



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

**MINUTES OF THE FULL COUNCIL MEETING
HELD ON MONDAY, 3rd JUNE 2013 at 7.30pm
IN ASHURST VILLAGE HALL**

MEMBERS PRESENT: Cllrs Mrs Jeffreys (Chairman), Mrs Horne, Hemming, Langridge, Milner, Owen, Parker, Pendleton and Turner

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

MEMBERS OF THE PUBLIC: County Councillor John Davies. Borough Councillors David Jukes and Julian Stanyer

13/102 APOLOGIES FOR ABSENCE: Cllrs Mrs Hull, Mrs Podbury, Mrs Soyke and Woodward (all prior engagement)

13/103 DECLARATIONS OF PECUNIARY OR SIGNIFICANT OTHER INTERESTS: There were none.

13/104 DECLARATIONS OF LOBBYING: There were none.

13/105 MINUTES: It was **RESOLVED** that the Minutes of the Annual Meeting of the Parish Council held on **15th May 2013** were approved as a correct record and signed by the Chairman.

13/106 BOROUGH AND COUNTY COUNCILLORS REPORTS: Borough Cllr Jukes advised that the Parish Chairmen's meeting on 11th June has been cancelled and that he has had a meeting with the new editor of the Courier. County Cllr Davies advised that he has been elected Chairman of Planning for KCC and that David Brazier is now the member for Highways.

Borough Cllr Stanyer reminded everyone about the Energy Switching Initiative.

13/107 PUBLIC OPEN SESSION: There were no members of the public present.

13/108 FINANCE COMMITTEE – Report by Cllr Hemming

- i) Cllr Hemming reported that a Committee meeting was held on 20th May and the minutes have been circulated.
- ii) Cllr Hemming reported that the banking arrangements are being monitored by the Finance Committee. Cllr Mrs Horne expressed concern about the amount of money the Council held in the Co-op Bank and Unity Trust Bank and a general discussion followed. The clerk confirmed that the Council has £75,000 in a fixed term deposit with the Co-op Bank which matures in January 2014 and the Council is not protected by the Financial Services Compensation Scheme. He will recommend other institutions to the Finance Committee for consideration at the next meeting to spread the risk.
- iii) Cllr Hemming reported that there had been no email decisions made in the last month.

- iv) Cllr Hemming reported that two budget virements have been made; £996 from earmarked reserves to Amenities to cover the repair to the wet pour and swings at LGRG and £2,500 from contingency to grants to cover the ICT grant made to Speldhurst school.
- v) It was **RESOLVED** to adopt the revised Terms of Reference.
- vi) It was **RESOLVED** to adopt the revised Standing Orders – Financial Regulations.
- vii) It was **RESOLVED** to request more information from St Mary’s Church, Speldhurst before considering their request for a grant towards Churchyard maintenance.

13/109 ACCOUNTS FOR PAYMENT – Invoices verified by Cllr Hemming

<u>Payee Name</u>	<u>Cheque/Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
<u>Notification of additional payment in May</u>	DD	30.00	Mobile
<u>To authorise the payment of invoices as listed</u>			
M R Lawrence	107	775.00	Mowing & strimming
Miss K Lawrence	108	15.00	Office cleaning
Archer Signs & Panels Ltd	109	84.42	Weedkiller signs
Viking Direct	110	176.40	Display boards
Sodexo	MT121	256.32	Canine refuse bags
Treadwell Electrical	MT122	115.20	Groombridge Christmas lights
Mr L Cooper	MT123	250.00	Groundsman’s duties
Mr L Cooper	MT124	24.26	Maintenance expenses
C May	MT125	68.40	Expenses
M Flemington	MT126	58.18	Expenses
C May	MT127	1,393.20	Salary
M Flemington	MT128	646.13	Salary
RIP Cleaning Services	MT129	216.00	Canine refuse
HMRC	111	720.94	Tax & NI
Tunbridge Well Borough Council	DD	54.00	Non-domestic rates
KCC (KCS)	DD	566.24	Photocopier
Total payments		£ 5,419.69	

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

13/110 HIGHWAYS:

- i) In Cllr Mrs Podbury’s absence the Clerk reported that a Committee meeting was held on 17th May and the minutes have been circulated.
- ii) It was **RESOLVED** to adopt the revised Terms of Reference subject to adding the word ‘voting’ to item 7. to read ‘A quorum of 3 voting members is required for each meeting’
- iii) After much discussion it was **RESOLVED** to spend £2,300 from the Highways budget towards the KCC safety installation of two new barriers and new signage on Barden Road.
- iv) It was **RESOLVED** to purchase five new posts from Tate Fencing to be installed by the Groundsman at Southfields.

13/111 LANGTON GREEN SPORTS CLUB: Cllr Mrs Jeffreys and the Clerk reported on the meeting held with representatives of LGSC on 31st May. It is anticipated that the tenure and terms of the lease will be considered at the August Full council meeting.

13/112 WARD WALKS: TWBC Ward Walks take place between 19th and 25th June. All Cllrs volunteering for Ward Walks now have their training packs and details of when they are on duty.

13/113 GATWICK: County Cllr John Davies reported that he had submitted the question to KCC member for Highways Cllr David Brazier who replied that he will ensure that the KCC representative he appoints to GATCOM is aware of the issues of concern to West Kent residents.

13/114 ALL SAINTS CHURCH FLOWER FESTIVAL: The Clerk reported that Cllr Mrs Hull had previously said she would be happy to make a contribution to the Flower Festival on behalf of the Parish Council. In Cllr Mrs Hull's absence it was **RESOLVED** to make a decision at the next Full Council meeting on 1st July when she can report back.

13/115 CHAIRMAN'S REPORT: Cllr Mrs Jeffreys reported that her Chairmanship training course paperwork is now held in the office if any Committee Chairmen are interested in studying it. She advised that both Langton Green and Speldhurst Schools have now nominated recipients for the Parish Council's Diamond Jubilee Awards for Olympic Spirit and the presentations will be made before the end of this term. She advised that the bi-annual newsletter is due in July and suggested items for inclusion are; war memorials, grants awarded, LGPS expansion and LGRG car park, Parish Plan, Speldhurst ISS, speedwatch volunteers and reporting of dangerous drivers, website, APA, dog mess and Gatwick. Cllr Langridge will work on a draft. She asked that the Environment Working Group arrange to assess the toilets at Speldhurst School for fitting of water saving devices.

13/116 COMMITTEE REPORTS:

- i) Governance – Cllr Pendleton reported that the next Governance meeting will be held in June or early July and that Cllr Hemming as Chairman of the Finance Committee is now a member of the Governance Committee.
- ii) Planning – Cllr Langridge reported that the meeting to be held on 4th June has a large number of applications including some with public interest. He thanked Cllr Milner for attending this meeting in ex-officio capacity as several members of the Committee are absent.
- iii) Amenities – Cllr Milner reported that the next Committee meeting will be held on 20th June and that Cllr Mrs Horne has arranged for the Scouts to help with work in the Pocket Park on Friday 14th June.
- iv) Footpaths – Cllr Milner reported that a letter had been received from Jonathan Bibby of KCC regarding vegetation clearance on public rights of way and inviting the Parish Council to nominate sections of paths to be considered for part of KCC's reactive clearance programme. He advised that he has been contacted by a shepherd at Groombridge regarding installation of stiles and that weedkiller and a sprayer will be purchased for use by the Groundsman.
- v) Broadband – There was nothing to report.
- vi) KALC – Cllr Mrs Hull's notes of the KALC meeting held on 21st May have been circulated.
- vii) Neighbourhood Planning – Cllr Turner reported that it will now be known as the Parish Plan Working Group. They are having stalls at Speldhurst, Langton Green and Ashurst Fetes on 22nd June, 6th and 7th July respectively and will hold the next Working Group meeting after that. He advised that it would be useful to have several more members of the public involved.
- viii) Environment Working Group – The notes of the Working Group meeting held on 28th May have been circulated.

13/117 OTHER MATTERS ARISING FROM THE MINUTES OF 15th April 2013: Cllr Mrs Jeffreys referred to the planning application that will be submitted for the proposed expansion of Langton Green Primary School. **The Assistant Clerk will determine from the TWBC Monitoring Officer how SPC should deal with the comments on this application and report back.**

13/118 CORRESPONDENCE RECEIVED:

1. Email dated 20th May from Kent High Weald Partnership regarding new facilities (previously circulated) - **Clerk to respond that KHWP have been very helpful to SPC**

2. Letter dated 13th May from KCC PROW regarding changes to vegetation clearance on PROW in west Kent (copy enclosed) - **Assistant Clerk to obtain further details from KCC PROW**
3. Invitation from CAB TW to join them for a small celebration on the opening of their new offices in Vale House, Clarence Road on Friday 14th June 3.30-5.30pm
4. Email dated 18th May from Adam Ball on behalf of the Speldhurst PTA Pram Race Committee thanking the Council for its kind support covering the insurance. They raised over £2,000 which will be put towards the ICT fund – (Cllr Mrs Jeffreys reported that the Pram Race had been very well organised and was well attended).

13/119 DIARY DATES:

1. Tuesday 4th June – Planning meeting – Palmer Room
2. Wednesday 5th June – Marchiennes schoolchildren at Langton Green Primary School
3. Tuesday 11th June – Parish Chairman’s meeting at TWBC - **cancelled**
4. Wednesday 19th June – SLCC Kent Branch meeting in Palmer Room 9am – 2pm
5. Wednesday 19th June – Ward Walks – 4pm – 7pm
6. Thursday 20th June – Amenities meeting - Office
7. Friday 21st June – Ward Walks – 10am – 2pm
8. Saturday 22nd June – Ward Walks – 10am – 12noon
9. Saturday 22nd June – Speldhurst Fete – 11.30am – 4pm
10. Monday 24th June – Ward Walks – 4pm – 7pm
11. Tuesday 25th June – Ward Walks – 1.30pm – 5pm
12. Tuesday 25th June – Planning meeting - Office
13. Thursday 27th June – Rude Mechanical Theatre Company at the LGRG (tickets available from office) from 6pm – play starts at 7.30pm
14. Monday 1st July – **Full Council meeting** – Ashurst Village Hall

13/120 ITEMS FOR INFORMATION:

Cllr Milner gave Cllr Turner an extract from the Courier regarding Village Plans and Design Statements.

There being nothing further to discuss the meeting closed at 8.59pm

CHAIRMAN