

# WEST FARLEIGH PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 18<sup>th</sup> JULY 2016 AT THE GOOD INTENT, WEST FARLEIGH

**PRESENT:** Cllrs B Scott (Chairman), Cllrs M Merritt, G Martin, L Johnson, J Morgan, H Swan, Mrs A Broadhurst (Clerk) and Borough Cllr B Mortimer.

**IN ATTENDANCE:** Three parishioners were present.

Cllr Scott requested, if anyone intended to record the meeting, that they inform the Parish Council.

Cllr Scott reported that Chris Stockwell had had to resign due to health reasons, thanking him for all of his help during his time as Councillor and wished him well. Cllr Scott then asked for it to be noted that Tim & Christine Hill have now moved from the village and wished them luck in their new home.

### 1. APOLOGIES

Borough Cllrs R Webb & E Fermor, Community Warden Adam McKinley and PCSO M Day

### 2. COUNCILLOR DECLARATIONS

There were no declarations.

### 3. MINUTES of the Meeting held on 16<sup>th</sup> May 2016

The Minutes of the meeting had been previously distributed and Cllr Merritt proposed that the minutes were a true record (after a minor amendment to Cllr Mortimer's name). This was seconded by Cllr Martin, with all in favour. The Chairman signed off the official copy.

### 4. POLICE MATTERS

The Clerk informed all present that there had been four crimes reported since the last meeting, 2 thefts by finding, 1 burglary other than a dwelling and 1 attempted burglary other than a dwelling.

### 5. HIGHWAYS AND FOOTPATH MATTERS

#### 5.1 Highways Issues in West Farleigh

Cllr Merritt spoke about the water mains repairs that are being completed, Heath Road is due to be closed for repairs and now there is a leak near the Good Internet pub; which will result in a further closure in the future. When the closure mentioned some time ago for mains repairs in Charlton Lane had been chased, Cllr Merritt had been informed that this had been postponed for 2-3 years as there were no issues at the time.

#### 5.2 Teston Lane

Cllr Scott reported on the damage which had recently occurred to Teston Bridge; this follows the Parish Council trying to get assistance for nearly a year to tackle the issue of lorries coming across the bridge. The Clerk has contacted the Cabinet Member for Highways, Matthew Balfour, who has sent a holding email while he looks into the matter further and also the Director of Highways, Roger Wilkin, who has not responded to date. There has been discussion with the Clerks from both Teston and East Farleigh Parish Council and Cllr Wilson (Chairman of East Farleigh) is now arranging a meeting between the Chairman of the villages in the vicinity of both Teston and East Farleigh bridges to discuss the issue further. Cllr Scott added that it is hoped that the meeting will take place in the first week of August. There was discussion on the possible options for dealing with the lorries, these included surveillance cameras and also a width restriction. Cllr Martin did not feel that the surveillance camera option would be helpful as no one seems to be prepared to actually take enforcement action. Borough Cllr Mortimer stated that enforcement was down to Kent Police and Cllr Scott responded that they do not seem to have the manpower to complete this type of work. It was suggested that this be brought up at the Police Forum meeting to be held later in the week.

### 6. RESOURCES AND ENVIRONMENTAL MATTERS

#### 6.1 Play Area

- Roundabout in the Play Area: Cllr Scott reported that, shortly after the last Parish Council meeting, the quotation had been received from HAGS-SMP for replacing the roundabout. Unfortunately, the cost of the ground works required put the overall price up to £6,380, which is more than the Parish Council had anticipated. It was noted that Councillors have been looking at alternative pieces of equipment and have asked for a quote from Playdale for a Rotabounce to be sited in place of the roundabout. A meeting has been arranged for the 25<sup>th</sup> July, with the Area Manager, to discuss the Parish Council's requirements further. Cllr Johnson commented that maybe another option would be to purchase some toddler equipment and it was agreed that this was another option that could be discussed with her.

- **Maintenance in Play Area:** Cllr Merritt reported that he has been to check the play equipment and had found the following items need urgent attention:
  - Toddler and junior swings - Both require urgent greasing of the shackles as they are bone dry and will wear very quickly.
  - Net climber - There is a crack in the wet pour surface about 300mm in length and now has water underneath which will enlarge if trodden on.
  - The picnic tables are in a poor state of repair with very rotten timber on both the seat area and the table tops.
  - The Roland Phillpot memorial seat is very rotten on the seat section.

Cllr Merritt felt that most of the work could be completed by the Parish Councillors and offered to price up how much the materials would cost. It was noted that the memorial seat has been taken out of action to prevent injury. Cllr Scott proposed that £300 be set aside for materials to enable work to be completed as soon as possible. This was seconded by Cllr Martin, with all in favour.

The Clerk was asked to contact ARD Playgrounds again to provide a quote for the crack in the wet pour surface (as they had completed the last repair to a good standard). **ACTION:** Clerk

## 6.2 Maintenance of Verges around the Village

Cllr Scott reported that, since the last meeting in May, there has been a large volume of complaints about the state of the verges around the village. It was noted that Kent Highways are only cutting back 90cm along the verges and some areas are only now being cut once a year in July/August. Issues with this have been evident around Lower Road/Charlton Lane area lately. The lack of cut had been chased however, when the cut was finally completed, it was to a very poor standard. The Clerk subsequently emailed both the Cabinet Member for Highways (Matthew Balfour) and the Director of Highways (Roger Wilkin) and the Cabinet Member had stated that he would look into this issue further. The Clerk then added that she had received a further telephone call from someone in Kent Highways who is disgusted with the standard of cut completed at Hoppers Corner. He has contacted the contractor to get them back out and has offered to meet with Councillors to discuss the work that is completed around the village. Cllr Scott asked the Clerk to arrange this meeting as soon as possible. **ACTION:** Clerk

Councillors also discussed whether there was a need for additional work to be added to the grounds maintenance contract, currently arranged by the Parish Council. The Clerk reported that she had brought a map with her so that Councillors can look into this. She added that any additional work could be added to the new contract but that this should be put out to tender earlier this time, as it could have an impact on the precept requirement for the 2017-18 financial year. All Councillors were in agreement with this course of action.

## 6.3 Parish Council Coffee Morning

Cllr Scott thanked Cllrs Morgan and Swan for organising the latest coffee morning. He commented that, whilst they are a friendly social event, there doesn't appear to be much feedback for the Parish Council on any issues that residents have. Cllr Scott added that maybe they should be held every three months. Cllr Swan suggested that they be advertised in Life-line explaining what the morning is for and all Councillors felt that this would be a good idea. It was also agreed that these mornings should include Cllr Martin's Lambing Day, which had been a huge success. Councillors discussed the possibility of having a Parish Council banner made up with a 'suggestions table' for residents to make any comments. After further discussion, the date of the next coffee morning was agreed for Saturday 9<sup>th</sup> October.

## 7 MATTERS OF REPORT

### 7.1 County Councillor's Report

No report provided.

### 7.2 Borough Councillor's Report

Borough Cllr Mortimer thanked the Parish Council for their support during his illness. He commented that the new Committee system, brought in to replace the Cabinet scheme, was working well; 340 decisions have been made with the new system as opposed to the 90 made under the Cabinet system. It was noted that the Local Plan is awaiting Inspection.

### 7.3 Individual Councillor's Reports

Cllr Merritt reported that there had been 34 cars parked along Charlton Lane recently, whilst the Saturday morning football matches took place; the new car park had also been full. He added that this was to be expected as approximately 20 different teams take part but the parking issue is only once every 5-6 weeks now (during the football season) and Nu-Venture are happy with the parking arrangements now in place.

Cllr Johnson reported that a resident wishes to place a mirror opposite his driveway on the green adopted by the Parish Council. All Councillors were in agreement that this would not be a problem but Borough Cllr Mortimer stated that the mirror would need to meet KCC regulations and the resident must check the rules before installing it.

Cllr Martin reported on The Tickled Trout's recent charity fundraising day. It was noted that lots of villagers attended and the pub has put a lot of effort into being part of the village. They will be holding a fun day on the 27<sup>th</sup> August. Cllr Mortimer commented that the pub needed to arrange disabled access, as this had been noted as an issue. He wrote to them 6 weeks ago, but has not received a response; this will be chased.

Cllr Merritt reported that the new trees that have been planted are doing well. The new owner of Court Lodge Farm has confirmed that the trees, which have been planted in there, will be protected all the time that he lives there.

Cllr Scott reported that the Trustees for the West Farleigh Community Centre Fund are Cllrs Scott, Merritt, Martin and Morgan.

#### 7.4 Clerk's Reports

- **Pension Arrangements:** The Clerk gave a brief update on the pension staging date for the Parish Council, adding that she has had several email conversations with the Pensions Regulator as West Farleigh will not auto-enrol.
- **Volunteers on Insurance Policy:** The Clerk reported that, following the last meeting, she had contacted the Insurance Company to see if volunteers were covered on the policy. They had stated that they were not but added five free of charge.

### 8 FINANCE

#### 8.1 Budget Monitoring

The Budget Monitoring Report to 30<sup>th</sup> June 2016 was **Noted**.

#### 8.2 Income received since the last meeting

Co-operative Interest – Direct Plus Account (May)	£ 2.24
Co-operative Interest – Direct Plus Account (June)	£ 2.26
MBC – Parish Service Scheme Grant (First half payment)	£749.50

#### 8.3 Cheques for signature

It was proposed by Cllr Scott, seconded by Cllr Johnson "that the Council approve the following payments".

101128 – Mrs A Broadhurst – Nett Salary for July (Inc. back pay)	£678.62
101129 – Mrs A Broadhurst – Expenses (Share of SLCC membership & Mileage)	£ 83.84
101130 – Kent Men of the Trees – Annual Subscription	£ 25.00
101131 – David Buckett – Internal Audit	£228.60
101132 – B Johnson – Toggles for Marquee	£ 49.20
101133 – Mrs A Broadhurst – Nett Salary for August (Post-dated)	£662.79

#### 8.4 Internal Audit Report

The Clerk reported that the Internal Audit Report has been circulated with no items of concern. The Declarations of Interest forms are still outstanding with MBC but, having chased these again, the Clerk hopes to receive these for the website in the near future.

#### 8.5 Renewal of Annual Subscription to The Kent Men of the Trees

It was proposed by Cllr Martin to renew the annual membership to The Kent Men of the Trees at a cost of £25.00. This was seconded by Cllr Merritt, with all in favour. It was noted that, if the Judge does not make an appointment to view the trees this year, the Parish Council will probably not renew the membership next year. The Clerk suggested that she make them aware of this when sending the subscription payment for this year. **ACTION: Clerk**

### 9. PLANNING MATTERS

#### 9.1 Any planning applications received before the meeting

- **16/50497/FULL – Court Lodge Park, Lower Road**

Conversion of the existing cow house building into ancillary residential accommodation

*West Farleigh Parish Council recommendation: To see the application approved*

- **16/505799/FULL – 2 Charlton Lane**

Single storey side and rear extension, rear canopy roof extended, front and rear dormer windows

*West Farleigh Parish Council recommendation: To see the application approved*

#### 12. DATE OF NEXT MEETING

The next full Council meeting will be held on **Monday 19<sup>th</sup> September 2016 at 7.30pm** at The Good Intent.

*With no further matters to discuss, the meeting was closed at 9.12pm*

**PUBLIC DISCUSSION:**

A resident congratulated the new editors of Life-line.

A resident reported on the village litter picks which are being completed on the 1<sup>st</sup> Sunday of the month. The area from Teston Lane to the layby adjacent to Charlton Lane (along Lower Road) has all been cleared, along with the area around The Thatched House on Heath Road. July's litter pick had to be cancelled as the verge had not been cut and it was impossible to see the litter but the next one is scheduled to take place in August, with the area around Ewell Lane being covered. Cllr Martin added that he regularly litter picks along Hunt Street. Councillors thanked Brian, Terry and all of the volunteers for their hard work.