



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

**MINUTES OF THE ANNUAL STATUTORY MEETING OF THE PARISH COUNCIL HELD ON MONDAY 13TH MAY 2019
AT 7.30PM IN THE GALLERY ROOM, LANGTON GREEN VILLAGE HALL**

MEMBERS PRESENT: Cllrs Barrington-Johnson (Chairman), Mrs Soyke, Mrs Podbury, Mrs Lyle, Mrs Price, Mrs Woodliffe, Milner, Ellery, Rowe and Round

OFFICERS PRESENT: Mr C May – Clerk and Mrs K Harman – Assistant Clerk

IN ATTENDANCE: There were no Borough or County Councillors in attendance. Apologies had been received from County Cllr James McInroy.

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

19/086 ELECTION OF CHAIRMAN: RESOLVED to elect Cllr Barrington-Johnson as Chairman of the Parish Council. He duly signed the Declaration of Office which was counter-signed by the Proper Officer.

19/087 ELECTION OF VICE-CHAIRMAN: RESOLVED to elect Cllr Milner as Vice-Chairman of the Parish Council. He duly signed the Declaration of Office which was counter-signed by the Proper Officer.

19/088 TO ENQUIRE IF ANYONE PRESENT INTENDS TO FILM, PHOTOGRAPH AND/OR RECORD THE MEETING: No-one present intended to film, photograph and/or record the meeting.

19/089 APOLOGIES FOR ABSENCE: Apologies had been received from Cllr Pate (prior engagement).

19/090 DISCLOSURE OF INTERESTS: There were none.

19/091 DECLARATIONS OF LOBBYING: There were none.

19/092 MINUTES: It was **RESOLVED** that the Minutes of the Full Council Meeting on **1 April 2019** be approved as a correct record and signed by the Chairman.

18/093 CO-OPTION OF NEW COUNCILLOR Mr John Turner was co-opted onto the Council. Cllr Turner then took his seat with Councillors and signed the declaration of acceptance of office. The Chairman welcomed Cllr Turner to SPC and said that he hoped he would enjoy being part of the Council.

19/094 BOROUGH AND COUNTY COUNCILLORS' REPORTS:

Cllr Mrs Soyke said that there is an AGM of the Conservative Party in the coming week when the new Leader of the Council will be selected.

19/095 PUBLIC OPEN SESSION: There were no members of the public present.

19/096 COUNCILLORS NOT SIGNING THE DECLARATION OF ACCEPTANCE OF OFFICE: It was **RESOLVED** that an extension of time is allowed for Cllr Pate to sign the declaration of acceptance of office.

19/097 APPOINTMENT OF COMMITTEES INCLUDING KALC REPRESENTATIVE:

- Committee Members: It was **RESOLVED** that the committees be approved as per the list on page 6 of the minutes. Cllr Mrs Woodliffe agreed to join the Pavilion Management working group. Cllr Mrs Price asked if there were any other Councillors who would be willing to join the Environment Committee. Cllr Turner was assigned to the Planning, Highways and Amenities Committees and the Pavilion Management Working Group.
- KALC Representative: It was **RESOLVED** that Cllr Barrington-Johnson continue as the KALC representative.

19/098 APPROVAL OF ANNUAL RETURN: The Clerk explained that the Annual Return had been reviewed and approved by both the Internal Auditor (David Buckett) and the Governance Committee.

- a) It was **RESOLVED** to approve section 1 – the Annual Governance Statement which was signed by the Chairman and the RFO and Proper Officer.
- b) It was **RESOLVED** to approve section 2 – Accounting Statements which was signed by the Chairman and the RFO and Proper Officer.

19/099 GENERAL POWER OF COMPETENCE: The Chairman explained how the Council qualified and the benefits of the power and it was **RESOLVED** to re-adopt the General Power of Competence (LA2011 S1(1)) for the next term of office.

19/100 FINANCE COMMITTEE: Cllr Mrs Lyle reported the following: -

- a) There had been a meeting of the Finance Committee on 1st May 2019, the draft minutes having previously been forwarded to all Members. Cllr Mrs Lyle noted that at the time of the meeting the precept had not been received from TWBC.
- b) Budget virements: It was **RESOLVED** to make the following budget virements: £3,000 from contingency for a grant approved by this committee towards the Groombridge playground; £1,725 from Ear Marked Reserves to pay for playground repairs; £500 from contingency to pay for Groundsman's pesticide training; £750 from Pavilion RRIM account to pay for new equipment.
- c) Interim payments made since the last meeting: Unity bank current account: none. Mastercard: £16.00* Garden refuse sacks; £5.00* security items.
- d) Payments made under delegated authority are starred above.
- e) It was **RESOLVED** that Cllr Mrs Woodliffe and Cllr Ellery become signatories on all bank accounts to replace Cllr Mrs Jeffreys.
- f) Grant request from the LGCSA for a contribution towards the drainage project: The Finance Committee had been unable to make a recommendation due to the form having incomplete information. After much discussion it was **RESOLVED:** to grant £12,500 subject to the following conditions:
 - The Football Foundation make a grant to LGCSA which ensures that the project can proceed
 - that a cricket wicket is included in the finished project
 - LGCSA provide a multi-year plan for maintenance of the recreation ground which shows a commitment to maintenance and that they take the lead in carrying out any maintenance required
 - LGCSA provide a traffic management plan to address parking issues
 - Once works have commenced there are weekly meetings with the contractor or its representative to ensure effective communication with SPC.

It was noted that the VAT situation had not been resolved to date however the grant was irrespective of that. Additionally, it was agreed that SPC would contribute £6,000 per annum (reviewed annually) towards the maintenance of the recreation ground which included the cutting of the grass.

CLlr Rowe enquired regarding the grant towards the repair of St Mary's Lane. He was worried that SPC were setting a precedent to contribute towards repairing private roads in the parish. Councillors explained the rationale that the road serves the Village Hall and Recreation Ground and that the money was being granted to the Village Hall. It was agreed to alter the Finance Committee meeting minutes to clarify the situation. It was noted that the percentages were agreed between the residents, village hall and the recreation ground, and residents' contribution has been set at 15% irrespective of any grant from SPC to the village hall.

19/101 ACCOUNTS FOR PAYMENT: Invoices verified by Cllr Mrs Woodliffe.

To authorise the payment of invoices as listed

Payee Name	Reference	Amount £	Detail
BT PLC	DD	9.60	Mobile
Dyno-Rod	MT1540	396.00	CCTV Drain survey
Dyno-Rod	MT1541	156.00	Drains cleared
Castle Water	DD	262.87	Pavilion water
Tate Fencing Ltd	MT1542	34.20	Post drymix
M R Lawrence	MT1543	480.00	Mowing
Streetlights	MT1544	25.96	Street lighting maintenance
RIP Cleaning Services	MT1545	43.20	Canine refuse disposal
Langton Green Charitable Trust	MT1546	45.00	Meeting Rooms
Langton Green Charitable Trust	MT1547	165.75	Office electricity quarter
BeSure	MT1548	591.60	Annual Maintenance
Performance Fire Protection Ltd	MT1549	47.51	Annual Extinguisher Inspection
Hadene	MT1550	876.96	Annual Service Boiler
Paul Cheater	MT1551	140.00	Pavilion Cleaning
Langton Life	MT1552	250.00	Advertisement
Tate & Tonbridge Fencing	MT1553	1,420.80	Fencing Children's Play Area
Knockout Print	MT1554	180.00	APM Posters
Hadlow College	MT1555	495.00	Groundsman's Pesticide Training
NALC	MT1556	253.79	NALC Annual Conference
KALC	MT1557	504.00	Planning Training
KALC	MT1558	72.00	Planning Training
Kate Harman	MT1559	11.50	Expenses
Catherine Barrett	MT1560	16.20	Expenses
Mr L Cooper	MT1561	37.57	Expenses
C May	MT1562	300.03	Expenses
R C Milner	MT1563	31.50	Reimbursement Footpath Materials
C May	MT1564	1,566.87	Salary
Kate Harman	MT1565	737.04	Salary
Mr L Cooper	MT1566	640.88	Salary
Catherine Barrett	MT1567	406.90	Salary
N.E.S.T. Pension Scheme	MT1568	136.50	Pension Contributions
EDF Energy	DD	324.00	Pavilion Electricity monthly
UK Debt Management Office	DD	2,813.42	PWLB Repayment
Veolia	DD	79.20	Waste Disposal
Total:		<u>£13,551.85</u>	

It was **RESOLVED** to pay the invoices listed above, authorise the electronic payments and sign the cheques drawn on Unity Trust Bank.

19/102 LANGTON GREEN RECREATION GROUND (LGRG): Cllr Mrs Lyle reported the following:-

- a) To receive a report: Cllr Mrs Lyle reported that there was a problem with blocked drains: Investigative works had been carried out to identify why the drains regularly block and it had been noted that it will be an expensive job to get the problem rectified. It was agreed an additional quotation would be obtained as a comparison to Dyno-Rod's quote of £6,500. Additionally, Cllr Mrs Lyle said that she would look into whether the Pavilion builders could be held liable. She noted a slight deficit was forecast in the Pavilion funds for this year owing to the reduced fees for the café; the café closure in August and redecoration costs.
- b) Update on the formal agreement between SPC and SPC Pavilion Ltd: there was nothing to report.
- c) Drainage project – see item 19/100f).
- d) AGM of SPC Pavilion Ltd: Cllr Mrs Lyle explained that although the company is currently dormant, SPC still has annual filing obligations. Accounts had been circulated to Councillors having been agreed by Directors at a meeting held on May 1st. It was **RESOLVED** to authorise the Directors to submit the annual accounts.

19/103 CHAIRMAN'S REPORT: The Chairman reported the following:

- He thought the Annual Parish Meeting was well received by residents and that the key speaker, as suggested by Cllr Ellery, was an excellent choice. It was noted that the PA system in the Main hall needs to be working properly if further meetings are to be held. Cllr Mrs Soyke suggested changing the direction of the chairs to lengthways to reduce the depth of audience so that it would be easier to hear the speaker.
- Despite there not being an election, Councillors still needed to submit their election expenses by the 31st May 2019. Failure to do so could result in the individual being disqualified.
- 2020 is the 75th anniversary of VE Day. The Parish Council needs to decide what, if any of the celebrations or activities it would like to take part in. He asked Councillors to consider this matter.
- It was noted that the Register of Interest forms only need to be submitted if there is a change in data.

19/104 COMMITTEE REPORTS:

- a) **Governance** – Cllr Milner said that there had been a meeting of the Governance Committee on 1st May 2019, the draft minutes of which had been circulated.
 - i. It was **RESOLVED** to reappoint the Internal Auditor, David Buckett.
 - ii. It was **RESOLVED** to approve the Standing Orders and Documents Policies on the recommendation of the Governance Committee.
 - iii. It was **RESOLVED** to reappoint a Data Protection Officer (DPO).
- b) **Planning** – Cllr Mrs Price noted that the appeal for Scriventon Farm Buildings had been turned down on the grounds of harm to the AONB which she hoped would give the Officers at the Council the confidence to make similar future decisions. Councillors made five objections at the last meeting, some due to insufficient information in the application and an objection to an application in Birchetts for a change of use due to lack of daytime parking provision. There were also some enforcement issues. Additionally, Councillors' supported SPC's tree works on Pocket Park (Roopers Green).
- c) **Highways** – The Clerk said that there had not been a meeting since the last Full Council but hoped to hold a meeting in the near future when a new Chairman would be elected. An assessment needed to be done on Groombridge Hill.
- d) **Amenities** – Cllr Mrs Podbury said that since the Amenities Committee meeting Councillors had met with Maria Cook who had advised that in her opinion the existing playground should last for another ten years however, she had recommended SPC invest in a few additional smaller items. Cllr Mrs Podbury suggested the Finance Committee consider increasing the playground budget for next year.
- e) **Air Traffic** – Cllr Barrington-Johnson said that the key issue for the air traffic committee had been the Gatwick Noise Management Board (NMB) being disbanded. He believed that Gatwick would look to re-establish a NMB with minimal parish involvement. He will report back to Councillors when further information is known.

- f) **Footpaths** –Cllr Milner reported that he had carried out various footpath repairs with the Groundsman. Two members of the public had volunteered to help, and Cllr Mrs Podbury suggested teaming up with volunteers from Rusthall.
- g) **KALC** – there was nothing to report.
- h) **Environment Working Group** – there was nothing to report.

19/105 OTHER MATTERS ARISING FROM THE MINUTES OF 1ST APRIL 2019: there were none.

19/106 CLERK'S REPORT: there was nothing to report.

19/107 DIARY DATES: Planning committee meeting 29th May 2019 at 7.30pm in the Council Office.

19/108 ITEMS FOR INFORMATION:

Cllr Milner enquired if there is a curfew for using loud garden machinery during weekends or evenings and thought there should be an initiative to get various hours protected. Cllr Mrs Podbury would investigate.

Cllr Ellery queried confirmation of the new Speldhurst Village Hall representative. It was agreed this would be confirmed at the next Full Council meeting.

The meeting closed at 9.25pm.

Chairman

COMMITTEES 2019-20¹
Chairmen in bold

Committee		Committee	
Finance		Planning	
Katrina Lyle		Judy Price	
Richard Ellery V-C		Alan Rowe	
Joy Podbury		Dave Pate	
Rupert Milner		Millie Woodliffe	
Julia Soyke		Richard Ellery	
Millie Woodliffe		Alan Round	
Alan Rowe		John Turner	
		Plus new councillor	
Amenities		Highways	
Joy Podbury		Dave Pate	
Julia Soyke		Millie Woodliffe	
Alan Rowe		Richard Ellery	
Katrina Lyle		Alan Round	
Millie Woodliffe		John Turner	
Judy Price		3 MoP	
John Turner			
Governance		Air Traffic	
Rupert Milner		Neil Barrington-Johnson	
Neil Barrington-Johnson		Julia Soyke	
Katrina Lyle		Joy Podbury	
Alan Rowe		Alan Rowe	
Dave Pate		Plus 2 MoP	
Working Group		Working Group	
Environment		Pavilion Management	
Judy Price		Katrina Lyle	
Dave Pate		Millie Woodliffe	
Plus 6 MoP		John Turner	
APM		Staff	
		Neil Barrington-Johnson	
		Rupert Milner	
		Police Representative	
		Dave Pate	

¹ The Chairman and Vice-Chairman are ex-officio members of **all** committees and can attend any meeting in a voting capacity