



Local Government for Langton Green, Speldhurst, Ashurst and Old Groombridge

**MINUTES OF THE FULL COUNCIL MEETING
HELD ON MONDAY, 3rd SEPTEMBER 2012 at 7.30pm
IN THE COMMITTEE ROOM, SPELDHURST VILLAGE HALL**

MEMBERS PRESENT: Cllrs Mrs Jeffreys (Chairman), Mrs Horne, Mrs Hull, Mrs Podbury, Mrs Soyke Hemming, Langridge, Milner, Owen (arrived 7.36pm), Turner and Woodward

OFFICERS PRESENT: Mr C May – Clerk and Mrs M Flemington – Assistant Clerk

County Councillor John Davies

MEMBERS OF THE PUBLIC: There were no members of the public present.

APOLOGIES FOR ABSENCE: Cllr Parker (holiday) and Cllr Pendleton (prior engagement)
Borough Councillor Julian Stanyer

12/287 DECLARATIONS OF PECUNIARY OR SIGNIFICANT OTHER INTERESTS: There were none.

12/288 DECLARATIONS OF LOBBYING: Cllrs Mrs Podbury, Mrs Hull and Cllr Langridge – highways issues

12/289 MINUTES:

The Minutes of the Full Council Meeting held on **6th August 2012**, having previously been forwarded to Members, were approved and signed as a true record. The Minutes of the Extraordinary Full Council Meeting held on **13th August 2012**, having previously been forwarded to Members, were approved and signed as a true record.

12/290 BOROUGH AND COUNTY COUNCILLORS REPORTS: County Councillor John Davies reported that the KCC Budget Consultation will go out on 6th September.

Borough Councillor Julia Soyke reported that the ice rink contract has been agreed for five years and that this year it will open on 23rd November. She advised that TWBC have changed their opinion and she can re-join the Parish Council Planning Committee. This was **AGREED**.

Cllr Mrs Hull reported that there are problems accessing information on the TWBC website. The Borough Councillors will report this back to TWBC.

12/291 PUBLIC OPEN SESSION: There were no members of the public present.

12/292 STANDING ORDERS: It was **AGREED** adopt the new version of the Standing Orders

12/293 FINANCE COMMITTEE – Report by Cllr Mrs Jeffreys

- i) Cllr Mrs Jeffreys reported that there has been no Committee Meeting since the last Full Council Meeting.
- ii) Cllr Mrs Jeffreys reported that the annual audit has been signed off without any comments. The Clerk advised that the requisite notices have been posted on the notice boards.
- iii) Cllr Mrs Jeffreys reported that there had been one email decision in the last month; it was agreed to pay the Groundsman £25 for installing the new office sign at the entrance to the Langton Green Recreation Ground.
- iv) It was **AGREED** to adopt the revised Terms of Reference, subject to expanding RFO to Responsible Financial Officer.
- v) It was **AGREED** to adopt the updated version of the Internal Financial Control System.
- vi) It was **AGREED** to approve the updated version of the Budget Virement Policy.
- vii) It was **AGREED** to approve the budget virement transfer of funds in accordance with the policy from Earmarked Reserves (repair and renewal) to Langton Green Play Area to cover the cost of repairs to the gyrosipiral in the teen playground area.
- viii) St Mary's Church – after discussion on the unpaid outstanding grant it was **AGREED** to make a deposit payment of £250 this financial year with the balance of £4,750 to be paid next financial year.
- ix) The grant request from St Mary's Church for work to the wall, lych-gate and east steps was discussed and it was **AGREED** to make a grant of £10,000. The Clerk will contact the Conservation Officer at TWBC to confirm their verbal offer of a grant towards the project.
- x) No further information has been received from Langton Green Primary School so this grant request is deferred until the next meeting.
- xi) The grant request from 1st Speldhurst and Langton Scout Group was discussed but further financial information is awaited.

12/294 ACCOUNTS FOR PAYMENT – Invoices verified by Cllr Woodward

<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
<u>Additional Payments in August not listed</u>			
BT	DD	30.00	Mobile
<u>Payments in September</u>			
Viking Direct	015	111.56	Stationery
M R Lawrence	016	50.00	Ashurst Strimming
Donaldson West	017	350.00	Ext car park/Land Registry
Langton Green Primary School	018	500.00	Marchiennes grant
Miss K Lawrence	019	15.00	Cleaner
M R Lawrence	020	320.00	Mowing LG/Speldhurst
C May	MT07	1,355.57	Salary
C May	MT08	23.40	Expenses
M Flemington	MT09	623.41	Salary
M Flemington	MT10	53.29	Expenses
HMRC	021	699.68	NI & Tax
RBS Software Solutions	MT11	124.80	Annual Maintenance
Prestige Web Marketing	MT12	80.00	New Website page
Prestige Web Marketing	MT13	60.00	Maintenance May-Aug incl.
Sodexo	MT14	256.32	Dog bags
Langton Green Charitable Trust	MT15	9.75	Meeting Room - July
RIP Cleaning Services	022	172.80	Canine refuse collection
Treework	MT16	1,644.00	Maintenance LGRG
Treework	MT17	336.00	Tree survey - Roopers
Mr L Cooper	MT18	170.00	Groundsman's duties

Cory Environmental Services	MT19	986.66	Annual litter collection/clean
Playground Installations	MT20	394.49	Repair to playground item
Craigdene Ltd	MT21	294.00	Insp. course and ann. Insp.
KCC (KCS)	DD	942.28	Photocopier
Tunbridge Wells Borough Council	DD	53.00	Non-domestic rates

Total payments **£9,626.01**

12/295 HIGHWAYS REPORT: Cllr Mrs Podbury reported that the committee was finding progress frustrating on a number of issues. She referred to the minutes of the meeting in August and cited the following problems in particular: vegetation covering many of the road signs around the Parish, the PCSO having no transport, the delays in implementing member funded programmes and generally the lack of progress on many issues. The drains in Barden Road were covered in soil and vegetation and the **Clerk was asked to report them.** She requested that TWBC is asked to consider adding Northfields, Speldhurst to the Borough Review of roads where parking on the pavement is considered a serious problem.

12/296 OCTOBER OPEN MEETING ON 8TH OCTOBER AT LANGTON GREEN VILLAGE HALL: After discussion it was **AGREED** that the meeting will start at 8.00pm with refreshments being served from 7.30pm. It will be advertised in the village magazines and posters will be put up. Papers will be prepared to hand out to those present including financial papers, a summary of the LNH situation, the NP project and the broadband project. **Cllrs and Assistant Clerk were asked to ensure that the October magazines include an article about the meeting. Cllr Langridge will arrange for the posters to be put up two weeks before the meeting. Clerk to organise the purchase of any refreshments required.**

12/297 LANGTON GREEN RECREATION GROUND:

- i) The Sports Club's initial proposal for the Pavilion was discussed. Councillors raised concerns at the amount of glass in the design, the cost of the balcony versus usage and the volume increase in the size of the footprint.
- ii) The Clerk reported that Treework have carried out the urgent work on trees at LGRG and on the School boundary.

12/298 FIRST AID: The need for a first aid course and first aid kit and details and costs of the various course options provided by the Clerk were discussed. County Councillor John Davies advised that he is giving funding for all The Pickering Centre Volunteers to attend a first aid course run by Pepenbury and there is a possibility Parish Council representatives could be included on this course at a cost of £40/head. **Cllr Langridge and the Assistant Clerk to make enquiries.** A recommendation will be made at the next Full Council Meeting.

12/299 TREES IN FURZEFIELD AVENUE AND SOUTHFIELDS, SPELDHURST: The Assistant Clerk reported that 26 residents of Furzefield Avenue have offered to contribute £20 to the project i.e. £520. Cllr Mrs Hull reported that two of the residents in Southfields have offered to contribute £20 as well as planting and maintaining the trees and she will approach the third resident. Several Councillors offered to make a contribution. It was **AGREED** that the planting will go ahead this autumn organised by the Clerk and Assistant Clerk.

12/300 CONSIDERATION OF REPLACEMENT OF THE FINGERPOST BY ST MARY'S CHURCH, SPELDHURST: The Clerk reported that the fingerpost is rotten and is presently being stored in the container at Langton Green Recreation Ground. The Clerk advised that after an initial enquiry the cost of a replacing the fingerpost will be approximately £500 plus installation. After discussion it was **AGREED** that the Clerk make further enquiries to check other quotes before purchasing and install a replacement fingerpost.

12/301 CHAIRMAN'S REPORT: Cllr Mrs Jeffreys reported that she is attending the Parish Chairman's Meeting at TWBC on 4th September.

12/302 COMMITTEE REPORTS:

- i) Governance – In Cllr Pendleton's absence Cllr Mrs Jeffreys reported that there has not been a Committee Meeting since the last Full Council Meeting.
- ii) Planning – Cllr Langridge reported that a meeting was held with 4D on behalf of Southern Water regarding traffic issues during the upgrading of the wastewater treatment works in Broom Lane and that the Planning Committee has completed and submitted the questionnaire issued by TWBC on their planning services.
- iii) Amenities – Cllr Milner reported that a Committee Meeting is to be held on 10th September and the recent survey of the trees at Roopers and the tree by the Langton Green Village sign will be discussed. The Clerk advised that at least one additional member is required for the Committee. Cllr Mrs Hull and Cllr Woodward offered and it was **AGREED** that they join the Committee.
- iv) Broadband – Cllr Woodward reported that the Working Group will remain in place for the present but that the grant application is now being withdrawn. He requested that the Parish Council offer support to the Local Authority application for DEFRA funding and this was **AGREED**.
- v) Footpaths – Cllr Milner reported on on-going repair and improvement work that has been taking place recently. He thanked Cllr Langridge for the vegetation clearance he has carried out. He advised that major clearance work is required on WT109 possible involving heavy duty equipment and weed killer. He reported that he and one of the volunteers are working on the production of the parish footpath map.
- vi) KALC – Cllr Mrs Hull reported that she had been unable to attend the meeting on 29th August. A full report of the meeting has been received and circulated to Councillors.
- vii) Neighbourhood Planning Working Group – Cllr Turner reported that the first meeting of the Working Group was held on 9th August. It is intended that eight members of the public will be involved; three from Speldhurst, three from Langton Green and one each from Ashurst and Old Groombridge. The next meeting is scheduled for October after seeking more volunteers at the Autumn Open Meeting and in the October broadsheets.
- viii) Environment Working Group – Cllr Mrs Hull and the Clerk reported that the website Environment page is in progress.

12/303 OTHER MATTERS ARISING FROM THE MINUTES OF 6th AUGUST 2012:

Cllr Owen asked about the reports from the recipients of the Diamond Jubilee grants. The Clerk reported that six out of the seven have now been received with Langton Green Primary School outstanding. The Clerk advised that a copy of the reports will be available at the next meeting on 1st October and in the Parish Council Office for Councillors to view.

12/304 CORRESPONDENCE RECEIVED:

1. Letter dated 16th August from John Mitchener self-employed Arboricultural Consultant offering his services
2. Letter dated 8th August from ACRK giving details of the AGM on Thursday 13th September at 5.30pm at Elham Village Hall
3. Notice of ACRK Hallmark Together Workshop on Monday 17th September
4. ACRK Rural News Issue 120
5. Kent Police Authority – Policing Matters Newsletter July 2012
6. Notice of ACRK Training Workshop – the role and responsibilities of the trustees in a community hall – Wednesday 19th September at 1.30pm at Chartham Village Hall
7. Copy of correspondence from David Crundwell regarding a local dispute
8. Email dated 13th August from Sussex Community Rail Development Manager advising of the annual Stakeholder Meeting on 26th September
9. Letter from Royal Mail advising of changes to mail delivery
10. Advertising card from Delivery Company Speedy Tunbridge Wells
11. Letter from BT regarding updating of BT Business Total Broadband service

12. Letter from Royal Mail advising of changes to Mail Processing Arrangements in Tonbridge
13. Notice of SLCC AGM in Bristol on 13th October
14. CPRE letter dated 29th August – support for Neighbourhood Planning, CPRE/NALC holding 20 workshops throughout England
15. KALC Issue 363 of Parish News
16. Email from Sara Andrew re riding accident in Shadwell Wood Bridleway on Saturday 1st September
Cllr Milner has raised the matter with J Bibby
17. Email from Beth Parsons (Speldhurst resident) dated 31st August re voluntary work experience for an A level student – keen to experience the voting system. **Cllr Woodward to respond on behalf of the Council**
18. Letter dated 29th August re appointment of Littlejohn LLP as our new external auditors

12/305 DIARY DATES:

1. Tuesday 4th September – Parish Chairman’s Meeting – TWBC – 7pm
2. Monday 10th September – Amenities Committee Meeting – Parish Council Office
3. Tuesday 11th September – Planning Committee Meeting – Parish Council Office
4. Monday 17th September – Finance Committee Meeting – Parish Council Office
5. Monday 17th September – First Responders – United Reformed Church, Rusthall
6. Saturday 29th September – KALC Localism Conference- Salomons Conference Centre
7. Monday 1st October – **Full Council Meeting** – Langton Green Village Hall, Committee Room

12/306 ITEMS FOR INFORMATION:

Cllr Langridge asked if there is any further information from TWBC regarding the tree felling at Burnt House Lane/Langton Road, Speldhurst. **The Clerk was asked to contact Dan Docker TWBC Tree Officer again.**

Cllr Mrs Podbury reported that there may have been an accident in Penshurst Road, Speldhurst recently as there is broken glass in the road.

There being nothing further to discuss the meeting closed at 9.30pm

CHAIRMAN