

# HILDENBOROUGH PARISH COUNCIL

60 Knowsley Way \* Hildenborough \* Tonbridge \* Kent \* TN11 9LQ

telephone: 01732 832367

email: [Clerkhildenboroughpc@gmail.com](mailto:Clerkhildenboroughpc@gmail.com)

website: [www.hildenboroughpc.org.uk](http://www.hildenboroughpc.org.uk)

8 April 2021

Members of Hildenborough Parish Council are summoned to the Remote Parish Council Meeting to be held via Zoom on **Wednesday 14 April 2021 at 7.30pm**

*Pam Gow*

*(Invitation to Zoom meeting at the foot of the Agenda)*

## AGENDA

### WEDNESDAY 14 APRIL 2021

1. Apologies and reasons for absence
  2. Declaration of Personal or Prejudicial Interests
  3. Declaration of gifts and hospitality
  4. Minutes of the Meeting held on Wednesday 10 February 2021 for agreement and signature if a true record
  5. Matters arising from meeting held on Wednesday 10 February 2021 not covered elsewhere in the agenda
- 
- 6.1 FINANCE
    - 6.1.1 Updated asset register (copy available on request)
    - 6.1.2 To approve Account Balances, Income and Payments February, March, April 2021 (Appendix 1)
    - 6.1.3 To approve End of Year accounts 2020/21 (Appendix 2)
    - 6.1.4 Updated Risk Assessment of Internal Control (Appendix 3)
    - 6.1.5 Statement of Internal Control (Appendix 4)
    - 6.1.6 Annual Governance and Accountability Return (AGAR) 2020/21
      - 6.1.6.1 Section 1 Annual Governance Statement 2020/21 (Appendix 5)
      - 6.1.6.2 Section 2 Accounting Statements 2020/21 (Appendix 6)
    - 6.1.7 Internal Audit
    - 6.1.8 Requests for Funding for Summer Y2 Crew Activity Programme and Kent Air Ambulance
  - 6.2 OPEN SPACES
    - 6.2.1 Recommendations to the Parish Council (see detail on Open Spaces Minutes of meeting held on 7 April 2021)
      - 6.2.1.1 Acceptance of quotation for replacement of storage garages in Recreation Ground
      - 6.2.1.2 To proceed further to obtain feasibility and cost of obtaining a connection with KCC drainage system for the Village Green
      - 6.2.1.3 Offer of plants for Village Green be accepted
      - 6.2.1.4 Request to cut back oak tree be granted
      - 6.2.1.5 Projects for 2021/22 should be restricted to the storage replacement until S106 funding arrangements became clarified

**6.2.1.6 The litter picking group should meet from the beginning of May**

**6.2.2 Replacement gate to play area in Recreation Ground**

**6.2.3 Maintenance Contractor work report and contract**

**6.2.4 Rental of Recreation Ground pitch and car park**

**6.2.5 Update on Foucham's Crossing temporary closure**

**6.2.6 Any other matters concerning Minutes of Open Spaces Meeting held on 7 April 2021**

**6.3 PLANNING**

**6.3.1 Applications received and considered since 15 February 2021.**

The following planning applications were considered. Details of comments made are available from the clerk. There were no declarations of interests.

<b>Planning Ref</b>	<b>Address</b>	<b>Proposal</b>	<b>Comment/no comment</b>
2985/FL	12 Garlands	Extension	Comment
154/FL	32 Riding Lane	Extension	Comment
187/FL	64 Hilden Park Road	Extension	No comment
36/FL	Squirrels Ct Coldharbour Lane	Extension	Comment
245/FL	Woodhatch Riding La	Internal alterations	Comment
262/FL	26 Ashley Rd	Extension	Comment
260/TPOC	Keymers Vines La	Tree surgery	Comment
291/FL	3 Oaklands Way	Extension	Comment
310/FL	12 Byrneside	Extension	Comment
342/TNCA	148 Tonbridge Rd	Tree surgery	Comment
354/TPOC	Raphael Medical Centre Coldharbour Lane	Tree surgery	Comment
365/FL	13 Copse Road	Extension	Comment
374/FL	6 Wealden Close	Extension	Comment
439/TNCA	Annerley Court Half Moon Lane	Tree surgery	Comment
386/LDP	60 Tonbridge Road	Roof extension	Comment
395/FL	36 Greenview Crescent	Attic conversion	Comment
447/FL	Coldharbour Farm Coldharbour Lane	Swim pond	Comment
518/FL	Mountains Farm Lodge Noble Tree Road	New dwelling	Comment
520/FL	26 Ashley Rd	Garage/storw	Comment
528/RD	140 Tonbridge Rd	Details of condition	Comment
529/FL	16 Byrneside	Extension	Comment
538/FL	27 Leigh Rd	Extension	Comment
587/FL	Long Acre London Rd	Garage	Comment
546/FL	Crossways Hse Philpots Lane	Extension	Comment
605/FL	Buildings at Trench Farm Coldharbour Lane	5 and 4 bed dwelling	Comment
639/FL	Aquila Mill Lane	Extension	Comment
671/FL	60 Tonbridge Rd	Extension	Comment

673/LRD	Glen Hse Hildenbrook Farm	Details of condition	Comment
<b>6.3.2</b>	<b>Neighbourhood Plan</b>		
<b>6.3.3</b>	<b>Local Plan</b>		
<b>6.3.4</b>	<b>Area 1 Planning Committee decision</b>		
<b>7.</b>	<b>Reports (verbal reports for noting) from representatives on outside bodies</b>		
<b>7.1</b>	<b>Parish Partnership Panel Representative</b>		
<b>7.2</b>	<b>Village Hall Representative</b>		
<b>7.3</b>	<b>Highways Coordinator</b>		
<b>7.3.1</b>	<b>Improvements in Nizels Lane</b>		
<b>7.3.2</b>	<b>Highways Improvement Plan</b>		
<b>7.3.3</b>	<b>Speeding vehicles</b>		
<b>7.3.4</b>	<b>Lighting Noble Tree Road and Rings Hill</b>		
<b>7.4</b>	<b>KALC – meeting 25 March 2021</b>		
<b>7.5</b>	<b>Parish Council Public Consultation (Farmers’ Market) Representative for 11 May 2021</b>		
<b>7.6</b>	<b>Flood Forum/Environment Agency</b>		
<b>7.7</b>	<b>Kent Police</b>		
<b>8.</b>	<b>Correspondence – see newsletters</b>		
<b>8.1</b>	<b>Correspondence requiring action not covered elsewhere</b>		
<b>8.1.1</b>	<b>Prevent Hire Guidance webinar</b>		
<b>8.2</b>	<b>Correspondence awaiting reply</b>		
<b>9.</b>	<b>Councillors’ items notified in advance of meeting</b>		
<b>10.</b>	<b>Policy for Communication</b>		
<b>11.</b>	<b>Telephone/broadband contract</b>		
<b>12.</b>	<b>Future Parish Council Meetings</b>		

The Chair to move that the press and public to be excluded from the remainder of the meeting.

**PART II CONFIDENTIAL ITEMS**

**13. Clerk/RFO job description**

**Pam Hildenborough is inviting you to a scheduled Zoom meeting.**

**Topic: Pam Hildenborough's Zoom Meeting**

**Time: Apr 14, 2021 08:00 PM London**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/89066543628?pwd=aVczbW5lbFdqMmlxWTIzaHhmWHhmQT09>**

**Meeting ID: 890 6654 3628**

**Passcode: 822337**

**One tap mobile**

**+12532158782,,89066543628#,,,,\*822337# US (Tacoma)**

**+13017158592,,89066543628#,,,,\*822337# US (Washington DC)**