



Minutes of the **FULL COUNCIL** meeting held at the Parish Council Office, Lower Green Road, Pembury on **Monday 1 July 2019** at **7.15pm**

Councillors Present:

Cllr K Brooks (C)
Cllr A Gaukroger
Cllr S Harris
Cllr S Sharp
Cllr N Stratton

Cllr A Partridge (VC)
Cllr G Hall
Cllr M Hocking
Cllr C Snow

Apologies:

Cllr P Gillan
Cllr H Eastoe-Kirby

Cllr L Mills

Also in attendance:

H Munro (Clerk) Y Allen (Deputy Clerk)
Borough/County Councillor P Barrington King (left at 20:26)
Borough Councillors Hayward and Reilly (left at 20:26)
One resident

C19/49. **APOLOGIES FOR ABSENCE.** Apologies were received and accepted from Cllrs Eastoe-Kirby, Gillan and Mills.

C19/50. **DECLARATIONS OF INTEREST.** Cllr Gaukroger declared a disclosable pecuniary interest in item C19/57 as he lives very close to the site. Cllr Gaukroger had been given a dispensation by the Clerk with regards to the item, planning application 19/00884.

C19/51. **MINUTES.** It was **RESOLVED** that the minutes of 10 June 2019 be approved and signed as an accurate record.

C19/52. **COMMITTEE MINUTES.** It was **RESOLVED** that the draft minutes of the Planning & Highways Committee held on 24 June 2019 be approved.

C19/53. **CHAIRMAN'S ANNOUNCEMENTS.**

- a. The Chair welcomed Cllr Hall on to the Parish Council.
- b. The Chair had attended a KALC meeting. The main topic under discussion was the Local Plan.

C19/54. **OPEN SESSION.** The meeting was adjourned at 7.30pm.

A resident asked that Tony Nicholls is thanked for photographs which he had taken showing the gridlock at the Tesco roundabout.

The meeting was reconvened at 7.33pm.

C19/55. **CLERK'S REPORT.** Members noted the Project Update and the following comments were made:

- a. Musical Picnic. Members were thanked for volunteering at the Musical Picnic to be held on Saturday 6 July. Specific jobs were to be allocated.
- b. Sweet stall at the Musical Picnic. A request from the Scouts had been received to have a sweet stall to fundraise for a trip to attend a jamboree in Switzerland. Members agreed to this on this occasion.
- c. Hogweed on Parish Council Land. Hogweed had been found on land at the Lower Green Burial Ground and on the allotments. An urgent action was taken to appoint a contractor to weed spray the larger areas. Grounds staff are to manage the control of individual plants where possible.
- d. Easement over Parish Council Land. The Pembury tennis coach had been approached by a developer for his support to develop the land and create an easement at Lower Green Recreation Ground. No recent direct approach had been made to the Parish Council.
- e. New Parish Vehicle. It was suggested that as well as the logo to go on the side of the truck, the Parish Council website and Facebook details were also added.
- f. Meeting with Borough Councillor. An approach by Cllr Mackonochie had been made suggesting a meeting with the Parish Council. Depending on the estimated proposed length of this, it could take place before the Parish Council meeting in September or a separate meeting set up if necessary.
- g. Tennis – Summer Camp. A request had been received from the tennis coach to hold a weekend summer camp during the school holidays. The Clerk had refused this as it would have resulted in both courts being out of action all weekend. Members supported this decision.
- h. Bin in the High Street. A reply had been received from the Borough Council to the request to re-site a bin outside the newsagent. This was now in-hand.

C19/56. **REPORTS OF COUNTY AND BOROUGH COUNCILLORS.**

Cllr David Reilly.

- News about the proposed development at Capel had been announced.
- There was no further news about the Hendy Motor Village planning application. He told members that he had resigned from the TWBC Planning Committee in order to speak out against the development.

- He would be attending a presentation by 'Kingstanding' who were proposing to build a new industrial estate along the A21 corridor near North Farm.
- He reminded members of the new waste contract which would be starting in September.

Cllr David Hayward.

- The 'Kingstanding' proposal would provide approximately 4,500 jobs.
- He is also intending to speak out against the Hendy proposal at the TWBC Planning Committee meeting.

Cllr Paul Barrington King

- He had declined the offer of a second term as chairman of the Joint Transportation Board.
- He reported on discussions held about reducing the speed limit outside the school and would like Parish Council's views on '20's plenty.'
- He was pleased to report that the advertising signs were up at a local roundabout and others would follow.
- The grass had been cut along the A21 at Bo-Peep by Highways England.
- He would check with KCC whether flowers could be planted under the new Gateway signs.
- Pembury Road is to be re-surfaced along to Kingswood Road. The A228 is also due to be re-surfaced.
- He had received a complaint about pavement parking in Sandhurst Avenue.
- He had chased up the replacement lamp column by the crossing in Lower Green Road which had been knocked over in a road traffic accident several months ago.

Cllr Brooks thanked Cllrs Reilly and Barrington King for continuing to put Pembury first.

C19/57. **PROPOSED HENDY MOTOR VILLAGE.**

- a. Members **RATIFIED** the decision to appoint a consultant to object to the application and agreed to allocate £2,700 from general reserves.

- b. The traffic report was circulated. It was **RESOLVED** to replace the photographs prior to submitting it to TWBC.

It was also **RESOLVED** to appoint a planning consultant to highlight other issues such as the impact of incremental pollution and the need for an Environmental Impact Assessment. It was pointed out that, if this application went to appeal, no new information can be introduced at that stage.

- c. It was **RESOLVED** that Cllr Brooks would speak on behalf of the Parish Council at the Planning Committee meeting.
- d. It was **noted** that there had been a march outside the Town Hall arranged by a resident who also wanted to have a stand at the road entrance to Tesco informing people of the proposals. The Parish Council **RESOLVED** not to be part of this, but members could attend as individuals.
- e. The Parish Council **RESOLVED** not to directly fund banners but would make a donation of £100.
- f. Members considered liaising with other local Parish Councils and/or action groups but **RESOLVED** to delay this until the draft Local Plan was announced.

C19/58. **LOCAL PLAN.** New dates for a 6-week consultation period had been announced – 20 September – 1 November 2019. The Parish Council **RESOLVED** that it would hold an initial informal meeting on 23 September to discuss the way forward. The Open Spaces Working Group meeting would be re-arranged.

C19/59. **NORTH EAST QUADRANT GROUP.** The Chairman of Brenchley Parish Council wished to resurrect this group. It was **RESOLVED** that Cllrs Brooks and Gaukroger be appointed as Pembury Parish Council representatives.

C19/60. **PLANNING APPLICATION.** Members considered the following application and **RESOLVED** to send a **NEUTRAL** response to TWBC:

19/01409/full – Knowles Bank Lodge, Half Moon Lane
Erection of outbuilding in rear garden.

C19/61. **MOTION FROM COUNCILLOR SNOW.** Cllr Snow put forward a proposal to increase police presence in Pembury including the provision of a car for the PCSO. Suggestions were discussed and further consideration of funding a community warden would be investigated. Members agreed to invite the local police and community warden to discuss this idea.

C19/62. **OPEN SPACES WORKING GROUP.** The Chair of the Working Group gave a report on the meeting and it was **RESOLVED** that the minutes of the Open

Spaces Working Group held on Monday 18 June 2019 were **noted**. The minutes are included at Appendix 1. The following recommendations were considered:

- a. It was **RESOLVED** to purchase two dog fouling signs to be erected in Pembury Burial Ground. £250 would be vired from Vehicle Repairs and Servicing budget.
- b. It was **RESOLVED** to agree the removal of the concrete posts along the driveway at St. Peter's Church. £275 would be vired from the Truck Licence and MOT budget.
- c. It was **RESOLVED** to agree the tree and hedge surgery along the driveway at St. Peter's Church. £500 was already in the budget and additional costs of £225 would be vired from the Truck Licence and MOT budget.
- d. It was **RESOLVED** to replace the safety surface under the basket swing at Lower Green Recreation Ground. The Clerk was asked to enquire how long the safety surface would approximately last.
- e. It was **RESOLVED** to amalgamate the Open Spaces and the Allotment and Burials Working Groups.
- f. It was **RESOLVED** not to carry out work on problem verges and other areas owned either by KCC or privately but to write to the owner requesting that areas be maintained/tidied.

Pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press were excluded from the meeting for the next items of business on the grounds that it will involve the likely disclosure of exempt information at 9:09pm.

C19/63. **DISCHARGE OF COVENANT.** No response had been received from the landowner.

The meeting was re-opened to the press and public at 9:10pm.

C19/64. **FINANCE AND ADMINISTRATION.**

- a. The Accounts for payment of £16,014.14 were approved by **RESOLUTION**. These were included at Appendix 2.
- b. It was **RESOLVED** to agree delegated powers to the Clerk during the summer recess for the following:
 - Responses to planning applications
 - Allotment tenancy terminations
 - Accounts for payment in August

C19/65. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.**

- a. A banner on the wall at the Camden advertising an air-conditioning company was queried but as this was private property, nothing could be done about it.
- b. The dog fouling poster by the tennis courts in the Recreation Ground had been pushed over.

C19/66. **FUTURE MEETING.** 2 September 2019

There being no other business, the meeting closed at 21:15.

Chairman Date

Minutes of the **OPEN SPACES WORKING GROUP** (WG) meeting

Held on **TUESDAY 18 JUNE 2019** at 3:00pm at the Parish Office

Councillors present:

Cllr S Sharp (C)

Cllr H Eastoe-Kirby

Cllr C Snow

Cllr P Gillan (VC)

Cllr A Gaukroger

Cllr N Stratton

Also present

Helen Munro (Clerk)

1. **WELCOME.** The Chair welcomed everyone to the new Working Group.
2. **APOLOGIES FOR ABSENCE.** There were none.
3. **WAR MEMORIAL.** The letter regarding listing the war memorial was **noted**.
4. **LITTER PICK.** A future community event was considered. It was agreed that the Parish Council would continue to do one litter pick a year in partnership with the Rapid Relief Team. **ACTION:** The Clerk would contact the Baptist Church to check their intentions on undertaking a separate litter pick next year.
5. **OLD COACH ROAD.** The tree assessment and action plan were reviewed. Further updates would be reported at the next meeting and quotes presented for works to be undertaken by a tree surgeon. **ACTION:** it was agreed to add the refurbishment of the pond in the Old Coach Road to the list of brainstorming projects.
6. **SIGNAGE AT BURIAL GROUND.** Quotes for dog fouling signs were circulated. It was agreed to **recommend to Full Council** that Stocksigns be appointed to supply 2 signs and the budget be vired from the Truck licence and MOT budget.
ACTION: The wording and design of the signs were discussed, and changes would be agreed by email prior to the Full Council meeting.
7. **CONCRETE POSTS AT BURIAL GROUND.** It was agreed to **recommend to Full Council** that SKF Contractors be appointed to undertake the works and the budget be vired from the Truck licence and MOT budget.
8. **TREES AT BURIAL GROUNDS.** It was agreed to **recommend to Full Council** that Treeability be appointed to undertake the works and the additional budget required be vired from the Truck licence and MOT budget.
9. **SAFETY SURFACE.** Two quotes to replace the safety surface under the swinging basket seat had been received and one was still awaited. It was agreed that the lowest quote received would be **recommended to Full Council**.
10. **REMIT OF WORKING GROUP.** The remit of new working group was discussed. It was agreed to **recommend to Full Council** that the Allotment and Burials

Working Group and the Open Spaces Working Group be amalgamated at the earliest opportunity.

11. **NEW IDEAS / PROJECTS.** New project ideas raised at the recent Brainstorming meeting were considered further and agreed the first phase of projects to be investigated further.

ACTION: It was agreed that further research be undertaken for the following projects and presented at the next working group meeting:

- Quiet garden in centre of the village – Cllr Stratton would undertake initial research.
- Pond works in the Old Coach Road – Cllr Gaukroger would undertake initial research.
- Red telephone box on the Village Green – Cllr Sharp would undertake initial research and ascertain British Telecom’s future intentions.
- Woodside Playing Fields Pavilion – Cllrs Gillan and Snow would undertake initial research and the Clerk would arrange a site meeting. The Clerk would also check the lease.
- Extending the fenced area of the playground to create a dog free picnic area – the Clerk would obtain quotes as there was sufficient funds in the budget. The provision of benches would need to be considered in future years or sponsorship or donations sought.
- Distance markers in Lower Green Recreation Ground – The Clerk would measure the steps and distance of the perimeter path.
- More bulbs planted on the Village Green – the Clerk would undertake this under her delegated powers as there was sufficient budget.
- Improvement of messy amenity areas not owned by the Parish Council – Cllr Eastoe-Kirby would liaise with one landowner about improving the area outside their premises.

The following projects were also discussed:

- Toilets in Lower Green Recreation Ground – the WG considered that a public toilet would be really useful but had significant concerns about cleaning and maintenance of the facilities and how problems would be reported and the knock-on impact on office staff. Costs for hire of portaloos for the summer holidays was considered too expensive and would create the same problems as permanent toilets.
- Coffee van in Lower Green Recreation Ground – this would not be progressed unless a contractor approached the council.
- The woodland display boards and walks projects would be considered together as a future project. Potential volunteers were suggested for future liaison in the woodland and garden projects.

12. **OTHER.** A request was received for Full Council to consider if they want to address messy problem premises in the centre of the village and the approach they want to take.

13. **DATE OF NEXT MEETING.** Members **noted** the date of the next meeting on 23 September 2019 at 3pm. It was also agreed that the default start time for each Working Group meeting would be 3pm.

There being no further business the meeting ended at 4:27pm.

Pembury Parish Council			
Accounts for Payment - July 2019			
Our Ref:	Payee	Description	Total £
ACCOUNTS FOR PAYMENT BY BACS - July 2019			
07/046	AffinIT	Office 365 Subscription x 3 June 2019	£ 20.52
07/047	Trade UK (B&Q)	Groundsmen supplies/posts for signs	£ 92.40
07/048	CapelCottage Garden	Replacement geraniums	£ 17.94
07/049	Complete Weed Control	Weed spray LG Rec/Burial Ground /Hogwe	£ 642.00
07/050	Kidmans	Repair strimmer & groundsmen supplies	£ 170.23
07/051	New Dreams	Office cleaning June	£ 104.00
07/052	WC Hire	Portaloo hire - Picnic on the Green	£ 204.00
07/053	Kent Pension Fund	Pensions - June 19	£ 2,067.47
07/054	HMRC	Tax/NIC - June 19	£ 2,292.03
07/055	Henry Paul Funerals	Refund of overpayment	£ 150.00
			£ 5,760.59
DIRECT DEBITS - June 2019			
DD	PWLB	Loan repayment	£ 2,059.48
DD	The Business	Petrol/Diesel	£ 310.43
DD	EDF	Electricity - depot	£ 134.91
DD	BT	Office phone/internet	£ 42.20
DD	BT	Office phone/internet	£ 45.48
DD	Sage UK	Computerised Accounts	£ 72.00
DD	TWBC	Business Rates - Cemetery	£ 52.00
DD	TWBC	Business Rates - Depot & Office	£ 844.00
DD	EDF	Electricity - office	£ 499.87
DD	EON	Highway lighting	£ 66.62
DD	NatWest	Autopay charges	£ 4.00
DD	O2	Mobile phone charges May 2019	£ 64.12
			£ 2,067.51
CREDIT CARD - June 2019			
CC	Helloprint	Banners - Picnic on the Green	£ 74.99
CC	Facebook	Hendy post - boosts	£ 9.00
CC	Safeline	Defibrilator battery	£ 157.20
CC	Cash	Picnic on the Green Band fees	£ 300.00
			£ 541.19
CONFIDENTIAL SALARIES - June 2019			
AP	Confidential Salaries		£ 7,644.85
			£ 7,644.85
TOTAL EXTERNAL PAYMENTS			£ 16,014.14