

HILDENBOROUGH PARISH COUNCIL

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Minutes of a meeting of Hildenborough Parish Council held in the Finzi Room of the Village Hall, Riding Lane on 8 September 2021

PRESENT:	Cllr M Coles (chair)	Cllr Dobson	Cllr D Haugh
	Cllr C Lewis	Cllr A McNeil	Cllr G Paterson
	Cllr I Sklavenitis	Cllr E Simons	
Also present:	Mrs P Gow (clerk)	Mrs M Moore (RFO)	
	Cllr H Rayner (KCC)	Borough Councillor	

The chair welcomed and introduced Mrs Moore as the Council's Responsible Financial Officer to members.

09/1. To receive and approve, if appropriate, apologies for absence and reasons given.

Cllrs Fullbrook (holiday), Allingham and Thomas (both ill), a Borough Councillor sent his apologies

09/2. To receive declaration of Personal or Prejudicial Interests

There were none.

09/3. To received declaration of gifts and hospitality

There were none.

09/4. Minutes of the Meeting held on Wednesday 21 July 2021

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

09/5. Clerk's Report

The clerk's report was noted. Councillors commented that this was helpful and they were happy to just note the contents. Further it was helpful to have this and any other reports to be considered on the agenda attached as one continuous document.

There were two late items:

1. Highway's England had invited the Parish Council to a consultation on development of the A21.
2. The SpeedWatch team were now linking with the team at Dry Hill where speeding seemed to be worse than in Hildenborough.

ACTION: Cllrs Dobson and Sklavenitis would like to accept the invitation to the consultation on the A21.

09/6. Items to be considered under item 09/12 Confidential matters below

There were none.

09/7 FINANCE

7.1 Account Balances -To receive, approve and sign a report detailing bank reconciliation, prepared by the RFO at 31 July 2021 and 31 August 2021

The following account balances at 31 July and 31 August were agreed by Cllr Sklavenitis and McNeil:

Account Balances at 31 July 2021	
Account	Amount (£)
Unity Trust Bank	80,100.55
Business 95 Day Account	65,546.39
Total	145,646.94

Account Balances at 31 August 2021	
Account	Amount (£)
Unity Trust Bank	73,928.42
Business 95 Day Account	65,546.39
Total	139,474.81

7.2 Accounts for Payment - To review and approve items of expenditure and income during July, August and September.

The following payments and income for July were noted:

Payments made 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
direct debit	Corporate Card	charge + advert fees	23.12
bank transfer	Employee related	tax/NI/expenses/salary	1705.89
	TOTAL		3447.21

Income received July 2021		
Hildenborough Tennis Club	rent	775.00
Donation	for tree on village green	500.00
HMRC	vat refund	930.18
Nationwide	interest on reserves	252.24
Total		2457.42

The following payments were approved for August and September:

Payments approved for August 2021

direct debit	Corporate Card	microsoft subscription 365	62.99
direct debit	Plusnet	telephone/broadband	34.2
direct debit	EDF	power supply	136.72
bank transfer	RWE	tree surgery	300
bank transfer	SLCC	Training	18
bank transfer	PKF Littlejohn LLP	external audit	360
bank transfer	A Baker	maintenance contract	640
bank transfer	Commercial Services	mowing contract	2702.44
bank transfer	Business Stream	water services	17.28
bank transfer	employee related	NI/tax/expenses/salary	1705.91
bank transfer	Tate Fencing	fencing materials	143.06
			6120.6

Payments approved for September 2021

bank transfer	Portable Space Ltd	storage container	3366
bank transfer	PJ Richardson	storage construction	4190
direct debit	Plusnet	telephone/broadband	34.2
bank transfer	KCPFA	subscription	20
bank transfer	A Baker	maintenance contract	520
bank transfer	RBS (Gaza)	decorating equipment	182.97
bank transfer	SLCC	training	72
bank transfer	S Moore	computer	579.6
bank transfer	employee related	NI/tax/expenses/salary	2261.84
	Total		11226.61

It was noted that the total cost of the purchase and erection of the storage container as well as the removal of the old garage was £7,556. It was agreed that shelving should be purchased to complete the project.

09/8 OPEN SPACES

8.1 Items for consideration and resolution

The following items were considered and it was resolved that each item should be taken forward or adopted.

8.1.1 Tonbridge Junior Football Club should be offered 3-year contract with possible break at end of year 1 in line with the conditions listed in the Open Spaces Committee minutes of 1 September.

8.1.2 Parking along B245 – Les Henry should be commissioned to provide a design for the use of bollards to prevent parking opposite the Harvest Garage and this should be presented to KCC with an offer to part fund. An approach should be made to our County Councillor for a grant to support this.

8.1.3 PI should be requested to complete the Annual Safety Inspection in July 2022

8.1.4 The Tree Strategy should be adopted

8.1.5 Tonbridge Athletic Club to use the Recreation Ground and Pavilion on a Tuesday and Thursday evenings from 25 September to 1 April at a cost of £100 as a contribution towards the maintenance and servicing of the Pavilion.

09/9 PLANNING

9.1 The following planning applications were noted. Details of comments made are available from the clerk.

Application No	Address	Proposal	Council Comment
1476/FL	1 Hill View Road	Replacement conservatory	No comment
1633/LDE	Flat B Thomas Wood Bank La	Creation of studio flat	Comment
1673/FL	Barn at Horns Lodge Shipbourne Rd	Removal from existing site and relocation	Comment
1707/FL	23 Church Road	Single storey extension	Comment
1755/FL	The Cinnamon Square Rings Hill	Change of use to residential accommodation	Comment
1571/FL	Riding Farm Equestrian Centre Riding Lane	Sand school roof	No comment
1809/FL	136 Tonbridge Rd	Extension	Comments
1857/FL	146 Tonbridge Road	Conversion to flat and 2-bed dwelling	Comment
1879/LDP	Whispers Vines Lane	Mobile home	Comment
1894/FL	2 New Cotts Mill La	2-storey extension	Comment
1926/FL	32 Leigh Rd	Single storey extension	Comment
1798/RD	The Oak Stables Nizels La	Material details	Comment
1996/FL	26 Hilden Park Rd	Replacement conservatory roof	No comment
1999/FL	62 Hilden Park Rd	Extension	Comment
1820/FL	56 Riding Lane	Retrospective permission for summer house	Comment
1981/LDP	22 Hilden Park Rd	Loft conversion	Comment
1809/FL	136 Tonbridge Rd	Storage in garden	Additional comments

09/10 Items for consideration and resolution

10.1 Proposals for the construction of a cycle track between the service road and B245 in West Wood.

ACTION: It was resolved that costing should be sought for the cycle track and compared along with the dog exercise area previously agreed for this site. Further, location and estimate of cost for a skate park for the Recreation Ground should be included in the Infrastructure Plan. Cllr Simons to provide further information on this.

10.2 2022 Meeting Dates

ACTION: Members to confirm the dates before 16 September in order that rooms can be booked.

10.3 To apply for a members' discretionary grant for street lighting on Rings Hill

ACTION: It was resolved the clerk would request this from the Council's County Councillor

09/11 Items for information only

The following items were noted:

11.1 Correspondence – detailed on weekly newsletter

11.2 Notes from Member representatives

11.2.1 KALC representative – Meetings 22 July, 25 August 2021 and 2 Sept

11.2.2 Village Hall representative – circulated to all members, the Management Committee have a balance of £23,004 with £15,000 in reserve. They remain financially fully sustainable with a fully restored activity programme.

11.2.3 Highways representative – SpeedWatch activity was noted.

11.2.4 Representatives at Farmers’ Market during August and September

ACTION: Cllr Dobson to attend on 14 September and, 12 October to be advised.

The meeting concluded at 8.25pm

..... Chair

13 October 2021

PUBLIC SESSION:

A local representative of Hildenborough CEP School explained the tree project set up in the school and was requesting suitable sites for planting up to seven trees. Pupils are collecting seeds annually and planting them when at the end of their primary school term they should be ready to plant locally.

ACTION: The Open Spaces Committee to consider whether there are suitable sites on the Recreation Ground or as part of the replanting scheme in West Wood.

Cllr Rayner was thanked for his help in ensuring provision was made for the students of Princess Christian’s Farm. He, in his turn, thanked the Parish Council for raising awareness with those agreed at the previous Parish Council meeting as this had proved to be a very positive action in getting a solution for the students. The final details still needed to be agreed within the non-competitive tender KCC were negotiating.

Regarding the problem of parking along the B245 opposite Harvest Garage it was suggested the Parish Council should produce a design, offer to make a contribution towards the cost, seek a grant towards this and present to KCC.

Cllr Rayner would look into and let the Parish Council know who is currently responsible for managing the Council’s Highways Improvement Plan.