

WROTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING, HELD ON WEDNESDAY 01st March 17 IN THE WROTHAM PAVILION, HIGH STREET, WROTHAM

Present: P Gillin (Chairman), H Rayner, C Mills & Cllr Mrs Jackson

In Attendance: Lesley Cox (Clerk)

1. **Apologies for absence:**

Cllr's Beach, Denton, Coffin, Betts & Michael Head (Community Warden)

2. **Attendance Register**

The register was signed and the following declarations of interests noted.

All Meetings

Cllr's Gillin, Rayner, Betts, Beach, Denton & Mrs Jackson members of Keep Borough's Green

Cllr Beach member of the St George's Bell Ringers

Cllr Gillin member of Friends of Wrotham & Wrotham Xmas Lights

Cllr Mills chairman of Friends of Wrotham

Cllr's Rayner, Gillin & Mrs Jackson (committee member) members of Friends of St George's

Cllr Rayner member of St George's Church of England Wrotham

Cllr Rayner retired member of the Baltic Exchange Ltd

Cllr Rayner life member of the National Trust

Cllr's Rayner & Beach members of Kent Association of Change Ringers

Cllr Rayner assistant Village Magazine Deliverer

Cllr Rayner life member of the Royal National Lifeboat Institute

Cllr Mrs Jackson member of Wrotham Fireworks

Cllr's Rayner, Gillin, Beach, Denton & Mrs Jackson members of the Campaign for the Protection of Rural England – WPC corporate member

Cllr Rayner & Cllr Gillin committee members of Tonbridge & Malling branch of the Campaign for the Protection of Rural England.

Cllr Coffin firework provider for Wrotham

Cllr Rayner member of KALC Executive and Finance and General Purposes Committee

Cllr Rayner chairman of KALC Tonbridge and Malling Area Committee

Cllr Mills Village Magazine Editor

Cllr Betts trustee of Tonbridge & Malling Leisure Trust

Cllr Mills committee member of Wrotham Music Festival

Cllr Mills director of charity, Good Food Matters.

Cllr Rayner Conservative Party Member

Cllr Rayner Member of Tonbridge & Malling Conservative Party Executive & Management Committees

3. **Minutes**

The minutes of the meeting held on 01st February 17, were proposed by Cllr Rayner, seconded by Cllr Mills and agreed and signed as a correct record by the Chairman.

4. **Report from Community Police Officer/ Warden**

No report

5. **Public Question Time**

No Questions

6. **Parish Alliance: Responses to the KCC Freight Transport Plan 2017**

Cllr Gillin to complete on behalf of WPC incorporating suggestions from the parish alliance with minor amendments

7. T&MBC Public Space Protection Order – WPC Response

Cllr Gillin to respond on behalf of WPC incorporating original dog order wording covering the areas relevant to Wrotham Parish.

8. T&MBC Y2 Crew Donation

The proposal from Cllr Gillin, seconded by Cllr Mills to donate £500.00 was carried on the Chairman's casting vote.

Recorded vote as follows

Cllr Gillin (Chairman); In Favour

Cllr Mills; In Favour

Cllr Rayner; Against

Cllr Mrs Jackson; Against.

9. Football Boot Cleaning – New Directive

The football team has been notified that the problem with mud on the decking will be monitored.

The proposal from Cllr Rayner, that CCTV coverage should be examined prior to taking any action was agreed unanimously.

10. Reports if any from County Cllr and or Borough Cllr

No Reports.

Cllr Rayner requested that the Clerk write on behalf of WPC to Cllr Mrs Dagger, who is retiring at the end of the month thanking her for 16 years of service to the parish and extending our best wishes for the future.

11. Reports from various Committees

Grounds

The majority of the works to strengthen the Multi-Court are complete. Unfortunately, due to bereavement within the organisation instructed to install the new switching mechanism to the Multi-Court flood lighting, these works are still outstanding.

Buildings

No Report

Highways

Instructions were given to the Clerk to arrange a meeting with Adam Starbuck, our area Kent Highways Service Steward.

Crime & Disorder

No Report

Finance

The two accounts with CCLA have now been opened.

Cllr's Gillin & Rayner signed the letter to close the NatWest Community Fund Acct & the Community Skate Park Fund Acct.

Planning

Minutes of the planning meeting held on 08th February 17 were proposed by Cllr Rayner, seconded by Cllr Mills, agreed and adopted as part of the proceedings of this Council.

Skate Park

Maintenance work is still ongoing. Work has been carried out today to replace rotting side panels.

Youth

No Report

KALC

No Report

PPP

No Report

CPRE

No Report

12. Correspondence Received

Correspondent	Details	Action
West Kent Mediation	Free mediation service to help resolve conflict of relationships between individuals, organisations and groups in West Kent Request for donation Previously emailed	No Donation
Kent Surrey Sussex Air Ambulance	Providing advanced pre-hospital life-saving care to ill and injured people in the South East of England Request for a donation of £250 towards provision in our Parish Previously emailed	No Donation
KCC Highway Services Steward Adam Starbuck	Invitation to organise a meeting if required to discuss highway problems within the parish Previously emailed	Clerk to arrange meeting
KALC	Battle's Over – A Nations Tribute & WW1 Beacons of Light - 11 th November 2018 Previously emailed Government Housing White Paper – Fixing our broken housing market https://www.gov.uk/government/news/government-announces-ambitious-plan-to-build-the-homes-britain-needs KALC to copy response to member Councils Previously emailed Kent Estates Partnership Board http://www.kentestatespartnership.com/about/ Previously emailed	Defer pending meeting attendance of Cllr Coffin Online consultation deadline 2 nd May 17 Defer pending response from KALC For Information
Planning Resource	Planning Issues 2045 & 2046	For Information
Clerks & Councils Direct	March 2017 Issue 110	For Information

13. Financial Matters

i. Cheques for approval and signature

It was proposed by Cllr Gillin, seconded by Cllr Rayner and resolved that the following accounts be passed for payment:

Payable To	Invoice Details	Amount	Cheque No
Tim Powell	Village Bins	8.00	BAC
	CPA Inspections	24.00	03/02/17
	Pavilion Fit Aluminium Splash Backs	82.50	
	x6	41.25	
	Hall Fit Aluminium Splash Backs x3	8.25	
	Hardens Store Fit Village Post Box		
	Downlands Hedgerow and disposal	132.00	

	of cuttings Fuel receipt attached *	6.75	
	Total	£302.75	
Peter Barden	Downlands Hedgerow and disposal of cuttings	£168.00	BAC 03/02/17
Tim Powell	Village Bins CPA Inspections Finish Pavilion Decking Chequer Plate / Cutting & Workshop Time, Clean Decking Highways Load Village Gritter Downlands Hedgerow and disposal of cuttings Burial Leaf Clearance / Cricket Ground Fallen Tree Removal / Generator running repairs Oil receipt attached *	8.00 24.00 115.50 16.50 49.50 132.00 15.00 £360.50	BAC 10/02/17
Peter Barden	Finish Pavilion Decking Chequer Plate Highways Load Village Gritter Downlands Hedgerow and disposal of cuttings Generator Running Repairs / Burial Leaf Clearance / Cricket Ground Fallen Tree Removal Total	48.00 12.00 36.00 96.00 £192.00	BAC 10/02/17
Tim Powell	CPA Inspections Multi-Court Repairs Burial Ground Leaf Clearance Downlands Hedgerow and disposal of cuttings Open Spaces General Clearance Fuel receipt attached *	16.00 66.00 66.00 49.50 82.50 6.50 £286.50	BAC 17/02/17
Peter Barden	Multi-Court Repairs Burial Ground Leaf Clearance Open Spaces General Clearance Downlands Hedgerow and disposal of cuttings Total	48.00 48.00 60.00 36.00 £192.00	BAC 17/02/17
Flagstone Paving Ltd *	Allotment Car Park and Entrance Area Materials L Cox to refund £200.00 entry below refers	£365.16	BAC 20/02/17
Tim Powell	CPA Inspections Village Bins Clean Pavilion Decking Skate Park repair Fuel receipt attached *	24.00 8.00 8.00 132.00 7.00 £179.00	BAC 24/02/17
Peter Barden	Skate Park repair	£96.00	BAC 24/02/17
Lesley Cox	Salary January 17 deductions include pension contribution Telephone Anti-Virus Software Annual Fee *I Postage CCLA account opening docs	1,246.39 20.00 49.95 1.71	BAC

	Pavilion Chequer Plate * Skate Park *** 8pk Various abrasive grinding wheels * Quarterly Office Allowance Flagstone Invoice Repayment * Total	84.46 35.92 150.00 (200.00) £1,388.43	
HM Revenue & Customs	PAYE / NI February 17	£334.65	BAC
KCC Pension Fund	Pension Contribution February 17	£368.98	BAC
Borough Green PC **	Skate Park Weekdays – Saturday Inspections February 17	£94.08	BAC
KCC	West Street Car Park Rental 25/03/17 – 23/06/17	£1,125.00	BAC
NKCS *	Hall / Pavilion Cleaning December 16 January 17 Total St George’s Hall to contribute	1,100.70 758.70 £1,859.40	BAC
Sevenoaks Water Softeners	Pavilion Salt x 10	£100.00	BAC
J Blewer & Son Ltd *	Multi-court concrete spur / steel nuts	£14.78	BAC
Kent Aluminium (DIY) Ltd *	Pavilion Boot Grid Materials	£79.61	BAC
Viking *	Envelopes / Laminator / Stamps	£147.45	BAC
Borough Green Garden Machinery *	Generator Repair New Chain Saw Bar, Chain & Chain file	£398.08	BAC

* denotes items including VAT

** denotes 22.3% to be reimbursed

*** denotes 73.3% to be reimbursed

Payments made by Direct Debit / Standing Order Since Previous Meeting 01st February 17

British Gas Bus	Pavilion Electricity	£124.63	12/01/17
Eon	Street Lighting Supply	£308.38	16/01/17
BT	Parish Email Charge	£5.00	23/01/17
NatWest	Safe Custody Box Annual Charge	£25.00	
Eon	Multi-Court Electricity	£13.62	30/01/17

ii. Bank Reconciliation for sign off

The following account balances were checked, agreed and signed by Cllr Rayner

BANK ACCOUNT BALANCES as at 03rd February 17

ACCOUNT	BALANCE
Current	£186.00
Business Reserve	£2,937.81
Premium 10 Day	£34,640.29
Business Savings	£5,604.04
Community Fund	£41,660.40
Community Skate Park	£0.00
TOTAL	£85,028.54

14. Date of next Parish Council Meeting

The date for the next meeting was proposed for the 05th April 17, at 7.00pm, followed immediately by the Annual Parish Meeting at 8.00pm. The date for the interim planning meeting to be advised.

15. **Planning Committee to Consider**

1. Applications received

Application Number	Address	Details	Parish Council Recommendation
TM/17/00371/RD	The Old School House High Street	Details pursuant to condition3 (archaeology) of TM/16/02811/FL (single storey extension for utility room)	No Objections
TM/17/00401/FL	Forthview Kemsing Road	Single storey side and rear extension	Wrotham Parish Council has no objection to the proposal but as an informative would like to draw to the attention of the applicant the presence of public drainage chambers within the site.

i. Notifications of Decisions

Application Number	Address	Details	Decision
TM/16/03372/FL	Land Junction of A20 and A227 Gravesend Road	Relocation and swap out of the existing 12.5 metre high Phase 5 monopole to be replaced for a 17.5 metre high Phase 5 monopole located approx.. 4 metres to the east, the installation of 1 no. additional equipment cabinet (measuring 600x480x900mm), replacement of the existing antennas and associated development	Application Withdrawn on 15 th February 17
TM/15/03745/FL	Gables Park Gravesend Road	Change of use of land to enlarge residential curtilages of development approved under TM/13/03567/FL and associated landscaping, engineering works and management of land adjoining to the South (Retrospective)	Approved on 01 st March 17

2. Correspondence Received

The meeting closed at 8.00pm

..... Chairman

..... Date