

WROTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING, HELD ON WEDNESDAY 8th January 20 IN THE WROTHAM PAVILION, HIGH STREET, WROTHAM

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

In Attendance: Lesley Cox (Clerk)

1. **Apologies for absence:**

Cllr's Coffin & Betts (T&MBC Commitments)

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 4th December 19 as amended were proposed by Cllr Rayner, seconded by Cllr Mills and agreed and signed as a correct record by the Chairman.

4. **Reports from PCSO and or Community Warden**

No Report

5. **Public Question Time**

No Public in attendance

6. **Precept 2020 -2021**

The proposal by Cllr Rayner, seconded by Cllr Beach to increase the precept by 5% was agreed unanimously. The precept requirement for 2020 - 2021 will amount to £101,797.00, which is an annual increase of £5.12 for band D properties

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

County Councillor Harry Rayner

The new KCC 5-year plan covering everything under the umbrella of the council has been published and all members of the public are invited to respond to the consultation. Cllr Rayner drew this to the attention of the meeting and invited all members present to make representations.

8. Reports from various Committees

Grounds

Neil Tree – project co-ordinator on the High Street re-paving project had provided the following update.

Following on from the basement surveys we need to establish the depth of paving clearance around the cellar entrances, a provisional date of the 20th January 2020 has been set for our contractor to carry out the trial holes subject to the necessary permits being obtained.

It is likely that this work will take approximately 1 week to complete, and as discussed due to the condition of the slabs, the trench areas will require an interim asphalt reinstatement.

We intend to carry out the trial trenches across the footway at the following location

1. George and Dragon
2. Chemist Shop
3. The Old Bakery
4. Perry's
5. 3 Bank House
6. Old Bank House
7. Rose and Crown
8. Hardens
9. The Old Barn

Buildings

S V Electrical has been instructed to replace the ancient non-compliant illuminated emergency exit sign above the main double doors in St George's Hall.

Highways

Jez Massy of Kent Highways has indicated that the works to temporarily close the A20 Nepicar Layby will commence the 1st week in February 2020 and should be completed by mid-March 2020. The barrier to close the layby is going to consist of both water filled and reflective units. Cllr Rayner is not convinced that these will be robust enough to prevent motor-cyclists gaining access to the area. Kent Highways will permit WPC to fill the units with sand but these works must be undertaken by and at the expense of WPC. Cllr Beach to look at the potential cost and report to the February meeting for consideration.

Crime & Disorder

No Report

Finance

No Report

Planning

Cllr Rayner abstained from voting on this item.

The minutes of the planning meeting held on the 20th December 19 were proposed by Cllr Mills, seconded by Cllr Denton, agreed and adopted as part of the proceedings of this Council.

Skate Park

No Report

Website

Website is now live www.wrothampc.org Until a date for training has been arranged the site is being updated by Highscore.

Youth

No Report

KALC

No Report

PPP

No Report

CPRE

No Report

9. Correspondence Received

No correspondence received

10. Financial Matters

i. Cheques for approval and signature

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

Payable To	Invoice Details	Amount	Cheque No
Tim Powell	Village Bins Litter Picking Super-Depot Lock Burial Ground – Leaf Clearance Open Spaces – CPA Leaf Clearance / Inspection Total	10.00 55.50 18.50 74.00 74.00 £232.00	BAC 06/12/19
Tim Powell	Village Bins CPA Inspection x 2 Litter Picking Burial Ground – Leaf Clearance Open Spaces – CPA Repairs / Pavilion Decking Step Repair St George’s Hall - Toilet Adjustment Total	10.00 20.00 74.00 37.00 101.75 74.00 9.25 £326.00	BAC 13/12/19
Peter Barden	Litter Pick Open Spaces Maintenance - CPA Leaf Clearance / CPA Repairs / Pavilion Decking Step Repair Burial Ground Maintenance – Leaf Clearance St George’s Hall – Toilet Adjustment / Tubular Heating Guard Installation Skate Park Maintenance Village Gritter Maintenance – Preparation for use Total	48.00 138.00 120.00 18.00 96.00 84.00 £504.00	BAC 20/12/19

Tim Powell	CPA Inspection x 2 Skate Park Maintenance Generator Fuel – receipt attached * Village Gritter Maintenance – Preparation for use Total	20.00 148.00 7.01 148.00 £323.01	20/12/19
Tim Powell	Village Bins CPA Inspections x 3 Litter Pick Burial Ground Maintenance - Hedgerow Equipment Fuel – receipt attached * Open Spaces Maintenance – CPA Repairs Total	10.00 30.00 55.50 83.25 7.01 9.25 £195.01	BAC 03/01/20
Lesley Cox	Salary December 19 deductions include pension contribution Telephone Dropbox – Annual Cloud Data Storage Total	 1,921.37 20.00 199.00 £2,140.37	BAC
HM Revenue & Customs	PAYE / NI December 19	£758.79	BAC
KCC Pension Fund	Pension Contribution November 19	£725.28	BAC
Borough Green PC **	Skate Park Weekdays – Saturday Inspections December 19	£101.92	BAC
Four Seasons Gardens Ltd *	Grounds Maintenance Contract 9 th Instalment 2019/20	£385.51	BAC
Assured Water Hygiene Ltd *	Pavilion Salt x 9 30/12/19	£103.50	BAC
NKCS *	Contract Cleaning October 2019 November 2019 Total St George's Hall to contribute	 1,106.40 1,157.12 £2,263.52	BAC
Commercial Services Trading Ltd (KCC)	Grounds Maintenance Contract 2 2 nd instalment 2019-20	£1,670.39	BAC
Les Henry Associates Ltd	Highways Technical Appraisal Oakdene Café London Road Business Park Proposal	£160.00	BAC
Metro Bank Account Transfer	Super Depot Padlock / Hall Tubular Heater Guard / Hall Pillar Tap / Oil / Silicone Lubricant * Black Rubber Mulch Repair Kit x 2 * Account Charges HPK Pav 590 PC / Samsung LS24F Monitor * Total	65.33 129.60 7.70 577.99 £780.62	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 4th December 19

Eon	Street Lighting Supply	£339.72	16/12/19
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Eon	Pavilion Electricity	£137.11	18/12/19
T&MBC	Burial Ground Rates	£51.00	20/12/19
Eon	Pavilion Gas	£91.81	23/12/19
BT Group	Parish Email	£7.50	
Eon	Multi-Court Electricity	£25.26	
T&MBC	West Street Car Park Rates	£125.00	02/01/20

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 19

ACCOUNT	BALANCE
Current	£50.00
Business Reserve	£5,705.75
Business Savings	£34,179.74
Community Skate Park	£1.00
CCLA Parish Fund	£40,073.74
CCLA Community Fund	£126,381.18
Metro Bank	£503.94
TOTAL	£206,895.35

BANK ACCOUNT BALANCES as at 03rd January 20

ACCOUNT	BALANCE
Current	£50.00
Business Reserve	£3,434.08
Business Savings	£34,185.73
Community Skate Park	£1.00

January statements for the accounts below were not available by the date of the meeting

CCLA Parish Fund	£40,073.74
CCLA Community Fund	£126,381.18
Metro Bank	£503.94
TOTAL	£204,629.67

11. Date of next Parish Council Meeting

The date for the next meeting was proposed for the 5th February 2020 at 7.30pm, the date for the interim planning meeting to be advised.

12. Planning Committee to Consider

1. Applications received

Application Number	Address	Details	Parish Council Recommendation
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i. Notifications of Decisions

Application Number	Address	Details	Decision
TM/19/02791/TPOC	Woodland St Marys Road	Fell one Ash tree to allow renewal of retaining wall and fence line	Approved 31 st December 2019

2. Correspondence Received

The meeting closed at 8.00pm

.....Chairman

.....Date