

**MINUTES OF THE FULL ANNUAL COUNCIL MEETING
HELD ON MONDAY 9th September 2013 at 7.30pm
IN THE UNITED REFORMED CHURCH MANOR ROAD**

Present

Councillors: Mrs J. Blackburn (Chair), C.Elwood (Vice Chairman), M.Lawrence, Mrs M. Simmons, Mrs J Geer, B Edwards, J Clark and R Benoy.

Parish Clerk: Mrs S. Denne.

Also present: Cllr Davies, Cllr Webb and Public.

1. **Apologies for absence** Cllr Codd
2. **Declaration of Interests** – None
3. **Declarations of Lobbying** -None
4. Minutes of the meeting held on the 8th July 2013 were agreed, with a slight amendment.
5. **Session for Borough Councillors** – *Cllr Davies* informed the meeting that the Rusthall Club sign was attached to a separate pole because of the potential of damaging the lamp post. He also informed the Parish Council that the adoption of Redland Avenue was going through and that he had also put in a request for salt bin there and another one for Grange Road. With regards to the lights on the A264, the Director of Highways was looking into the concerns of the Parish Council and others.
Cllr Webb informed the Parish Council that there was an opportunity for KCC funding of small capital projects for 2013-2014. He had also spoken to TWBC with regards two rubbish bins adjacent to Lower Green Road; they should be installed within the next fortnight. He also informed the Parish Council that problems were still on going with regards the relocation and payment of Cranwell Flats tenants.
6. **Speakers** Nick Peters – TWBC Democratic Services Officer and Jane Lynch Development Manager, Planning -
Jane Lynch started by explaining the structure and staffing of Planning Services and provided a weekly schedule of all planning staff duties to assist Parish Councils in contacting the appropriate Planning Officers. They provide information about the Planning Framework, planning applications and procedures, planning appeals, enforcement action and material planning considerations. This information will be of particular assistance to the Planning Committee. There will be training for Clerks and Councillors on how to use the new website shortly. She stressed how important it is to keep to the time frame.
Nick Peeters then went on to explain The Tunbridge Wells Agreement made between TWBC and Local Councils (Parish and Town Councils) which replaces the old Parish Charter. He said that Democratic Services is the first point of contact within TWBC for Parish Councils trying to obtain information. He stressed that wherever possible electronic communication is now the main method of communication and should speed things up. Where Parish Councils are consulted they are requested to provide a response even if it is 'no comment'/nil return.
The Forward Plan sent out by Democratic Services gives advance notice to Parish Councils of all the decisions and consultations to take place within the next few months.

7. **Planning Committee** – The report from the Chairman of the Planning Committee (Councillor Edwards) set out the Parish Council’s statutory responses to eight applications which had been received since the last meeting.

The Planning Committee then recommended approval by Officer delegated powers for **13/01535/FUL/SF1** (Rusthall Working Men’s Club 5 St Pauls Street Rusthall) with a condition to ensure adequate soundproofing of both properties (3 and 5) is implemented during construction. **13/01735/HOUSE/SH6** (2 Ashley Gardens Rusthall) Cllr Edwards declared a personal interest in this application as he knew the owner. **13/01736/HOUSE/SH6** (4 Ashley Gardens Rusthall) Cllr Edwards declared a personal interest in this application as he knew the owner. **13/01636/HOUSE/SH5** (Firholme Bretland Road Rusthall) **13/01514/LBC/SF1** (19 Lower Green Road Rusthall) **13/01859/FUL** (Rusthall Lodge Nellington Road Rusthall) **13/01932/HOUSE** (27 Sunnyside Road Rusthall) **13/01889/TPO** (Bretland House Bretland Road Rusthall)

8. **Children’s Centre** – Cllr Blackburn spoke about the proposal from KCC to reduce the hours of the Children’s Centre in Rusthall, to 18.5 hours a week. There is a form that people can fill in with their comments. Cllr Blackburn thought that the centre should be open at least 4hrs a day, five days a week. Cllr Davies said that he would meet with Jenny and anyone else who has strong views about the reduced hours of the Centre.

9. **Dates set for next year’s meetings** – The Clerk furnished the Parish Council with the dates for the majority of the meetings for 2014. The Chairman and Clerk to discuss when to hold the Annual Parish Meeting.

DATES FOR MEETINGS

PARISH MEETINGS 2014

(These are held every second Monday of the month)

3TH January, 10th February, 10th March, 14th April, 12th May (Annual Meeting of the Parish), 9th June, 14th July, 8th September, 13th October, 10th November and 8th December.

Date required for Annual Parish Meeting

FINANCE MEETINGS

7TH October 2013, 4th November 2013, 6th January, 3rd April, 7th July, 6th October and 3rd November.

Other meetings when required

ALLOTMENT MEETINGS

(These are held every third Tuesday, four times a year)

17th December 2013, 18th March, 17th June, 16th September and 16th December.

10. **Business Plan re Land Transfer** – The Parish Council discussed the land that TWBC wish to dispose of and whether the Parish Council should lodge an interest in any or all of the sites. Cllr Blackburn informed the Parish Council that TWBC may pay all legal fees for any land transferred to the parish. She also informed the Parish Council that Fremlin pond may cost up to £1500 to set up, with the help of Kent High Weald Project. Also with the help of residents, should attract only minimal cost thereafter. It was agreed to lodge the Parish Council’s interest in all five sites.

- 11. Bus Shelter** – The Clerk informed the Parish Council how much a bus shelter could cost to purchase and upkeep. It was agreed that the Parish Council would not go ahead with the purchase, but would instead approach Aviva, to request a bus shelter for Parsonage Road.
- 12. Purchases** – Clerk - i. High Vis Jackets – Agreed
 ii. Charles Arnold- Baker – Local Council Administration – Agreed
 iii. CPALC Subscription – Agreed
- 13. KALC – Community Award Scheme** – Cllr Blackburn informed the Parish Council of the Local Community Award Scheme being held in May 2014. It entails publicly recognising an individual who has helped the local community. All agreed that it sounded a good idea. *Chairman and Clerk to investigate further.*
- 14. Remembrance Sunday** - Cllr Elwood agreed to attend the Remembrance Service at the War Memorial in Tunbridge Wells and Cllr Blackburn agreed to attend the Service at St Paul’s and lay a wreath on behalf of the Parish Council.
- 15. Open Session** - Alex Britcher, Chair of the RVA thanked the Parish Council for the grant to help towards the photo competition. She reported that there were over 50 entries and that the winners would be presented with their gifts on the 18th September 2013. Cllr Benoy offered help with regards the possibility of producing a calendar from the pictures.
- 16. Clerk’s Report** – Nothing to report

17. Cheques/Payments

	ACCOUNTS FOR PAYMENT	SEPTEMBER 2013	
<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
RVA	100170	90.00	Photo Comp
Unity Trust	100171	(80,000)	Transfer
HMRC	100172	71.11	Tax NI July
S Denne	100173	820.91	Salary July
I Heskett	100174	50.48	Library Garden
Contractor	100175	99.00	Grass Cutting
Orange	DD	21.30	Mobile July
Orange	DD	21.26	Mobile August
Contractor	300001	41.40	Grass Cutting
S Denne	300002	9.45	Postage
S Denne	300003	820.91	Salary August
HMRC	300004	71.11	Tax NI August
URC	300005	30.00	Hall hire
Rusthall Club	300006	200.00	2 Village Newsletters
Total Payments		2346.93	

18. Consideration of any urgent business

- a) The leak at the junction of Coach Road and Rusthall Road is not a SE Water problem. It is a spring that KCC will have to address.
- b) Cllr Blackburn asked the Parish Council about their thoughts on granting £500 to the Rusthall Women's football team, for their new kit. *To be put on the agenda for October.*
- c) The Red Lion Public House will have new tenants on the 6th October.
- d) *Clerk to chase up outcome of missing sandstone wall down Lower Green road.*
- e) *Cllr Benoy to chase up a possible grant for an outdoor table tennis table.*
- f) Cllr Lawrence informed the Parish Council that he will be moving out of the area in the near future.

The meeting ended at 2125

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