

HILDENBOROUGH PARISH COUNCIL

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

telephone: 01732 832367

email: Clerkhildenboroughpc@gmail.com

website: www.hildenboroughpc.org.uk

Minutes of a meeting of Hildenborough Parish Council held in Finzi Room of the Village Hall, Riding Lane on 21 July 2021

PRESENT: Cllr M Coles (chair) Cllr K Dobson Cllr T Fullbrook
Cllr D Haugh Cllr C Lewis Cllr G Paterson
Cllr I Sklavenitis Cllr E Simons Cllr S Thompson

ALSO PRESENT: Mrs P Gow (clerk) Cllr H Rayner (KCC)

1. Apologies and reasons for absence

Cllr Allingham (work commitment), Cllr McNeil (family commitment), Borough Councillor

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 23 June 2021

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

5. Matters arising from meeting held on Wednesday 23 June 2021 not covered elsewhere in the agenda

6.2.5 **ACTION:** Tree Management – following further information the clerk would investigate this further and report to Open Spaces Committee in September.

6.1 FINANCE

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

The following account balance at 30 June 2021 was agreed as a true record and signed by Cllr A McNeil

ACCOUNT BALANCES AND PAYMENTS JUNE and JULY 2021

Account Balances at 30 June 2021

Account	Amount (£)
Unity Trust Bank	81,342.58
Business 95 Day Account	65,294.15
Total	146,636.73

The following payments and income for June 2021 were noted:

Payments made June 2021

direct debit	A Baker		
direct debit	Plusnet	telephone/broadband	24.98

direct debit	Corporate Card	compost, planters, stationery,	691.46
bank transfer	KALC	security lights, monthly fee	
bank transfer	Parish Council Websites	training	42.00
bank transfer	C Townsend	website provider	273.60
bank transfer	A Baker	electrical work	170.00
bank transfer	RBS (Gaza)	maintenance contract	440.00
bank transfer	Viking	timber and postcrete	40.80
bank transfer	Employee related	computer supplies	109.92
direct debit	Unity Trust Bank	tax/NI/expenses/salary	1711.90
bank transfer	Viking	charges	22.30
bank transfer	Mrs H Noone	printer drum replacement	68.62
	Total	plants	44.40
			3639.98

It was noted that the amount quoted in June for the Viking payment did not include vat. The full amount is as stated above.

Income received June 2021

Unit Trust Bank	charges refund	22.30
enveloped received in post	refunds	7.15
Total		29.45

The following payments were approved for July 2021

Payments for approval July 2021

direct debit	KALC	training sessions	288.00
bank transfer	A Baker	maintenance contract	520.00
bank transfer	CPRE	subscription	36.00
bank transfer	EJP Fire Protection Ltd	fire extinguisher service	48.00
	Terence W Clements	waste removal	180.00
bank transfer	The Play inspection Company	Annual Safety Inspection	270.00
direct debit	Plus Net	telephone/broadband	34.20
bank transfer	Bespoke Lawn Services	Mowing contract Village Green	150.00
bank transfer	RWE	tree surgery	192.00
bank transfer	Employee related	tax/NI/expenses/salary	1705.89
	TOTAL		3424.09

6.1.2 1st quarter accounts

The budget is currently mainly on target. The training budget is likely to go over and unexpected expenditure of £1,300 was necessary on a replacement gate for the play area.

6.2 OPEN SPACES

6.2.1 Work completed by Maintenance Contractor

During the past month the usual risk assessment of playground equipment, strimming cycle track, mowing the war memorial, clearing and litter picking in the

playground, clearing ditches of dams, ordering and collecting fencing palisades and repairing the strimmer had all been completed.

6.2.2 Recommendations from the Open Spaces Committee

6.2.2.1 The ash trees affected by ash die back should be felled

DECISION and ACTION: The quotation of £8,035.20 was accepted which included felling of the diseased ash trees identified on the tree survey.

6.2.2.2 The replacement tree on the Village Green should be Black Acer

DECISION and ACTION: Cllr Lewis would obtain details of a suitable black acer which would be purchased and planted with a donation of £500.

6.2.2.3 One of the quotations for the storage in the Recreation Ground should be accepted

DECISION and ACTION: It was delegated to the Emergency Committee to complete the purchase of a suitable container/shed. The quotation of £2,800 was accepted for the removal of the old storage and base and the installation of a new base. The total cost not to exceed £10,000.

6.2.2.4 The Ball Court should be resurfaced and remarked

DECISION and ACTION: this was agreed and quotations will be sought for resurfacing and remarking.

6.2.2.5 Ditch clearance should be included in the Grounds Maintenance Contract

DECISION and ACTION: It was agreed this should be included in 2022 quotations.

6.2.2.6 The Pavilion veranda should be repainted

DECISION and ACTION: This was agreed.

6.2.2.7 The Parish Council should meet with residents to discuss the outcome of the meeting with KCC regarding flooding on the Village Green

DECISION and ACTION: A small committee of Cllrs Cole, Dobson, Haugh, and Sklavenitis would meet with residents. A suitable date would be identified by the clerk, preferably a Wednesday evening.

6.2.2.8 The Infrastructure Plan

DECISION and ACTION: It was agreed that the items listed in Open Spaces Committee minutes would be included together with any proposals from Stocks Green School, and a skate park. Further the 3-year Plan should be amalgamated into the Infrastructure Plan.

6.2.2.9 A meeting should be arranged with the Club to discuss the possibility of baseball on the Recreation Ground

DECISION and ACTION: The Club's officials would be invited to the next Open Spaces Meeting to discuss the viability of this proposal.

6.2.3 Cleaning of the Pavilion and litter clearance in the Recreation Ground and West Wood

DECISION and ACTION: There was a meeting set for Thursday 22 July to discuss a contract with a cleaning company.

6.2.4 cctv

The person who is to be consulted continued to be on holiday.

6.2.5 The Closure of Princess Christians Farm

Concerns had been raised over what provision is to be provided for young people following the closure of the farm.

DECISION and ACTION: The Council would endeavour to pursue provision for the support of these young people and would make contact with the Queen, KCC,

and local MP to raise their concerns over the lack of notice as well as the future of the young people.

6.2.6 The Queens Platinum Jubilee

DECISION and ACTION: A local resident who usually organises the lighting of the beacon would be consulted and other events planned in the area would be investigated before a decision on any plans for the Parish Council would be taken to avoid clash of dates/events.

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 no declaration of interests.

Application no.	Address	Proposed application	Council comments
1562/TPOC	Nizels Ridge Farm Nizels Lane	Tree surgery	Comment
1628/FL	4 Mount Pleasant	Extension	Comment
1639/FL	3 Park Avenue	Extension	No comment
1644/FL	72 Tonbridge Road	Extension	Comment
1654/FL	70 Leigh Road	Extension	Comment
1476/FL	1 Hill View Rd	Replacement conservatory	No comment
1633/LDE	Flat B Thomas Wood Bank Lane	Creation of studio flat	Comment
1673/FL	Barn at Horns Lodge Shipbourne Rd	Removal of building	Comment
1707/FL	23 Church Road	Extension	Comment
1755/FL	The Cinamon Square Rings Hill	Change of use to flats	Comment

6.3.2 Sevenoaks Council has notified the Council of the decision to allow the Horse Crematorium. It was thought that this might be contested.

7. Reports from representatives on outside bodies

7.1 Parish Partnership Representative – meeting on 22 July 2021

7.2 Village Hall Representative – there had been no significant activity since the last Parish Council meeting.

7.3 Highways Coordinator

7.3.1 Speeding vehicles through the village

This continued to be a big problem with 41 vehicles being identified as speeding near to Foxbush in the most recent SpeedWatch. There had been a request for signage warning drivers not to overtake on dangerous bends. This would be considered during the review of the Highways Improvement Plan.

7.3.2 Quiet Lanes

ACTION: Which lanes to include would be discussed at the September meeting.

7.3.3 Parking along London Road

Many complaints had been received regarding the continual parking of vehicles opposite the Harvester Garage in London Road along the B245 across the footway.

KCC and the police had been consulted to take action but so far none had been taken.

DECISION and ACTION: Our County Councillor would bring this to the attention of KCC officers and the Parish Council would consult the relevant police authorities.

7.4 Hildenborough Flood Forum

DECISION and ACTION: It was decided that in view of the fact that there were only two remaining members this would no longer be part of the Parish Council Agenda.

7.5 KALC – report on training undertaken

Two members attended Introduction to Neighbourhood Planning which confirmed the Council's decision to leave any work on this until after the Autumn White Paper on Planning is published. It was suggested a better option might be a Parish Plan. One member attended Data Protection for Councillors which confirmed that we were taking the necessary steps apart from considering some upgrades to computer software.

One member attended Cyber Security which gave an outline of procedures required. There were some aspects the Council needed to revisit.

7.6 Parish Council Public Consultation (Farmers' Market)

7.6.1 Feed back from meeting 13 July - one resident raised the question of their disappointment at the closure of Princess Christian's Farm and another expressed views on a major development in the village, but generally it was a quiet morning.

7.6.2 Members to attend 10 August – Cllr Fullbrook and 14 September – Cllr Dobson.

7.7 Kent Police Monthly Report

This had been distributed to all members.

8. Correspondence – see newsletters

8.1 Correspondence requiring action not covered elsewhere

8.1.1 Letter from new leader of Tonbridge & Malling Borough Council asking for views on the Parish Partnership Panel

DECISION and ACTION: Members would respond to the clerk with their ideas. The current terms of reference to be sent to members.

8.1.2 Request to use Rec for Fun Fair 4 days 23 Sept to 26th

DECISION and ACTION: It was agreed that this would not be suitable for the Recreation Ground as it would be doubtful whether the access would be suitable without the removal of trees and by that time of the year the ground would not be suitable for heavy vehicles. Furthermore there is no nearby suitable parking for participants.

8.2 Correspondence awaiting reply

There was none.

9. Councillors' items notified in advance of meeting.

There was none.

10. Feedback on youth provision in the village.

Proposals had been circulated prior to the meeting. It was agreed it was a massive task to undertake the feasibility of finding out what activities should be included, health and safety aspects as well as liaising with all suitable groups. It was thought this would not be possible for one member to achieve.

DECISION and ACTION: Cllr Dobson would discuss this with Cllr Allingham who was not able to be present during this discussion.

11. Communication Policy

Proposals had been circulated prior to the meeting.

DECISION and ACTION: It was agreed that broad themes would be agreed to be developed via social media during the month following the Parish Council Meeting. Members would send in photographs, prior to the meeting, with a short strap line for insertion in Centre Piece.

A member felt that the Agenda for meetings needed to be tightened up and this would be looked into.

12. Boundary Commission consultation on Borough and National Boundary changes

Cllr Thomas was thanked for the excellent report (circulated prior to the meeting) she had submitted on behalf of the Parish Council on the Borough Council boundary review. Two political parties have put forward proposals for Hildenborough. The Boundary Commission will be putting proposals out in October.

13. Future Meeting Dates and Meetings for 2022

DECISION and ACTION: Following discuss on committee structure it was decided to take meeting dates over until September.

14. Delegation until next meeting to General Emergency Committee

It was resolved that decisions on payments for August, authorising the purchase and associated costs for the storage in the Recreation Ground and any other emergency item is delegated until the next Parish Council Meeting in September to the General Emergency Committee.

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

PART II ONFIDENTIAL ITEMS

12. Confirmation of appointment of RFO

The appointment was confirmed with a starting date of 1 September 2021.

.....chair
2021

8 September

PUBLIC SESSION

Cllr Rayner reported that there was a prospective 200 HGV parking site near to St Mary Platt/Wrotham under discussion and that the closure of the A25 as a result of a collapsed road which Southern Water had been working on for 8 weeks is causing traffic problems in the area.

He further gave information from KCC on the closure of Princess Christians Farm which had been part of the village since 1910 and provided support for many young people. Many residents were very disappointed at this closure and were seeking a resolution to the services to replace it. (see also item 6.2.5 above)

A further discussion took place on the obstruction of the footway opposite the Harvester Garage in London Road along the B245. The Council had already been in contact with the police and KCC regarding this.