



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

**MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY, 9TH MAY 2016 at 7.30pm  
IN THE PALMER ROOM LANGTON GREEN VILLAGE HALL**

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**MEMBERS PRESENT:** Cllrs Milner (Chairman), Mrs Horne, Mrs Lyle, Mrs Podbury, Mrs Price, Mrs Soyke, Allen, Kerby, Mercieca, Parker and Turner.

**IN ATTENDANCE:** No Borough or County Councillors were present.

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

**MEMBERS OF THE PUBLIC:** There was one member of the public present, Mr Peter Soyke.

**16/086 ELECTION OF CHAIRMAN:** Cllr Barrington-Johnson was absent but had indicated prior to the meeting that he was willing to stand again if elected. It was **RESOLVED** to elect Cllr Barrington-Johnson as Chairman of the Parish Council. He will sign the declaration of office at the earliest opportunity when it will be counter-signed by the proper officer.

**16/087 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.

**16/088 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.

**16/089 APOLOGIES FOR ABSENCE:** Apologies received from Cllr Barrington-Johnson (previous engagement), Cllr Mrs Jeffreys (holiday) and Borough Councillor David Jukes (business engagement).

**16/090 DISCLOSURE OF INTERESTS:** The assistant clerk declared an interest in minute item 16/102a)2

**16/091 DECLARATIONS OF LOBBYING:** Cllr Mrs Horne said she had been called by Michael Godley's sister about a memorial bench. (minute item 16/097g)

**16/092 MINUTES:** It was **RESOLVED** that the Minutes of the Full Council Meeting held on **4th April 2016** be approved as a correct record and signed by the Vice-Chairman.

**16/093 BOROUGH AND COUNTY COUNCILLORS REPORTS:**

Cllr Mrs Soyke congratulated Cllr Mrs Podbury on her re-election success as Borough Councillor for Rusthall. Commiserations were passed to Cllr Allen on his unsuccessful bid.

**16/094 PUBLIC OPEN SESSION:** No member of the public wished to speak.

**16/095 APPOINTMENT OF COMMITTEES** The list of Councillors belonging to each Committee had been distributed in advance of the meeting. It was **RESOLVED** that no changes were required to the Committees which is attached as an appendix.

**16/096 APPROVAL OF ANNUAL RETURN** The Clerk explained that the Annual Return had been reviewed and approved by both the Internal Auditor and the Governance Committee. It was **RESOLVED** to approve the Annual Return and was signed by the Chairman and the RFO and Proper Officer.

**16/097 FINANCE COMMITTEE – Report by Cllr Mrs Soyke**

- a) There had been no meeting during the last month and the next Finance Meeting will be held on 20<sup>th</sup> June.
- b) There have been 2 budget virements. The first (ref 95) is from 4202 to new codes set up to enable the Amenities Committee to review more detailed expenditure of the maintenance of Langton Green. The second virement (ref 96) is for the total cost of the CCTV on the Pavilion. The Council **RESOLVED** to approve both virements.
- c) There were two additional payments from the current account – the deposit for the CCTV at the Pavilion and the charge for the street light on Groombridge Green. There has been a number of transactions on the ALTO corporate pre-paid credit card including stationery, postage of PPWG survey reports, refreshments for the APM, new Councillor badges and petrol for machines used on LGRG and these are listed below.
- d) All of the payments made on the ALTO card apart from the refreshments for the APM were made under the Clerk’s delegated authority.
- e) The Council **RESOLVED** to fund the insurance cost of Speldhurst Village Fete at a cost of £407.01.
- f) Cllr Mrs Horne expressed concern over the cost of the proposed notice board for Ashurst and suggested using an old SPC board instead. The Clerk said that the old noticeboard was half the size of all the others and was not adequate. He emphasised that they were made from man-made materials and needed little maintenance and that it was important to have a consistent look throughout the Parish so that residents recognise our boards. The Council **RESOLVED** to purchase a new Notice Board for Ashurst Village at a cost of approximately £1,150. The Board will be wall mounted and this will reduce the cost slightly.
- g) Two valued members of the community, Dan Davidson from Langton and Michael Godley from Speldhurst, had recently passed away and each family had asked that a bench to commemorate them be installed. One of the benches was to be situated on the Langton Green Recreation Ground and the Amenities Committee had given permission and also recommended that a donation of £100 towards the two benches be made on behalf of the Council. Cllr Mrs Horne was not in favour, she was concerned that this would set a precedent. Cllr Parker argued that all cases are decided on merit and Cllr Turner thought that it was appropriate for the Council to support them. Cllr Mrs Soyke suggested the Council send a letter, signed by the Chairman, to relatives of Dan Davidson and Michael Godley expressing appreciation from Speldhurst Parish Council for all their support of village activities. It was **RESOLVED** by a vote of 6-5 not to make a donation and it was agreed that letters be sent.
- h) The Council **RESOLVED** to purchase five cast iron bollards for outside the LGVH entrance at a cost of £1,605.38.
- i) The Council **RESOLVED** to approve the work as per the Arboricultural survey at a cost of £2,540 (includes estimated price for traffic lights)
- j) The Council **RESOLVED** to approve the Cory annual contract for the removal of rubbish at a cost of £780.

**16/098 ACCOUNTS FOR PAYMENT – Invoices verified by Cllr Turner**

Notification of additional payments made in April

Sunstone	MT771	3,924.00	Deposit CCTV Pavilion
EON	DD	28.78	Street lighting

Payment made by ALTO pre-paid card in April

Rymans*	AO95	26.03	Stationery
Post Office Ltd*	AO96	16.87	Postage
WH Smith*	AO97	6.98	Stationery
Rymans*	AO96	-9.98	Refund re stationery
Sainsburys	AO98	44.50	APM Refreshments
Comfoot & Keys*	AO097	13.90	Badges
WH Smith*	AO098	13.16	Stationery
Langton Green S/ station*	AO099	11.33	Petrol

To authorise the payment of invoices as listed

<u>Payee Name</u>	<u>Cheque/Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
South East Water	DD	33.58	Water bill
BT PLC	DD	30.00	Mobile
Kent County Council	300215	500.00	Highways Consultation Report
N Earwaker	MT772	185.00	Grant flower bed
LGCSA	MT773	1,020.00	Glazing and LEDs
Langton Green Charitable Trust	MT774	141.22	Electricity – Office
M Flemington	MT775	120.00	Casual employee
C May	MT778	22.95	expenses
K Plunkett	MT779	23.40	expenses
Prestige Web Marketing	MT780	60.00	Website maintenance
Kent County Council	MT781	6,540.00	Mobile SID package
Commercial Services Trading	MT782	3,055.57	Bollards and lighting LGRG
Alison Stevens	MT783	161.50	Internal Audit
J S Taylor	MT784	70.00	Electrical work LGRG
Mr L Cooper	MT785	404.00	Groundsman duties
Mr L Cooper	MT786	37.74	Additional insurance
Mr L Cooper	MT787	13.99	Expenses
Husson UK Ltd	MT788	466.80	Cable seat repair
Speldhurst Village Hall	MT789	14.58	Meeting room hire
Tunbridge Wells Borough Council	MT790	500.00	Traveller reserve fund
St Martins Church, Ashurst	MT791	1,250.00	Grants Church and magazine
Ashurst McDermott Hall Trust	MT792	24.00	Meeting room hire
Langton Green Charitable Trust	MT793	28.00	Meeting room hire
Premiere Digital	MT794	180.00	APM Boards
Langton Life	MT795	250.00	Magazine page
Langton Green Charitable Trust	MT796	46.00	Meeting room hire March
Simon P Goacher	300216	150.88	Salary Administration
MR Lawrence	MT797	480.00	Mowing
HSBC Current Account	Transfer	15,000	Transfer of funds
Unity Trust Alto	Top up	1,500	Transfer re computers
Streetlights	MT798	24.24	Street lighting maintenance
C May	MT776	1,085.40	Salary
K Plunkett	MT777	559.86	Salary
UK Debt Management Office	DD	3,072.12	PWLB Repayment
<b>Total payments</b>		<b>37,050.83</b>	

\*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

**16/099 HIGHWAYS:**

There has been no meeting since the last Full Council meeting. The next meeting date is Thursday 19<sup>th</sup> May. Cllr Milner reported that the mobile SID is now in position in Ashurst and it is slowing the traffic down considerably. The SID will be moved around the Parish every two weeks. Cllr Mercieca asked about the health & safety aspect of changing the battery and moving the sign. The Clerk said that a step ladder will be purchased to enable the changing of the battery.

Cllr Milner said that a new SID (for speedwatch) called Sure Sight is now available – it has a longer range and is more reliable than the SID we currently have. The Chairman and Vice-Chairman agreed to purchase a new tripod with extendable legs to improve stability on the existing machine. The purchase of a Sure Sight machine may be considered in the future.

Cllr Milner said that a payment of £500 had been made to KCC for the first stage of design of a 20mph scheme near the two schools in the Parish.

**16/100 LANGTON GREEN RECREATION GROUND (LGRG):**

- a) Cllr Mrs Jeffreys had circulated an update about the Pavilion in advance of the meeting. Councillors **RESOLVED** to grant retrospective authorisation of £820 for LED lighting.

The 3 containers for the sports clubs were approved at the Amenities meeting in April. Cllr Mrs Horne asked about how the Cricket Club would pay for their container. It was explained that SPC will fund one of the 3 containers for the Cricket Club but the plan will be to charge a higher rent to the Club to cover the container cost over several years. Cllr Turner explained that the second container for the football club is for equipment such as tables and chairs so these don't have to be left in the pavilion. The Clerk said that at this stage the users of the Pavilion are not known and who will be responsible for taking bookings is a further unknown.

He said that Councillors will need to consider who will be responsible for setting up chairs and tables for different types of bookings.

**16/101 CHAIRMAN'S REPORT:** A written report by Cllr Barrington-Johnson was distributed in advance of the meeting. He congratulated William Benson on his presentation but he was concerned at the low turnout of members of the public at the Annual Parish Meeting and this was discussed. Suggestions for increasing attendance included sending personal invitations to all residents or include the forthcoming APM in the Parish Newsletter and time the newsletter's distribution so it arrives a couple of weeks before the APM.

**16/102 COMMITTEE REPORTS:**

- a) **Governance** – A meeting was held on Wednesday 4th May and the minutes have been circulated.
- i) It was **RESOLVED** to retain the current Internal Auditor, Alison Stevens, for a further year.
  - ii) It was **RESOLVED** to approve the recommendation of the Governance Committee that Kate Plunkett be taken on as a full member of staff, having passed her probation period.
- b) **Planning** – a meeting was held on 11th April and the minutes have been circulated. The next meeting is on 16<sup>th</sup> May. Cllr Mrs Horne said that she would discuss the update by TWBC on the Local Plan at the Planning meeting. She said she would attend the meeting which was to be held prior to the Chairmen's meeting on Tuesday 14<sup>th</sup> June at 6.30pm along with Cllr Turner and the Clerk
- c) **Amenities** – a meeting was held on 28<sup>th</sup> April and the minutes have been circulated. Cllr Mrs Podbury questioned whether the values on the Fixed Asset Register were correct. It was decided that this issue would be referred to the Governance Committee.
- i) It was **RESOLVED** to accept the Terms of Reference as proposed by the Amenities Committee.
- d) **Air Traffic** – a written report had been distributed in advance of the meeting by Cllr Barrington-Johnson which detailed the activity of the committee over the last month. A meeting will be called to discuss a response to the make-up of the proposed Noise Management Board.
- e) **Footpaths** – Cllr Milner reported that he has met with Jonathan Bibby recently to discuss the steps at Stockland Green Road and to show him a fallen tree in Bullingstone Lane. He also showed Mr Bibby the

footpath next to Salomons (WT72) and there are improvements that can be made but action by KCC will depend on funding.

Cllr Milner said that the footpath that runs from Penshurst Rd to the back of Speldhurst School is unsafe and has been blocked off by a neighbour to prevent accidents. This footpath is KCC's responsibility and it would be hazardous if re-opened. Cllr Mrs Lyle said that it would be helpful if children could use this path to get to school.

Cllr Milner said that he is meeting Mrs Passmore this week to finalise the wording for a plaque which will be put on a stile in the Parish.

- f) **Kent Association of Local Councils (KALC)** – there was nothing to report
- g) **Parish Plan Working Group** – Cllr Turner said that there had been no meeting since the last Full Council but Ken Howes spoke at the APM. The next meeting is on 25<sup>th</sup> May.

**16/103 OTHER MATTERS ARISING FROM THE MINUTES OF 4th APRIL 2016:** No other matters.

**16/104 CORRESPONDENCE RECEIVED:**

1. Email dated 1<sup>st</sup> May from Rusthall Arts Festival 28<sup>th</sup>-30<sup>th</sup> in Rusthall (further details from the Clerk)
2. HSBC – changes to Banking T&C
3. Wicksteed Playgrounds brochure
4. KCC Minerals and Waste LP 2013-30
5. CPRE Countryside Voice magazine
6. Hospice in the Weald letter dated 4<sup>th</sup> April thanking SPC for £1,000 grant
7. CPRE Kent Voice magazine
8. Came & Co Council Matters magazine

**16/105 DIARY DATES:**

**Tuesday 10<sup>th</sup> May** – LGVS AGM – LGVH

**Monday 16<sup>th</sup> May** – Planning meeting

**Wednesday 18<sup>th</sup> May** - Police Contact Point – St Mary's Lane, Speldhurst – **12-1pm**

**Thursday 19<sup>th</sup> May** – Highways Meeting (tbc)

**Wednesday 25<sup>th</sup> May** - PPWG

**Wednesday 1<sup>st</sup> June** - Police Contact Point – St Mary's Lane, Speldhurst – **12-1pm**

**Monday 6<sup>th</sup> June** – Full Council meeting – Ashurst Village Hall

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

**16/106 ITEMS FOR INFORMATION:**

Cllr Mrs Podbury said that there had been a fly-tipping incident at Franks Hollow Road but as the rubbish was left on private land rather than on the highway the cost of removal must be met by the landowner.

Cllr Mrs Podbury said that the litter picking in Speldhurst had resulted in at least a dozen bags of rubbish, much of the rubbish having been collected from Stockland Green Road.

There being nothing further to discuss the meeting closed at 8.38pm

Chairman