

HILDENBOROUGH PARISH COUNCIL

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Minute of a meeting of Hildenborough Parish Council held in Finzi Room of the Village Hall, Riding Lane on 23 June 2021

Present: Cllr M Coles (chair) Cllr W Allingham Cllr T Fullbrook
Cllr D Haugh Cllr G Paterson Cllr I Sklavenitis

Joining remotely: Cllr K Dobson Cllr C Lewis

Also present: Mrs P Gow (clerk) County Councillor

Also present remotely: Borough Councillor

1. Apologies and reasons for absence

Cllr A McNeil and Cllr E Simons (family commitments), Cllr S Thomas (training session)

2. Declaration of Personal or Prejudicial Interests

There were none.

3. Declaration of gifts and hospitality

There were none.

4. Minutes of the Meeting held on Wednesday 5 May 2021

These were agreed as a true record and signed by the chair, Cllr M Coles.

5. Matters arising from meeting held on Wednesday 5 May 2021 not covered elsewhere in the agenda

There were none.

6.1 FINANCE

6.1.1 To approve Account Balances, Income and Payments for May 2021 and Payments for June 2021

The following account balance at 31 May 2021 was agreed as a true record and had been signed by Cllr K Dobson.

Account Balances at 31 May 2021

Account	Amount (£)
Unity Trust Bank	84,953.11
Business 95 Day Account	65,294.15
Total	150,247.26

The following payments and income for May 2021 were noted:

Payments made May 2021

direct debit	Corporate Card	charges	3.00
bank transfer	A Baker	maintenance contract	400.00
direct debit	Plusnet	telephone/broadband	35.64
bank transfer	D Buckett	internal audit	350.00

bank transfer	KCC	paper/litter pickers	142.26
direct debit	EDF	power supply	126.47
bank transfer	St John's Church	churtyard maintenance	2150.00
bank transfer	KALC	subscription	1886.14
bank transfer	Charlie Ottway	mowing contract	150.00
bank transfer	Employee related	tax/NI/expenses/salary	1483.36
bank transfer	A Baker	installing gate	756.00
bank transfer	K Dobson	plants for village green	103.00
	Total		7585.87

Income received May 2021

Hildenborough Gardeners Society	rent	110.00
Hildenborough Scouts	rent	16.00
Total		126.00

The following payments for June were approved with the addition of two further payments other than those circulated as Appendix 2 for a printer replacement drum and plants for the war memorial:

Payments for approval June 2021

direct debit	Plusnet	telephone/broadband	24.98
		compost, planters, stationery, security	
direct debit	Corporate Card	lights, monthly fee	691.46
bank transfer	KALC	training	42.00
bank transfer	Parish Council Websites	website provider	273.60
bank transfer	C Townsend	electrical work	170.00
bank transfer	A Baker	maintenance contract	440.00
bank transfer	RBS (Gaza)	timber and postcrete	40.80
bank transfer	Viking	computer supplies	109.92
bank transfer	Employee related	tax/NI/expenses/salary	1711.90
bank transfer	Viking	printer drum replacement	55.49
bank transfer	Mrs H Noone	plants	44.40
	Total		3604.55

6.1.2 Request for financial support Neighbourhood Watch Schemes in West Kent

DECISION: It was agreed the Finance Committee would consider this at their November meeting.

6.2 OPEN SPACES

6.2.2 Work completed by Maintenance Contractor

There continued to be much litter to be cleared, posts had been replaced in the car park and strimming undertaken in the Recreation Ground and West Wood. Signs had been replaced or erected, benches sanded down to remove graffiti.

6.2.3 Village Green

6.2.3.1 Village Green Trees

The rowan tree had been again blown over on two recent occasions. The tree surgeons had investigated and reported the roots had been severed.

DECISION and ACTION: It was agreed this should be removed and another replacement rowan ordered for Autumn planting. The other rowan tree would be securely staked. The cost removal and staking was approved at £160.

6.2.3.2 Village Green drainage

It would be more or less impossible to link to KCC main drainage system. In order to apply it would prove to be very costly with the technical reports required. KCC state that ground cannot be drained into their system consequently there was little chance of an agreement being obtained.

DECISION and ACTION: It was decided to further pursue the erection of an embankment to contain the water. There were plans for this drawn up in 2011 but there was no guarantee this would address the whole problem. The clerk would seek a suitable engineer to re-visit these plans.

6.2.4 Pavilion

6.2.4.1 cleaning

ACTION: Cllrs Paterson and Sklavenitis would look into options to provide a cleaning service for the Pavilion.

6.2.4.2 cctv

DECISION and ACTION: It was agreed that the current contract should be terminated and a different contract sought. Cllr Sklavenitis would be looking into obtaining quotations.

6.2.5 Tree Survey

The tree survey is to be undertaken on 29 June and it had been agreed they would tag the trees which needed attention. There were signs of deterioration of the ash trees in West Wood, particularly the areas between the service road and the B245. This would be covered in the survey. The economics of tree surgery rather than felling would be considered. The Council had received a quotation from a different company which included tagging of trees but this was over twice as expensive. They had also reported that the Council should be reviewing the way it is currently managed.

ACTION: The Open Spaces Committee would consider whether to meet with this company to investigate the management of West Wood further.

6.2.6 Storage replacement in Recreation Ground

DECISION: Following discussion on the options for replacement of the storage in the Recreation Ground it was agreed to discuss further the latest quotation and to investigate the provision of a container rather than a permanent building. The clerk to obtain a quotation for a small container.

6.2.7 Proposed diversion of MT42

ACTION: Cllr Dobson would investigate this proposed diversion further and report back early the week beginning 28 June. The Council's response should be copied to our County Councillor. The Ramblers Association response was also awaited

6.2.8 Recreation Ground – maintenance issues

ACTION: There were many maintenance issues which require addressing within the Recreation Ground and West Wood. It was agreed the Open Space Committee would meet in the Recreation Ground on 7 July to investigate these, leaving West

Wood until the September meeting. Among the matters to be considered would be fencing around the playground, hedge at the entrance/exit, entrance barrier, entrance to playground, ball court and ditches. This would assist the review of the 3-year plan in September.

6.2.9 Request to use Pavilion and Recreation Ground – 11 September 3-6pm.

DECISION: This was agreed, subject to a nominal charge for cleaning and services as well as any COVID regulations.

6.2.10 Pavilion security lighting

The security lighting seemed to be permanently on at the back and side of the Pavilion. The electrician had been asked to investigate and resolve the problem.

6.3 PLANNING

6.3.1 Applications received and considered.

The following planning applications were noted. Details of comments made are available from the clerk. There was one declaration of interest.

Application no.	Address	Proposed application	Council comments
1078/FL	10 Fellows Way	Extension	No comment
1138/LDE	54 Knowsley Way	Driveway installation	Comment
774/LRD	Keepers Cottage Nizels Lane	Details of condition 1	Comment
1174/FL	12 Garlands	Extension	Comment
1173/FL	The Round Hse Riding La	Roof extension	Comment
1299/TPOC	Manderley Vines Lane	Tree surgery	Comment
10688/FL	13 Stocks Green Rd	Replacement garage	Comment
1371/RD	Oakhill Hse 130 Tonbridge Road	Details of condition 9	Comment
1409/RD	Oakhill Hse 130 Tonbridge Road	Details of condition 14	Comment
1461/RD	Oakhill Hse 130 Tonbridge Rd	Details of condition 22	Comment
1401/FL	2 Ashley Road	Extension	Comment
1468/LDP	13 Woodfield Ave	Loft conversion	No comment
1503/FL	The Herdsmans Lodge Shipbourne Road	Conservatory	No comment
1488/PDVRB	Agricultural land and buildings at The Shaws Nizels Lane	Change of use to Class R.3 (b)	Comment
1491/RD	Oakhill Hse 130 Tonbridge Road	Details of condition 24	Comment

6.3.2 Infrastructure Plan revision

It was agreed the Planning Committee would review and update the Infrastructure Plan in line with the Borough Council's template. This should take into account the Open Spaces Committee recommendations for future development.

6.3.3 Local Plan

It was noted that the Local Plan had not been approved by the Inspectorate. This would be taken to the Planning and Transportation Board to decide the way forward. There was an option to take it to Judicial Review but it would prove very costly and there was, at best, a 40% chance of success so it was thought that the way forward would be submission of a new mini plan which would include a further call for sites to fulfil the increased number of houses required.

7. Reports from representatives on outside bodies

7.1 Parish Partnership Panel – this Panel had not met.

7.2 Village Hall Representative

Cllr Lewis reported that there had been no net gain or loss during the past month. The balance stood at £24,500+ and reserves at £15,000. They would normally have expected to have accrued £750 profit.

It was further reported that Pat Davies had stepped in again to deal with bookings. Currently bookings were very sparse.

7.3 Highways Coordinator

7.3.1 Quiet Lanes – criteria

Cllr Sklavenitis said that there is no listed criteria as such but the local residents should be encouraged to put the request in writing as individual rather than in the form of a petition. Contact would be made with our MP to gain support, information would be included in August Keys Magazine and other lanes in the area should be considered for inclusion.

ACTION: Cllr Sklavenitis to draft information for Keys Magazine.

7.3.2 SpeedWatch report

A number of reports had been received from the SpeedWatch group who had been active in the area again on several occasions. They had noted a large number of vehicles speeding and some unlicensed or uninsured. Reports had been sent to the police, but the group were disappointed with the response of the police who had not monitored the situation on site for 5 years.

ACTION: The Parish Council to raise this issue with the police inspector at the next Parish Partnership Panel meeting.

7.3.3 Speeding vehicles and safety at junctions

The crash map shows a number of collisions at the Brookmead/B245 junction. A local resident had been advised to contact KCC with a suggested solution which would go some way to address to the problem, that of double white lines along that section of the B245.

ACTION: The Parish Council would include this on the Highways Improvement Plan.

7.3.4 Noble Tree Road / Rings Hill lighting

ACTION: Cllr Sklavenitis would check the lighting after dark as there were reports that they were only partially alight. It was agreed to make contact with Network Rail to provide lighting over the bridge in Rings Hill.

7.3.5 Footway and road repairs/resurfacing

It was noted that during 2021/22 all the roads in the Brookmead area were to be covered, as well as the length of Mill Lane, London Road from Noble Tree Road to Teal and soft landscaping improvements at 5 different sites.

7.4 Hildenborough Flood Forum

7.4.1 Leigh and Hildenborough Flood Protection

The LEAs had given permission for the Leigh barrier improvements to go ahead and a planning application was expected for the Hildenborough embankment later this summer.

7.5 KALC – report on training undertaken

During the past month training had been booked or undertaken as below:

Neighbourhood Planning: 23 June Cllr Thomas/Sklavenitis (£60 x2)

Counsellor Networking Day: 10 July Cllr Thomas. (£60)

Writing Effective Press releases for Local Coverage: 17 June Cllr Sklavenitis (£42) –

CPRE – Planning Cllrs Thomas/Sklavenitis – free

7.6 Parish Council Public Consultation (Farmers' Market)

7.6.1 Feed back from meeting 8 June

Cllr Coles had attended and reported there was only one query raised over prospective development in the village.

7.6.2 Members to attend 13 July - Cllr Allington

7.7 Kent Police Monthly Report

This had, this week, been received and circulated to all members.

8. Correspondence – weekly newsletters distributed to all members

8.1 Correspondence requiring action not covered elsewhere

8.1.1 Consultation by SE Water on Dry Weather Plan – details to be sent to Cllr Sklavenitis

8.1.2 TMBC consultation on who pays for public toilets and Christmas lighting – closes 20 July. – looking at budget

Details to be sent to Cllr Sklavenitis

8.2 Correspondence awaiting reply

There was none.

9. Councillors' items notified in advance of meeting.

There were none.

10. Feed back on youth provision in the village.

ACTION: Cllr Allington and Dobson has been looking into the best way to develop the provision for youth in the village. They had decided to cover the age group 8-16 and had been investigating the work by other Councils and organisations. A plan would be presented to the Parish Council at the July meeting.

11. Communication Policy – feedback on use of social media

ACTION: Three draft policies were under consideration and a suitable policy would be put forward for adoption at the July Parish Council Meeting.

12. Boundary Commission consultation on Borough and National Boundary

ACTION: Cllr Thomas would be asked to draft a response from the Parish Council

13. Future Meeting Dates.

It was agreed to change the meeting for July to Wednesday 21 July 2021 in the hope that the pre-pandemic format for the meeting could be used. There were difficulties using the mixed face to face and remote method as evidenced by the current meeting with sound quality and volume.

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

PART II ONFIDENTIAL ITEMS

12. Arrangements for interviewing for RFO vacancy

The meeting closed at 9.20 pm.

..... chair

21 July 2021

PUBLIC SESSION

Hildenborough's Borough and County Councillors attended. They confirmed the information that the Local Plan had not been approved by the Inspectorate. They also informed Members that the Leader of the Borough Council had resigned and the reason given was the Local Plan had not been approved and the contract with Urbaser was in disarray. It was thought a new leader would be elected by mid July. There would be a release of information from the Borough Council on 24 June on arrangements for waste collections which would include all waste and recycling being taken to Allington centre to be burnt. Food waste it was thought would still be collected and metal would be extracted from the collections. The problems were the lack of drivers for the HGV's collecting the refuse. This is a nationwide problem at the moment.

Hildenborough's County Councillor said that he would continue to support Hildenborough in their Highways Improvement Plan and the development of the flood protection embankment. He had not been selected for the Flood Forum. In answer to a question he said that his funding allocation had been cut to £16,000 for the coming year with £6,000 allocated to Covid recovery funding.