



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

**MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY, 9th January 2017 at 7.30pm  
In Ashurst Village Hall**

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**MEMBERS PRESENT:** Cllr Milner, Mrs Price, Mrs Horne, Mrs Jeffreys, Mrs Lyle, Mrs Soyke, Mrs Podbury, Allen, Kerby, Mercieca, Turner

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

**IN ATTENDANCE:** There were none.

**MEMBERS OF THE PUBLIC:** There were none.

Cllr Milner took the Chair in the absence of the Chairman.

**17/001 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.

**17/002 APOLOGIES FOR ABSENCE:** Cllr Barrington-Johnson (bereavement) and Cllr Parker (prior engagement).

**17/003 DISCLOSURE OF INTERESTS:** There were none.

**17/004 DECLARATIONS OF LOBBYING:** There were none.

**17/005 MINUTES:** It was **RESOLVED** that the Minutes of the Full Council Meeting on **5<sup>th</sup> December 2016** be approved as a correct record and signed by the Chairman.

**17/006 BOROUGH AND COUNTY COUNCILLORS' REPORTS:** Cllr Mrs Soyke advised that an update on the Civic Centre would be made public soon.

**17/007 PUBLIC OPEN SESSION:** There were no matters for discussion

**17/008 STAFFING MATTERS:** The Chairman confirmed that the Groundsman's contract had been agreed and thanked Cllr Mrs Jeffreys for her assistance in the wording of the contract. Councillors approved the contract and the Chairman signed it making Mr Len Cooper an employee of SPC with effect from 1<sup>st</sup> January 2017.

**17/009 FINANCE COMMITTEE:**

- a) Report by the Chairman including any Committee Meetings held since the last Full Council meeting, the Minutes were previously forwarded to all Members.
- b) There have not been any budget virements; Cllr Mrs Jeffreys advised that all virements will be deferred until the end of the Financial Year.

- c) There have been no interim payments since the Finance Meeting.
- d) There have been no decisions made under delegated authority since the Finance Meeting.
- e) It was **RESOLVED** to approve the work recommended by the Finance Committee that the ground surface of the gyrospral be repaired by Barge Group Ltd and other minor repairs at a total cost of £3,303 plus VAT.
- f) It was agreed that the decision regarding a new DDA compliant footpath be deferred until next month, once further quotes have been received by the Clerk.
- g) Councillors agreed that the KCC Highways outline quotation for installing a 20mph zone in Speldhurst and an advisory area in Langton Green is a good starting point and it was **RESOLVED** to proceed with this design and costings totalling £18,720. It was noted that this cost will increase if it is feasible that the interactive signs can be connected to mains electricity. Cllr Mrs Podbury thanked the Clerk for his hard work in progressing this matter and also for rekindling a connection with Kirsty Williams who has provided guidance to SPC. It was agreed that this item would be the headline in the next newsletter.

**17/010 ACCOUNTS FOR PAYMENT:** Invoices verified by Cllr Turner

To authorise the payment of invoices as listed

<u>Payee Name</u>	<u>Cheque/Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
BT PLC	DD	30.00	Mobile
Initial	DD	48.67	Washroom hygiene
St Thomas' PCC, Groombridge	300227	10.00	Subscription
GACC	300228	10.00	Annual membership
Langton Life	MT936	250.00	Advertisement
Sac-O-Mat UK Ltd	MT937	488.83	Canine refuse bags
Commercial services Trading Ltd	MT938	964.07	Half yearly maintenance
Commercial Services Trading Ltd	MT939	251.28	Half yearly maint Groombridge
RIP Cleaning Services	MT940	216.00	Canine Refuse
Paul Cheater	MT941	73.00	Pavilion Cleaner
Mr L Cooper	MT942	452.00	Groundsman's duties
Mr L Cooper	MT943	5.92	Expenses
C May	MT944	368.25	Expenses
Kate Harman	MT945	9.00	Travel
K Plunkett	MT946	9.00	Travel
K Plunkett	MT947	604.44	Salary
C May	MT948	1304.01	Salary
Kate Harman	MT949	562.08	Salary
Mr L Cooper	MT950	639.74	Salary
Langton Green Charitable Trust	MT952	87.50	Meeting room hire Oct-Dec
Unity Trust Mastercard	DD	755.11	Reduce to nil
HMRC	MT929	3618.51	Tax & NI
KCC (KCS)	DD	437.26	Photocopier
NEST	MT951	25.18	Pension Contributions January
Veolia	DD	69.90	Refuse collection

**Total payments** **11289.45**

It was **RESOLVED** to pay the invoices listed above, sign the cheques and authorise the BACS in Unity Trust Bank.

**17/011 HIGHWAYS COMMITTEE:** No meeting has been held since the last Full Council meeting. The next meeting will be held on 23<sup>rd</sup> January.

- Cllr Milner said that the main item of 20mph had already been discussed under Finance.

- He reported that the order for the installation of 4 gateways as previously agreed is going ahead.
- Speedwatch - Cllr Milner said that volunteers were needed to operate the Speedwatch system and asked Councillors to register for the Speedwatch scheme and then take the online test. The Clerk was asked to send out a reminder to Speedwatch volunteers who had been trained previously to ask if they will sign up again.

**17/012 AIR TRAFFIC COMMITTEE:** Cllr Mrs Soyke and Mrs Podbury reported

- At a meeting of the High Weald Councils Aviation Action Group (HWCAAG) in December a map had been designed proposing spreading the swathe of flights and avoiding a concentration in any one area. Councils were then asked to take the design proposal to their respective meetings and were invited to support this new policy noting that the interval of flights was still to be agreed. HWCAAG and GON had met with Sir Roy McNulty and Committee members have been given the opportunity to attend the next Noise Management Meeting. It was **RESOLVED** to support the new policy in principle.
- A change in the complaints process was noted.

**17/013 BOUNDARY CHANGE:** The Clerk advised that they were awaiting confirmation from Rusthall Parish Council regarding the cemetery and what was proposed to be included within their boundary before further discussion and agreement can take place.

**17/014 LANGTON GREEN RECREATION GROUND (LGRG):**

- a) Cllr Mrs Lyle advised that procedures are being streamlined, following a few teething problems. Cllr Mrs Lyle said that they had been experiencing problems with the electricity supply tripping which had been traced to a faulty kettle. The urn was also no longer working. Cllr Turner is to organise the Fire Assessment and Cllr Mrs Lyle has been informed that the premises licence has been approved and a draft licence is under preparation by TWBC Licensing Administration team.
- b) It was **RESOLVED** that the Performing Rights Society Licence be paid at a cost of £95 plus VAT. The Clerk advised that so far £1K income had been received from users of the Pavilion during the past week.

**17/015 PARISH PLAN:** The Clerk advised that Cllr Barrington-Johnson had written four letters in support of the plan actions, including a letter to the Commissioner of Police. In the absence of Cllr Barrington-Johnson it was agreed to defer this item until the next meeting.

**17/016 KALC Community Awards Scheme**

It was unanimously **RESOLVED** to nominate a candidate and Cllrs Mrs Podbury and Milner will prepare the background to the entry.

**17/017 NEWSLETTER:** It was agreed that the following items be included:-

- Headline – Update on 20mph progress and a Speedwatch recruitment message.
- Update on air traffic including the new complaints procedure.
- The new Assistant Clerk (Mrs Harman) and The new Groundsman (Mr Cooper)
- The precept – that it was only a 3.2% rise instead of 4%.
- Pavilion and cafe update.
- Update on the Groombridge and Ashurst ISS's (the lifespan of the old ISS's had been disappointing and the Highways Committee were looking at replacing them with the new SIDs which are lighter and more user-friendly).
- The vast improvements to visibility after the hedges have been cut back on the A264 Ashurst Road.
- Trees online.
- Considerate parking (if there is room in the newsletter).

**17/018 CHAIRMAN'S REPORT:**

There was no report in the absence of Cllr Barrington-Johnson.

**17/019 COMMITTEE REPORTS:**

- a) **Governance** – A meeting will be held in February to consider the annual reviews of a number of TOR and policies.
- b) **Planning** – A meeting was held on Wednesday 14<sup>th</sup> December 2016 and the minutes have been circulated. The next meeting is on Monday 16<sup>th</sup> January. Cllr Mrs Horne advised that the Settlement Role and Function Study survey had been completed and returned. Cllr Mrs Horne also advised that the appeal for Victoria Cottage had been dismissed.
- c) **Amenities** – Minutes of the meeting held on 12<sup>th</sup> December 2016 had been circulated. Cllr Mrs Podbury said that a number of issues agreed required authorisation which had now been agreed.
- d) **Footpaths** – Cllr Milner said that he had received a letter from Mr Johnstone of Kent High Weald Partnership saying they are relaunching and upgrading the Tunbridge Wells Circular Walk.
- e) **Kent Association of Local Councils (KALC)** – There was nothing to report.
- f) **Environment Working Group** – Cllr Mrs Price said that she has sent out the invitations to the workshop however to date she only has 10 confirmed attendees – she would ideally like at least 20. She asked the councillors to invite anyone they think suitable. Cllr Mrs Price said that she would like a link to the OS maps she has had printed on the website to make them easily accessible however she needs to investigate the copyright first.

**17/020 OTHER MATTERS ARISING FROM THE MINUTES OF 5<sup>th</sup> DECEMBER 2016:** No other matters.

**17/021 CORRESPONDENCE RECEIVED:**

1. Letter from BBC Flog It! Notifying of valuation day in Rochester on Wednesday 25 January.
2. Letter to Neil Barrington-Johnson from Mr Robinson at White Cottage, Ewehurst Lane thanking the Chairman and the Council for its dedication and hard work.
3. Letter from Greg Clark enclosing the response from Marcus Jones MP re SPC's objections to council tax referendum principles applying to parish and town councils.
4. Letter from Kent County Council acknowledging receipt of letter from SPC re the Speldhurst Parish Plan. KCC have raised the possibility of a site visit to discuss issues.
5. Letter from The Office of Her Majesty's Lord-Lieutenant of Kent regarding an invitation to the annual Civic Service at Rochester Cathedral on 14<sup>th</sup> March 2017.

**17/022 DIARY DATES:**

**Monday 16<sup>th</sup>** – Planning Committee Meeting

**Thursday 19<sup>th</sup>** – Environment Workshop, Palmer Room, Langton Village Hall, 7.30pm

**Monday 23<sup>rd</sup>** – Highways Meeting

All meetings are in the office and start at 7.30pm unless otherwise stated

**17/023 ITEMS FOR INFORMATION:** - There were none.

There being nothing further to discuss the meeting closed at 8.30pm.

Chairman