

WROTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING,
HELD ON WEDNESDAY 03rd January 18
IN THE WROTHAM PAVILION, HIGH STREET, WROTHAM

Present: K Denton (Chairman), H Rayner, C Mills, D Beach & Mrs B Jackson

In Attendance:

1. **Apologies for absence:**

Cllr's Coffin, Betts, Mrs Parker, Gillin & Lesley Cox (Clerk)

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 Gillin committee member of Tonbridge & Malling branch of the Campaign for the Protection of Rural England.

Cllr Coffin firework provider for Wrotham

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 06th December 17, were proposed by Cllr Rayner, seconded by Cllr Mrs Jackson and agreed and signed as a correct record by the Chairman.

4. **Public Question Time**

No Questions

5. **Precept 2018- 19**

Deferred to Finance Committee due to the absence of the clerk, the meeting agreed unanimously to accept the decision of the committee.

6. **Reports if any from County Cllr and or Borough Cllr**

No reports

7. Reports from various Committees

Grounds

No report

Buildings

No report

Highways

Following the meeting with Mark Simmons of KH&T on the 13th December 17, Cllr Beach is awaiting a revised quote using lighter construction materials in some areas on the repaving of the High Street.

Crime & Disorder

Following the recent vandalism of the telephone box in the High Street, Cllr Mrs Jackson requested that the removal of the box be added as an agenda item for the February 18 meeting.

Finance

No Report

Planning

Minutes of the planning meeting held on 6th November 17 were proposed by Cllr Rayner, seconded by Cllr Beach, agreed and adopted as part of the proceedings of this Council. Cllr Rayner to take to the Parish Alliance meeting scheduled for the 4th January 18, the proposal from Cllr Gillin, that the Alliance should consider employing an Environmental Solicitor to advise on the soundness of any legal agreement coming forward from local Quarry Owners in respect of Borough Green Garden City.

Skate Park

No Report

Website

Deferred until February 18 meeting.

Youth

No Report

KALC

No Report

PPP

No Report

CPRE

No Report

8. Correspondence Received

Correspondent	Details	Action
KALC	Local Government Finance Settlement for 2018-19 Previously emailed	Online consultation deadline 16 th January 18 https://www.surveym

	<p>Kent Minerals and Waste Local Plan 2013-30 Consultation on a number of Mineral Site Options and Partial Review of KMWLP to modify various waste and safeguarding policies Previously emailed</p> <p>The Lord-Lieutenant Of Kent's Civic Service Canterbury Cathedral on Tuesday 20th March 2018 at 11.00am, guests to be seated by 10.30am Previously emailed</p>	<p>onkey.co.uk/r/provisionalsettlement1819 Cllr Rayner to respond on behalf of WPC Online consultation deadline 29th March 18</p> <p>http://consult.kent.gov.uk/portal/ Cllr Gillin to draft initial response for consideration by the Planning Committee</p> <p>Cllr Mrs Jackson and Terry Davies to attend representing WPC.</p>
UK Power Networks	Local Government Stakeholder Forum 11 th January 18 Westminster Central Hall 10.00am – 4.00pm Previously emailed	Cllr Rayner attending
Old Chalk New Downs Project	Ecosystem Services specifically for Parish Councils Trosley Country Park February 8 th 2018 12.45pm – 4.30pm http://www.oldchalknewdowns.org.uk/blog Previously emailed	Cllr Mills attending
Planning Resource	Planning Issues 2064	For Information

9. Financial Matters

i. Cheques for approval and signature

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

Payable To	Invoice Details	Amount	Cheque No
Tim Powell	CPA Inspections Village Bins Skate Park Collection & Delivery to storage remaining metal plate / Repairs Burial Ground Litter Pick / Rubbish Removal Downlands Removal of metal gates / benches Generator Fuel – receipt attached Total	24.00 8.00 99.00 66.00 132.00 7.00 £336.00	BAC 08/12/17
Peter Barden	Burial Ground Litter Pick / Rubbish Removal / Litter Pick Skate Park Repairs Downlands removal of gates / benches Total	48.00 48.00 96.00 £192.00	BAC 08/12/17
Tim Powell	CPA Inspections Village Bins Downlands: Gates / benches to storage Burial Ground Leaf Clearance & Removal Total	24.00 8.00 132.00 132.00 £296.00	BAC 15/12/17
Peter Barden	Downlands: Gates / benches to storage	96.00	BAC 15/12/17

	Burial Ground Leaf Clearance & Removal Total	96.00 £192.00	
Tim Powell Note Below Refers	CPA Inspections Village Bins Burial Ground Maintenance Litter Pick Leaf Clearance & Removal Downlands metal chain (security) from stock Cricket Ground Old Gate Ivy removal / maintenance Total	24.00 8.00 33.00 33.00 132.00 30.00 132.00 £392.00	BAC 22/12/17
Peter Barden Note Below Refers	Burial Ground Leaf Clearance & Removal Cricket Ground Old Gate Ivy removal / maintenance Total	96.00 96.00 £192.00	BAC 22/12/17
Tim Powell	CPA Inspections Pavilion Loft Clean / Reorganise Cricket Ground Old Gate Ivy removal / maintenance Total	8.00 41.25 90.75 £140.00	BAC 29/12/17
Peter Barden	Pavilion Loft Clean / Reorganise Cricket Ground Old Gate Ivy removal / maintenance Total	30.00 66.00 £96.00	BAC 29/12/17
Lesley Cox	Salary December 17 deductions include pension contribution Telephone Open Spaces Pneumatic Wheel * Erbauer Discs 115mm Pk5 * Zirconium Flap Discs 115mm 4Pc * Restraint Twist 600mm Pk5 * Downlands Metal Cutting Discs 230 x3mm x2 * Zirconium Flap Discs 115mm 4Pc * St George's Hall 20L Hot Water Urn * Total	1,255.75 20.00 40.99 17.59 4.29 9.99 5.99 13.98 9.99 46.99 £1,384.57	BAC
HM Revenue & Customs	PAYE / NI December 17 Overpayment November 17 Total	324.74 (49.46) £275.28	BAC
KCC Pension Fund	Pension Contribution December 17	£423.24	BAC
Borough Green PC **	Skate Park Weekdays – Saturday Inspections December 17	£101.92	BAC
Four Seasons Gardens Ltd *	Grounds Maintenance Contract 1 8 th Instalment	£374.20	BAC
NKCS *	Hall / Pavilion Cleaning St George's Hall to contribute	£1,157.96	BAC
Streetlights *	Column 20 High Street – Pruning works, replacement door and lantern with SL6 LED	£600.00	BAC
T&MBC	Y2 Crew Contribution 2017	£500.00	BAC
Jon Pilfold	Secure Storage Charge 2018	£200.00	BAC
Commercial Services Trading Ltd (KCC) *	Ground Maintenance Contract 2 2 nd Instalment	£1,670.39	BAC

Highscore Web Design *	Website online booking plugin	£36.00	BAC
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* denotes items including VAT

** denotes 22.3% to be reimbursed

*** denotes 73.3% to be reimbursed

Due to BAC transfers from our current account to our Community Savings Accounts of £20K on the 22nd December and 20K on the 27th December, no additional BAC payments could be made until the 28th December. To ensure that contractors were paid in advance of Christmas, payments dated the 22nd came from the personal account of Gillin/ Cox and were subsequently repaid by WPC on the 28th December 17.

Payments made by Direct Debit / Standing Order Since Previous Meeting 06th December 17

Eon	Street Lighting Supply	£333.58	15/12/17
Eon	Pavilion Electricity	£214.41	22/12/17
BT Group	Parish Email	£5.00	
EoN	Pavilion Gas	£47.54	29/12/17
EoN	Multi-Court Electricity	£14.76	
Vodafone	Pavilion CCTV Data Simm	£24.19	
T&MBC	West Street Car Park Rates	£109.00	02/01/18

ii. Bank Reconciliation for sign off

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

BANK ACCOUNT BALANCES as at 05th December 17

ACCOUNT	BALANCE
Current	£281.00
Business Reserve	£1,623.51
Business Savings	£19,106.04
Community Skate Park	£1.00
CCLA Parish Fund	£49,563.28
CCLA Community Fund	£41,714.07
TOTAL	£112,288.90

10. Date of next Parish Council Meeting

The date for the next meeting was proposed for the 07th February 18, at 7.30pm with the date for the interim planning meeting to be advised.

11. Planning Committee to Consider:

1. Applications received

Application Number	Address	Details	Parish Council Recommendation
TM/17/03428/TPOC	Owls Lodge 7 Court Meadow	T1 – Cherry to lift and thin the canopy and take any dead out of it; T2 & T3 – Sycamores to lift and thin the canopies and take any dead out of them	No Objections, subject to officer approval

i. Notifications of Decisions

Application Number	Address	Details	Decision
TM/17/02817/FL	Owlsmere Gables Park	New swimming pool and associated plant room	Approved on 8 th December 17

TM/17/03292/PDVL	8 Battlefields Road	Prior Notification for Residential Extension: Single storey rear extension (Part 1, Class A) maximum depth 4m. maximum height to eaves 2.85m, maximum height 3m	Requires Permission 22 nd December 17
TM/17/02365/LDP	Tree Tops Gravesend Road	Lawful Development Certificate Proposed: Erection of single storey 4m extension	Certifies 21 st December 17

2. Correspondence Received

T&MBC Planning List 'B' No's 17/49 &17/51

Part 2

12. Contractors Hourly Rate

The proposal by Cllr Rayner to accept the hourly rate increase requested by Tim Powell, was agreed unanimously.

The meeting closed at 7.55pm

.....:Chairman

.....:Date