickWoolmer: Creative Sign Solutions (Promotional Information)
 - k. Local Councils Update (July 05)
 - l. SLCC: The Clerk (July 05)
 - m. KAPC: Minutes of Area Committee Meeting held on 23 June 05
 - n. Kent Fire & Rescue Service: Details received of Service Performance Plan for 2005/06 (available via the website [HYPERLINK "http://www.kent.fire-uk.org"](http://www.kent.fire-uk.org))
9. **Try Angle Awards: Report on presentation evening held on 08 July 05**
Cllr. Shead reported that he had attended the presentation evening and was pleased to see that the Youth Club had been nominated in the Service to the Community Category and that Ryan O'Donnell who attended East Peckham Primary School had won the Good Friends and Young Carers Category. Ryan was at the presentation evening and collected his award in person. Unfortunately no one from the Youth Club had attended but Cllr. Shead confirmed that the certificates had been forwarded to him and suggested that the PC Chairman present them to the Youth Club. Cllr. Shead also recommended that the PC sponsor the event again in 2006. Following a discussion, it was **RESOLVED** that the Youth Club representatives would be invited to join the PC on 03 October 05 to receive their certificates.
10. **Village of the Year Competition**
It was reported that Cllrs. Shead and Street and the Clerk had met with the Business Category judge and the Clerk had met with the Community Category judge. Although the results of the competition were not yet known the PC had been invited to attend the presentation evening on 08 September 05. Cllr. Shead and Street confirmed that they would like to attend.

11. Finance

a. **Bank Reconciliation as at 30.6.05:** noted and copied to members

b. **Independent Internal audit**

The summary was noted and copied to members. The Clerk confirmed that the Internal Auditors Recommendations would be acted upon.

c. **Village Sign**

The Clerk reported that information had been received (tabled for member's perusal) from two companies specializing in producing village signs and that the first stage was for members to consider the type of images, which they wished to be embodied within the sign. It was noted that a budget of £1,500 had been made available and early discussions with both design companies had suggested that this amount was sufficient. Following a discussion, it was **RESOLVED** that members would consider the type of design they would like and further discussions would take place at the next meeting.

d. **2005/06 Churchyard Maintenance: For further consideration**

Following a discussion, it was **RESOLVED** that:

- An additional £328 would be made available to Hever Landscapes in respect of strimming and weed killing. (The PC had accepted a contract price of £2,110 and that TMBCs contribution was £2,438 leaving a balance of £328 to be spent on churchyard Maintenance during 2005/06.)
- In view of the high profile funeral to be held on 27 July 05, Hever Landscapes would be asked to carry out an additional cut of the churchyard.

e. **Youth Projects:**

It was noted that the confirmed funding available was as follows:

KCC	£9,500
TMBC	£12,500
Committee of Sports Hall & Playing Field Management	£12,500
Total	£34,500

Cllr. Mrs. Cresswell reported that she had visited the youth facilities in Hadlow with the Community Warden and drew attention to the following:

- She had found the skate park disappointing and felt that a skate park similar to that on site in West Kingsdown represented better value in terms of both money and what the youth would prefer to have. It was noted that the skate boarders had provided a revised list of the equipment, which they would like. The Committee of Sports Hall & Playing Field Management would now obtain a revised quotation for the skate park.
- The youth shelters had backboards and were not transparent. She was in the process of obtaining quotations in respect of a transparent youth shelter.

It was noted that the youth club had formed a committee to take forward their request for a youth shelter and would be canvassing opinions with regard to the play equipment. A discussion followed on the provision of youth facilities and the following points were made:

- There was some feeling that those in favour of a skate park were few in number and perhaps the funding would be better used on extending the sports hall.
- On the flip side there was some feeling that if the skate park were provided it would be used by skateboarders, roller skaters and bikers.
- It was felt that the existing equipment should be adequately maintained and repaired before putting in any new equipment.
- A replacement item of play equipment to replace the tractor would be ordered and installed shortly.

Following a discussion, in view of the conflicting views regarding the acquisition of new youth facilities it was proposed by Cllr. Boyle, seconded by Cllr. Gardner and **RESOLVED** that a sub committee would be formed to meeting primarily to discuss the youth facilities for the village. The sub committee would consist of representatives from the PC, the Committee of Playing Field and Sports Hall Management, the Youth Club, The Skateboarders and the Residents Association. It was further **RESOLVED** that the sub committee would meet at the Sports Hall Meeting room on 23 august at 1930 hours. Following which the entire issue would be revisited at the next meeting of the PC.

f. Parochial Church Council: New Garden of Remembrance

It was reported that a letter had been received requesting funding of £1,268 in respect of the creation of a new Garden of Remembrance. The Clerk had informed the PCC that the PCs own resources were limited and that the budget for the financial year 2005/06 had been set in January. She also advised the PCC that if members were mindful to financially support part or the entire project they may expect the PCC to wait so that funding could be included in the 2006/07 budget.

Following a discussion it was **RESOLVED** that the PC would not be opposed to funding 50% of the costs but that a final offer would be postponed pending enquires with TMBC in order to ascertain whether TMBC was able to offer any financial support and if not whether the PC would be permitted to use some of the 2005/06 S136 allocation which must be spent of village halls and open spaces projects within the village.

g. Financial Transactions

Automated payments made since 20.6.05	
22.6.05 *British Gas – Sports Hall Gas Energy Supply	£79.00
30.6.05 Bank Charges – Nat West	£3.21
Total	£82.21
Receipts received	
06.6.05 Allotment Receipts	£25.92
21.6.05 Wayleave – EDF Energy	£28.94
24.6.05 Centenary Book Sales – Mr. T Shead	£20.00
30.6.05 Bank Interest – Nat West	£421.72
22.4.05 Footpath Map Sales	£3.60
Mereworth PC – reimbursement of ream of paper & use of photocopier	£18.40
Total	£518.58

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The following payments were approved:

Harris Landscapes	*Repair to fencing around tennis courts	£125.00 Chq 2297
Mrs. K Bell	EP School Citizenship Award	£25.00 Chq 2298
Mrs. K Bell	Clerks Salary (July & August 05), less deductions, incl. expenses	£1,671.51 Chq 2299
KCC (KCS)	*Sports Hall supplies	£230.70 Chq 2300
Kent Grassland Services	*Playing Field Maintenance June 05	£446.50 Chq 2301
EDF Energy	Street Light Maintenance July 05	£324.18 Chq 2302
Sweepclean	Litter Clear June 05	£176.26 Chq 2303
Hever Landscapes	05/06 Village & churchyard maintce	£432.00 Chq 2304
Travis Perkins	*Sports Hall Supplies	£11.58 Chq 2305
RBS Auditing	04/05 Internal Audit Fee	£188.00 Chq 2306
EP Meth Church	Hire of Hall	£72.94
	Hire of Office	£275.72
		£348.66 Chq 2307
Symantec Ltd	Anti Virus Subscription Renewal	£33.98 Chq 2308
	Total approved	£4,013.37

*Payments charged to the Committee of Management grant

h. To consider a request for financial assistance, received from Technology Enterprise

It was reported that Technology Enterprise (a non profit making organization), The Kent Partnership, Canterbury Christ Church University and the EK Education Business Partnership were working together to hold an 'Awards for Excellence' gala event in Dover on Monday 14 November in order to recognise the achievements of local people across Kent in the areas of enterprise and training and this year young people aged 12 – 18 years would also be awarded. The partnership has asked the PC to consider making a contribution towards the event and to consider any nominations.

Following a discussion it was **RESOVLED** that it was not appropriate for the PC to make a contribution.

**12. Matters for future Discussion
Cllr. Mrs. Cresswell**

Asked the Clerk to enquire whether the cup winner of the Best Village Front Garden Competition 2004 would be interested in assisting in the judging of this year's competition.

13. Date & time of Next Meeting: 19 September 05