



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

**MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY, 18TH MAY 2015 at 7.30pm
IN THE ELLIS ROOM, LANGTON GREEN VILLAGE HALL**

MEMBERS PRESENT: Cllrs Milner (Vice Chairman), Mrs Hull, Mrs Horne, Mrs Podbury, Mrs Soyke, Allen, Barrington-Johnson, Owen, Parker, Pendleton, Turner and Woodward

IN ATTENDANCE: There were no County or Tunbridge Wells Borough Councillors present

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

MEMBERS OF THE PUBLIC: There was one member of the public present

15/090 SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE: All Councillors present signed the declaration of acceptance of office at the start of the meeting.

15/091 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.

15/092 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.

The Clerk stated that the enquiry if anyone present intends to film, photograph and/or record the meeting had been omitted from the agenda. It was confirmed that no-one present intended to film, photograph and/or record the meeting.

15/093 APOLOGIES FOR ABSENCE: Cllr Mrs Jeffreys (prior engagement) and County Councillor John Davies

15/094 DISCLOSURE OF INTERESTS: Cllr Owen declared an interest in agenda item 16a) Langton Green Recreation Ground sports pavilion (minute item 15/105a)

15/095 DECLARATIONS OF LOBBYING: Cllrs Mrs Podbury, Soyke and Hull declared that they had been lobbied regarding Gatwick and aircraft noise.

15/096 MINUTES: RESOLVED that the Minutes of the Full Council Meeting held on **13th April 2015** be approved as a correct record and signed by the Chairman.

15/097 BOROUGH AND COUNTY COUNCILLORS REPORTS: Cllr Mrs Soyke said that all Councillors were waiting to hear what committees they would be appointed to and that she was expecting to remain Chairman of planning.

Cllr Mrs Podbury said that she expected to be appointed to planning as well which would mean she would have to leave the planning committee.

15/098 PUBLIC OPEN SESSION: There was one member of the public, Richard Wheeler, present. He said he was present just to observe and confirmed that he would like to remain a public member of the Highways Committee.

15/099 COUNCILLORS NOT SIGNING THE DECLARATION OF ACCEPTANCE OF OFFICE: It was **RESOLVED** that an extension of time is allowed for Cllr Mrs Jeffreys to sign the declaration of acceptance of office.

15/100 APPOINTMENT OF COMMITTEES INCLUDING KALC REPRESENTATIVE: Cllr Barrington-Johnson as Chairman is the KALC representative and Cllr Milner as Vice-Chairman is his deputy. The appointment of all other Committees was deferred until the Full Council meeting on 1st June.

15/101 APPROVAL OF ANNUAL RETURN: It was **RESOLVED** to accept the recommendation of the Governance Committee to approve and sign the Annual Return on pages 2 and 3 confirming that the accounting statements and annual governance statements were correct. The Chairman duly signed the return.

15/102 FINANCE COMMITTEE – Report by Cllr Owen

- a) Cllr Owen said there had been no Committee meeting since the last Full Council meeting. The next Committee meeting is on 22nd June.
- b) There had been one budget virement; £1,460.00 from contingency to Langton Green maintenance for the cost of the tarmac overlay to the footpath. It was **RESOLVED** that the transfer be approved.
- c) Cllr Owen reported on two interim payments since the Finance Committee meeting; £171.00 to Glass Supplies being 50% deposit for the cost of the protective solar film fitted to the overhead glass canopy outside the office and £29.67 to repair the blower, and it was **RESOLVED** to approve these (see list below). He said that 50% of the precept had been received from TWBC on 24th April.
- d) Two payments had been authorised under delegated authority; £480.00 for clearing the fallen tree at LGRG and cutting back the hedge at The Green, and £78.42 for computer repairs.

15/103 ACCOUNTS FOR PAYMENT – Invoices verified by Cllr Mrs Podbury

<u>Payee Name</u>	<u>Cheque/Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
<u>Notification of additional payments in April</u>			
Glass supplies	MT527	171.00	Deposit for solar film
Mower Services	A058	29.67	*Maintenance
CPALC	AO59	22.50	Annual subscription
Sainsbury's	AO60	34.25	APM Refreshments
Total		£257.42	

To authorise the payment of invoices as listed

South East Water	DD	35.38	Water bill pavilion
BT PLC	DD	33.50	Mobile
Tunbridge Wells Borough Council	DD	56.00	Non-domestic rates
Alan Ashby	166	140.00	*Repairs at LGRG
Joy Podbury	167	19.35	Reimbursement of expenses
TWBC	168	60.00	Screen hire PPWG
TWBC	169	100.00	Screen hire deposit PPWG
St Martin's Church, Ashurst	MT528	450.00	Grant – broadsheet

St Martin's Church, Ashurst	MT529	800.00	Churchyard maintenance
Dave's Computer Repairs	MT530	78.42	*Computer Repair
Mr L Cooper	MT531	46.49	*Maintenance Expenses
Treework	MT532	192.00	Maintenance of Hedge
Abbott Construction	MT533	1,752.00	Tarmac Overlay Works
Alison Hillman	MT534	161.50	Internal Audit
Prestige Web Marketing	MT535	60.00	Website maintenance
SR Electrical	MT536	205.00	Fitting LG Defibrillator
SR Electrical	MT537	295.00	Fitting Ashurst Defibrillator
Langton Green Charitable Trust	MT538	50.00	Underlease
Glass Supplies	MT539	171.00	Balance of solar film
RIP Cleaning Services	MT540	216.00	Canine refuse collection
Streetlights	MT541	24.24	Maintenance contract
Treework	MT542	384.00	Fell tree and branch
M R Lawrence	MT543	230.00	Mowing
Mr L Cooper	MT544	404.00	Groundsman's duties
Miss K Lawrence	MT545	15.00	Office cleaning
Langton Green Charitable Trust	MT546	43.50	Room hire
Viking Direct	MT547	28.79	*Stationery
Viking Direct	MT548	28.79	PPWG Badges
Viking Direct	MT549	97.74	Stationery PPWG
M Flemington	MT550	700.48	Salary
M Flemington	MT551	39.25	Expenses
C May	MT552	1,467.20	Salary
C May	MT553	25.87	Expenses
HMRC	MT554	767.74	NI & Tax
Unity Trust Alto	Top up	650.00	Top up
WH Smith	AO61	30.96	*Computer Virus Protection
UK Debt Management Office	DD	3,158.35	PWLB

Total payments **£12,986.59**

*Payment made under the Clerk's delegated authority

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

15/104 HIGHWAYS: No meeting had been held since the last Full Council. The Clerk reported a grant has been received from TWBC towards two bus stop shelters in the Parish. Cllr Pendleton asked if the speed camera car could be requested for Groombridge Hill. Cllr Mrs Hull asked if consideration of traffic calming in St Mary's Lane, Speldhurst could be on the agenda for the next Committee meeting.

15/105 LANGTON GREEN RECREATION GROUND (LGRG):

- a) Pavilion – the Clerk confirmed that the Sports Club had been successful in its application for a grant from the Football Association, however the amount of the grant could not be revealed until the FA had made a public declaration.
- b) School expansion, car parks and footpaths – no further update.

15/106 TRANSFER OF LAND FROM TWBC: The Clerk reported that the transfers of the land at Langton Green have been completed and that the transfer of the land at Ashurst is progressing. There was a query with an invoice from Donaldson West which had been passed to TWBC.

15/107 CHAIRMAN'S REPORT: Cllr Barrington-Johnson reported that the Annual Parish Meeting had been well organised and successful with good speakers and congratulated the organising team. Cllr Mrs Hull expressed

concern with reference to the Police talk that cyber-crime has to be reported online and that Kent Police are required to pay rent to TWBC for use of the Police Station.

15/108 COMMITTEE REPORTS:

- a) **Governance** – A Committee meeting was held on 5th May and the minutes have been circulated.
 - i. It was **RESOLVED** to accept the recommendation of the committee and retain the services of the Internal Auditor, Ms Alison Hillman, for a further year.
 - ii. It was **RESOLVED** to accept the recommendation of the committee to approve the new Internal Audit Review Checklist and authorise the Chairman to sign it on behalf of the Council.
- b) **Planning** – Committee meetings were held on 13th April and 5th May and the minutes have been circulated. The next meeting is on 8th June. Cllr Mrs Horne thanked Cllr Mrs Jeffreys for reminding members that they need to be circumspect when discussing planning issues prior to meetings.
- c) **Amenities** – A Committee meeting was held on 30th April and the minutes have been circulated. Cllr Mrs Hull reported that Pocket Park will be mown soon and that South East Water has carried out poor reinstatement following the water pipe burst. **The Clerk was asked to contact South East Water to request work be carried out on re-instatement to the park and wall.** She advised that she has spoken to Speldhurst Village Hall regarding the allotment footpath and they have suggested a luminous sign at the barrier and lines by Barden Road and this will be considered at the next Amenities Meeting.
 - i. It was **RESOLVED** to approve and adopt the annual review of the Terms of Reference.
- d) **Air Traffic** – No meeting had been held since the last Full Council. Cllr Barrington-Johnson reported the next Committee meeting is in the morning on 20th May and that there is a meeting with Gatwick Airport on 20th May in the evening.
- e) **Footpaths** – Cllr Milner reported it is the intention to put a plaque on an existing stile as a memorial to Alan Passmore. He reported that a path in Bullingstone Woods used by walkers has recently been blocked off. He asked that the Parish Council consider cutting back the hedge/verge on Ashurst Hill to make it safer for pedestrians.
- f) **KALC (Kent Association of Local Councils)** – there was nothing to report.
- g) **Parish Plan Working Group** – a meeting was held on 13th May and the notes have been circulated. Open Days were held at Ashurst and Groombridge on 16th May and the next one will be held at Speldhurst Village Hall on 23rd May with Langton Green Village Hall on 20th June.
 - i. It was **RESOLVED** to permit the Working Group to apply for grants towards the project in the name of Speldhurst Parish Council.
- h) **Environment Working Group** – there was nothing to report. The next meeting is on 16th July.
- i) **First World War Working Group** – it is intended to show War Horse on The Green at Langton Green in September 2015. The Working Group will be applying to the Parish Council for a grant contribution to the costs. Nothing further has been heard to date from TWBC regarding Speldhurst War Memorial.
- j) **Security** – quotations for CCTV are being obtained.

15/109 OTHER MATTERS ARISING FROM THE MINUTES OF 13TH APRIL 2015: There were none.

15/110 CORRESPONDENCE RECEIVED:

1. Hospice in the Weald News Spring 2015
2. Kent High Weald Partnership Weald Wise Newsletter Spring/Summer 2015
3. Information pack from The University of the Third Age
4. Letter dated 6th April from St Mary's Church, Speldhurst thanking the Parish Council for the grant for churchyard maintenance
5. Email dated 16th April from Streetlights advising that there will be a 2.5% increase in maintenance contract charges for 2015/16
6. Email dated 16th April from Streetlights advising that there will be a 5% increase in repair tariff charges
7. Anonymous letter received on 12th May regarding a problem with drugs at LGRG (notified to the Police)
8. Letter from Unity Trust Bank with revised terms and conditions
9. Letter dated 18th May from Sheila Passmore regarding the condition of Pocket Park

15/111 DIARY DATES:

Monday 18th May – Annual Statutory Meeting of the Parish Council – LGVH

Wednesday 20th May – Air Traffic meeting – 9.30am

**Wednesday 20th May – Meeting with Gatwick Airport – The Innkeeper’s Lodge (Hand & Sceptre)
Southborough, TN4 0QB - 7.30pm**

Saturday 23rd May – Parish Plan Open Day – Speldhurst Village Hall – 10.30am – 3pm

Tuesday 26th May – KALC Area Committee meeting – 7.30pm

Saturday 30th and Sunday 31st May – Football Fiesta - LGRG

Monday 1st June – Full Council meeting – Ashurst Village Hall

15/112 ITEMS FOR INFORMATION:

Cllr Milner reported that the roadside verges on Langton Road, Speldhurst are in poor condition

Cllr Parker advised that the Langton Green Village Society AGM is on Tuesday 19th May in Langton Green Village Hall at 7.30pm for 8pm

Cllr Pendleton reported that there is a pothole adjoining a manhole cover in the highway outside Groombridge Farm Shop.

There being nothing further to discuss the meeting closed at 8.44pm

Chairman