



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

**MINUTES OF THE FULL COUNCIL MEETING  
HELD ON MONDAY, 15<sup>th</sup> APRIL 2013 at 7.30pm  
IN SPELDHURST VILLAGE HALL**

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**MEMBERS PRESENT:** Cllrs Mrs Jeffreys (Chairman), Mrs Horne, Mrs Hull, Mrs Podbury, Mrs Soyke (arrived 9.15pm), Hemming, Milner, Owen, Turner

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

**MEMBERS OF THE PUBLIC:** County Cllr John Davies; Borough Cllr Julian Stanyer; Lizzie Goodwin of Tunbridge Wells Borough Council (TWBC) and four members of the public

**13/060 TWBC WARD WALKS PROGRAMME:** It was **AGREED** that this item should be brought forward and Cllr Mrs Jeffreys introduced Lizzie Goodwin of TWBC who addressed the meeting on the Ward Walks programme to be carried out in Speldhurst Parish during June 2013. A report is attached to these minutes. After the talk the Chairman encouraged as many Parish Councillors to take part as possible.

Council business started at 7.52pm

**APOLOGIES FOR ABSENCE:** Cllr Langridge (family reasons), Cllr Parker (family reasons), Cllr Pendleton (prior engagement) and Cllr Woodward (holiday)

**13/061 DECLARATIONS OF PECUNIARY OR SIGNIFICANT OTHER INTERESTS:** Cllr Owen declared an interest in Agenda Item 12 – Langton Green Primary School

**13/062 DECLARATIONS OF LOBBYING:** Cllr Owen – Langton Green Primary School; Cllr Mrs Hull – Litter; Cllr Mrs Podbury – Pocket Park, Roopers, Speldhurst

**13/063 MINUTES:** The Minutes of the Full Council Meeting held on **4<sup>th</sup> March 2013**, having previously been forwarded to Members, were approved and signed as a true record.

**13/064 BOROUGH AND COUNTY COUNCILLORS REPORTS:** Cllr John Davies confirmed that KCC has now replaced the concrete kerbs with granite kerbing in Penshurst Road.

**13/065 PUBLIC OPEN SESSION:** The four members of the public were present in connection with Agenda Item 11 – Pocket Park, Roopers. The members of the public present spoke of their concerns about the proposed changes to the maintenance of this area. It was **AGREED** to bring this item forward.

**13/066: POCKET PARK, ROOPERS:** Cllr Mrs Jeffreys explained the rationale to the proposal and that it will be tried this year and reviewed. After a lengthy discussion it was **AGREED** that for a trial period this year the area by the path is cut regularly with the rest being left as longer grass and rough cut when necessary. Cllr Milner said that in his opinion there was little evidence of work having been carried out by Treework. He thought that the work should considerably reduce the detritus left by the trees. **The clerk was requested to investigate and report.**

**13/067 FINANCE COMMITTEE – Report by Cllr Mrs Jeffreys**

- i) Cllr Mrs Jeffreys reported that there has not been a Committee meeting since the last Full Council meeting.
- ii) Cllr Mrs Jeffreys reported that there had been four email decisions in the last month; it was agreed to grant £354 to Speldhurst pram race for the cost of insurance and £382.69 to Speldhurst Fete for the cost of insurance; the cost of £65 was agreed for a sign on Ashurst pavilion and the cost of £216 was agreed for a new gate post at the LGRG.
- iii) Cllr Mrs Jeffreys reported that the year-end accounts have been prepared. The Internal Auditor is making his inspection on 17<sup>th</sup> April. The Accounts will be presented for approval at the Full Council meeting on 13<sup>th</sup> May and submitted to the External Auditors thereafter.
- iv) Cllr Mrs Jeffreys reported that the new s137 limit for 2013/2014 is £6.98 per elector (3,887) totalling £27,131.

**13/068 ACCOUNTS FOR PAYMENT – Invoices verified by Cllr Turner**

<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
<u>Additional Payments in March not listed</u>			
BT PLC	DD	206.96	Telephone Bill
Mr L Cooper	MT84	36.61	Expenses
Came & Co	MT85	2,113.59	Council insurance
KALC	MT86	216.00	Planning Conference
LGCT	MT87	22.50	Meeting rooms February
Treework	MT88	2,868.00	Tree maintenance
Premiere Digital	MT89	180.00	Posters re APA
KCC (KCS)	DD	350.28	Photocopier
		<b>£5,993.94</b>	
<u>Payments in April</u>			
ACRK	SO	35.00	Annual membership
TWBC	088	100.00	APA Boards
TWBC	089	100.00	Deposit APA Boards
TWBC	089	-100.00	Refund Deposit
BT PLC	DD	30.00	Mobile
EON	DD	40.95	Street light invoice
Langton Green Rural Society	091	400.00	Grant: Fete Insurance
Event Insurance Services Ltd	092	354.00	Grant: Pram race insurance
KALC	093	1,368.00	Annual membership
The PCC of All Saints' LG	094	9,000.00	Grant: Heating system
TWBC	DD	56.85	Rates
HMRC	095	720.74	Tax & NI

Miss K Lawrence	096	15.00	Office cleaning
Speldhurst Village Funds	MT90	382.69	Grant: Fete Insurance
Mr L Cooper	MT91	250.00	Groundsman's duties
Mr L Cooper	MT92	8.70	Expenses
Diocese of Rochester	MT93	4,750.00	Balance of land purchase
Speldhurst Village Hall	MT94	15.00	Meeting room hire
Premier Digital	MT95	78.00	A&BSA sign
Tate Fencing Ltd	MT96	259.20	Repair of gate post LGRG
Langton Green Charitable Trust	MT97	11.25	Meeting room hire
Langton Green Charitable Trust	MT98	474.38	Office electricity invoice
Larkfield Hall Ltd	MT99	40.00	First Aid course
M Flemington	MT100	646.13	Salary
M Flemington	MT101	119.78	Expenses
C May	MT102	1,393.40	Salary
C May	MT103	29.50	Expenses
Haymarket Media Group	DD	101.00	Planning magazine subs
EDF Energy	DD	110.72	Pavilion Electricity
EON	DD	24.61	Street Lighting
RIP Cleaning Services	090	172.80	Dog bins

**Total payments** **£ 20,987.70**

**13/069 HIGHWAYS REPORT:** Cllr Mrs Podbury reported that a Committee meeting was held on 15<sup>th</sup> March and the Minutes have been circulated. The Highways Committee had proposed that an Interactive Speed Sign on Langton Road, Speldhurst be installed at a cost of £4,305 plus a post and fitting. This was **AGREED**. Cllr Mrs Podbury advised that she and Councillor Langridge are attending a Speedwatch seminar on 20<sup>th</sup> April and that more people (Councillors and members of the public) are needed to be trained for speedwatch. It was decided to place articles in the Parish Magazines to ask for volunteers from members of the public. The matter of the Kent Highways/Police record of accidents was discussed and it was **AGREED** that **the Clerk will write to CI Nicola Faulconbridge to seek confirmation of the criteria for accidents being recorded.**

**13/070 LANGTON GREEN PRIMARY SCHOOL:** An email had been received from KCC confirming the discussions at the preliminary meeting held with some members of the Parish Council and this had been circulated to Councillors. The meeting, attended by Cllrs Mrs Jeffreys, Mrs Podbury and Langridge, was primarily to see how the car park could best be improved to alleviate congestion in Lampington Row. There was considerable discussion regarding the Langton Green Primary School expansion. Further information is awaited from KCC.

**13/071 COUNCIL POLICIES AND TERMS OF REFERENCE:**

- i) It was **AGREED** to adopt the revised policy in the event of snow and ice
- ii) It was **AGREED** to adopt the revised internal financial control system
- iii) It was **AGREED** to adopt complaints policy (no change)
- iv) It was **AGREED** to adopt the revised Governance Committee Terms of Reference
- v) It was **AGREED** to adopt the Internal Audit Terms of Reference (no change)

**13/072 ANNUAL PARISH ASSEMBLY:** Cllr Mrs Jeffreys reported that feedback received indicated that the APA had been successful and thanked Cllr Langridge, Cllr Mrs Podbury, the Assistant Clerk and Mrs Langridge for all their help. She advised that a post-APA meeting will be held shortly and feedback from stallholders may be sought. The Clerk recommended that a limited public session should be introduced to comply with procedure.

**13/073 GATWICK:** Cllr Mrs Jeffreys advised that TWBC do not have any power to act in connection with Gatwick. It was **AGREED** to defer further contact with TWBC/KCC and sending a letter to Gatwick until after the elections on 2<sup>nd</sup> May.

**13/074 CHAIRMAN'S REPORT:** Cllr Mrs Jeffreys reported on the Parish Chairmen's meeting held on 10<sup>th</sup> April. Details of the Collective Energy Switching Scheme will be put on the website and the Parish Council will consider making nominations for 'love where we live' awards and consider a 'bag and flag' event for reducing the impact of dog poo in the parish.

**13/075 COMMITTEE REPORTS:**

- i) Governance – a Committee meeting was held on 11<sup>th</sup> April and the minutes have been circulated.
- ii) Planning – the future planning application for Langton Green Primary School expansion was discussed. It was considered that this application should be considered by Full Council (the Planning Committee can make a recommendation should they so wish). **The Assistant Clerk will seek clarification on making comments from the Tunbridge Wells Borough Council Monitoring Officer.**
- iii) Amenities – Cllr Milner reported that a Committee meeting was held on 4<sup>th</sup> April and the minutes have been circulated.
- iv) Footpaths – Cllr Milner advised that a resident has reported the footpath adjacent to Adams Well (WT109) being very muddy. The Clerk reported that Kent Highways have written to Holly Tree Cottage, Penshurst Road, Speldhurst regarding the hedge encroaching onto the pavement and they will visit if it has not been cut after 28 days.
- v) Broadband – there was nothing to report.
- vi) KALC – there was nothing to report.
- vii) Neighbourhood Planning – Cllr Turner reported that at the last meeting it was suggested that a village plan would be more appropriate than a neighbourhood plan. The next meeting is on 29<sup>th</sup> April.
- viii) Environment Working Group – there was nothing to report.

**13/076 OTHER MATTERS ARISING FROM THE MINUTES OF 4<sup>th</sup> MARCH 2013:**

Cllr Mrs Jeffreys referred to the proposal for a museum in Langton Green. The planning application has been submitted for change of use but no further information has been received yet.

**13/077 CORRESPONDENCE RECEIVED:**

1. Email dated 4<sup>th</sup> March from Sheila Passmore against the change in maintenance of Pocket Park
2. Email dated 6<sup>th</sup> March from Kate Harman against the change in maintenance of Pocket Park
3. Email dated 6<sup>th</sup> March from the Morrisons against the change in maintenance of Pocket Park
4. Email dated 7<sup>th</sup> March from Ron Fisher against the change in maintenance of Pocket Park
5. Email dated 7<sup>th</sup> March from Verity Clarke against the change in maintenance of Pocket Park
6. Email dated 2<sup>nd</sup> April from Christine Harrison against the change in maintenance of Pocket Park
7. Email dated 28<sup>th</sup> March from Freddi family in favour of the change in maintenance of Pocket Park
8. Email dated 8<sup>th</sup> March from David Crundwell thanking the Parish Council for the grant of £500 towards churchyard maintenance for St John's Church, Groombridge
9. Letter dated 15<sup>th</sup> March and email dated 14<sup>th</sup> March from Speldhurst C.E. Primary School thanking us for the grant of £2,500 towards the school's ICT project
10. Email dated 25<sup>th</sup> March from Andy Green (son of Dena) thanking the council for all the help it gave to his mother having the bench made and installed
11. Email dated 18<sup>th</sup> March from Direct Technical Services advising of a 3.8% increase in charges for maintaining the street light
12. Notice from TWBC regarding non-domestic rates increased from £53 to £54 per month
13. Letter dated 23<sup>rd</sup> March from LGRS inviting the Chairman and all Councillors to their AGM on 14<sup>th</sup> May at the LGVH
14. Notice from TWBC regarding a temporary street closure order for the Speldhurst Pram Race on 12<sup>th</sup> May
15. Notice from KCC Highways – road closure Broomhill Road, Speldhurst from 18<sup>th</sup>-25<sup>th</sup> March for fixing of potholes
16. ACRK Rural News No. 126
17. Notice from NALC that CPRE will increase membership for Parish Councils from next year from £29 to £36

18. CPRE Countryside Voice – Spring 2013 edition
19. Barcham trees brochure
20. Email dated 11<sup>th</sup> March from TWBC advising that for 3 months from 11<sup>th</sup> March Jo Smith and Robin Harris are appointed Deputy Monitoring Officers
21. Email dated 11<sup>th</sup> March from Hospice in the Weald with details of their Pedal for Pounds sponsored bike ride on 6<sup>th</sup> April
22. ACRK Oast to Coast Spring 2013 publication
23. KALC Newsletter Issue 368 – March 2013
24. Plantscape News product catalogue 2013-2014
25. Tunbridge Wells Community Safety Unit Newsletter No. 22 – February 2013
26. Letter dated 15<sup>th</sup> March from Try Angle Awards – seeking nominations
27. Letter to the Chair from ACE Services dated 4<sup>th</sup> March – air-conditioning; heating; plumbing etc
28. Letter to the Chair from Moat Homes Ltd dated 15<sup>th</sup> March advertising Shared Ownership Week from 18<sup>th</sup>-25<sup>th</sup> March
29. Letter dated 8<sup>th</sup> April from TWBC regarding Local Needs Housing

**13/078 DIARY DATES:**

1. Wednesday 17<sup>th</sup> April – Internal Auditor **10am**
2. Thursday 18<sup>th</sup> April – Assistant Clerk on WWYC course at Dartford
3. Saturday 20<sup>th</sup> April – Speed Watch Practitioner Mini-Conference – Kent Police College, Maidstone – **9.30 - 12.30**
4. Monday 29<sup>th</sup> April – Neighbourhood Planning working Group meeting – LGVH
5. Sunday 12<sup>th</sup> May – Speldhurst Pram Race 11.30-1.30pm
6. Monday 13<sup>th</sup> May – Annual Meeting of the Parish - **Full Council Meeting** – LGVH
7. Tuesday 14<sup>th</sup> May – LGRS AGM (LGVH)

**13/079 ITEMS FOR INFORMATION:**

Cllr Mrs Soyke advised that 37 street lights along the A264 are going to be switched off overnight and that she is attending the GATCOM meeting on 18<sup>th</sup> April.

Cllr Mrs Horne requested further information on the budget figures for 2013/2014

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

CHAIRMAN

Notes on the talk by Lizzie Goodwin of Tunbridge Wells Borough Council on the Ward Walks programme

The Ward Walks programme is in place to enable TWBC to work with Borough Councillors, Parish Councils and residents to obtain local peoples view on the local area services.

The Ward Walks within Speldhurst Parish Council will take place as follows:

Wednesday 19 <sup>th</sup> June	4pm – 7pm
Friday 21 <sup>st</sup> June	10am – 2pm
Saturday 22 <sup>nd</sup> June	10am – 12 noon
Monday 24 <sup>th</sup> June	4pm – 7pm
Tuesday 25 <sup>th</sup> June	1.30pm – 5pm

The aim is to visit approximately 550 properties within the Parish and volunteers are required to assist with the programme. Training will be given to volunteers on 15<sup>th</sup> and 29<sup>th</sup> May. TWBC has a number of volunteers in place but is looking for Parish Council assistance.

TWBC will put a card through the door of every property they intend to visit in advance.

TWBC will hold a meeting with Speldhurst Parish Council in advance and mop-up/feedback sessions afterwards.

They view feedback from residents as very important.