

WEST FARLEIGH PARISH COUNCIL
MINUTES OF THE MEETING
HELD ON MONDAY 20th JULY 2009
AT ALL SAINTS CHURCH, WEST FARLEIGH

PRESENT :- Cllr J Morgan in the Chair, Cllr B Scott (arrived at the end of the meeting), Cllrs B Hards, G Martin (from Item 6.3), B Merritt and Mrs V Stancombe, Clerk

IN ATTENDANCE: - Borough Cllr B Mortimer and five parishioners were present throughout the meeting.

1. APOLOGIES

Were received from Cllr D Bailey, Borough Cllrs C Parr, J Wilson and County Cllr P Stockell. It was **Noted** that Cllrs Martin and Scott would be arriving late.

2. COUNCILLOR DECLARATIONS

There were no declarations made.

3. MINUTES of the Full Council Meeting held on 18th May 2009

The Minutes of the meeting had been previously distributed and were **Agreed** unanimously. The Chairman of the meeting signed off the official copy.

4. POLICE MATTERS

It was **Noted** that PC Gary Shaw would shortly be returning to cover the Parish.

5. COUNCILLOR VACANCY

At a private session at the end of the meeting Members interviewed Mr Larry Johnson who had expressed an interest in the vacancy. Following discussion, it was proposed by Cllr Morgan, seconded by Cllr Martin **“that Mr Johnson is invited to join the Council”**. This was **Agreed** and Mr Johnson is expected to commence his appointment at the November meeting of the Council.

6. HIGHWAY AND FOOTWAY MATTERS

6.1 PROW KM21

Members **Noted** the comments from KHS regarding making a permissive footpath from the bottom of KM21 inside the fencing to come out next to Teston Bridge and Cllr Hards agreed to meet with KHS to further discuss the matter.

ACTION: CLLR HARD/CLERK

6.2 Meeting with Highways

Members **Noted** that a meeting with Richard Emmett and Michael Heath of KHS has been arranged for Wednesday 19th August at 11.30 am at the Village Green.

ACTION: CLLRS BAILEY, HARD/CLERK, MERRITT, MORGAN, SCOTT

6.3 Kettle Lane

Members discussed an enquiry received from East Farleigh PC regarding the apparent proliferation of gateways along Kettle Lane. It was **Noted** that the fields are being used as paddocks for horses and this has increased the number of access points. Members discussed the usage of the fields as paddocks and the Clerk was asked to follow this up with MBC Enforcement.
ACTION: CLERK

7. RESOURCES AND ENVIRONMENT MATTERS

7.1 Community Centre

Members **Noted** receipt of the Counterpart Lease for the land at Charlton Lane that requires signatures as appropriate. It was proposed by Cllr Merritt, seconded by Cllr Martin **“that the Council accepts and signs the lease”**. This was **Agreed** and Cllrs Morgan and Scott signed the documents.

7.2 Village Green Land

Members **Noted** the small parcel of land at the end of the Village Green has now been cleared and boundary markers are in place and a sign will be erected showing the Council will maintain the area.

7.3 Village Green Posts

The possible replacement of wooden posts with ragstone was discussed and as Cllr Bailey was unable to attend the meeting it was **Agreed** to defer this item to the next meeting when costs can be considered.

ACTION: CLLR BAILEY

7.4 Charity Trustees

Members **Noted** that the Parish Council are required to appoint a Trustee for the Revd Oliver North and Ann Goulston Charities. This is usually the Churchwarden and it was therefore proposed by Cllr Hards, seconded by Cllr Morgan **“that the Council appoints Valeria Grainger as Trustee to the Revd Oliver North and Ann Goulston Charities”**. This was **Agreed**.

7.5 Code of Conduct Training

Members **Noted** the dates of the MBC training sessions on the Code of Conduct and will confirm to the Clerk the dates they are available to attend.

ACTION: ALL CLLRS

8. MATTERS OF REPORT

Reports were received as follows:-

8.1 County and Borough Councillors' Reports

County Cllr Stockell was unable to be present.
Borough Cllr Mortimer advised that following a rearrangement of the Shadow Cabinet he is now the Shadow Member for Culture with Cllr Parr taking over as Shadow Member for Corporate Services.

8.2 Chairman's Report

The Chairman had nothing specific to report.

8.3 Individual Councillors Reports

Cllr Merritt gave a report that included the following items:-

1. The Village Green Bye Law sign has been taken down by a third party and the posts are in need of repair before the sign can be reinstated. It was Agreed Mr Johnson will carry out the repairs.
2. The Dog Waste Bin next to the Good Intent Pub is lying at such an angle that it is unable to be used. The Clerk was asked to follow up with MBC.
3. The picnic tables and benches are in need of treatment and Cllr Merritt agreed to carry out the task.
4. The padlock has been removed from the gate to the play area and the Clerk was asked to follow up with MBC.
5. The bench opposite Smiths Hall was in need of repairing and Cllr Merritt agreed to carry out this task.
6. The Maple tree at the triangular section on Lower Road has died and the large oak tree needs cutting back.

ACTION: CLERK/CLLR MERRITT

Cllr Martin reported problems with trees overhanging the highway at the bottom of Smiths Hill and an incident on 28th June when one of the trees fell and blocked the road until the tree was removed. The Clerk was asked to write to Lambert & Foster again to request the trees are cut back. ACTION: CLERK

Cllr Hards reported plans for the Twinning Fair are progressing and there followed discussion regarding the cutting of the grass on the field that is to be used.

8.4 Clerk's Reports

8.4.1 Annual Report and Audit 2008/09

Members **Noted** receipt of the Internal Auditors report following the Year End Audit and also that there are no issues raised. Members further **Noted** that following their perusal of our Return, the Audit Commission has given us a "clean" certificate and the statutory notice saying that the Audit has been completed is displayed on the notice boards around the Parish.

8.4.2 Annual Leave

Members **Noted** the Clerk's vacation dates.

8.4.3 Data Protection

Members **Noted** that the Council's registration of the Data Protection Act 1998 has been renewed at the annual cost of £35.00 and will expire on 10th July 2010.

9. FINANCE

9.1 Budget Monitoring

The Budget Monitoring Report to 30th June 2009 was **Noted**.

9.2 Income received since the last meeting

The Chairman perused the records and was satisfied that the balances in hand agreed with the Clerk's records. Actual payments received since the last meeting were:-

Co-op - Interest on Community Directplus Account - May & June	£2.73
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9.3 Confirmation of payments already made

It was proposed by Cllr Martin, seconded by Cllr Morgan "that the Council approve the following payments made since the last Meeting". This was **Agreed**.

SO - Mrs V Stancombe - Net salary for May	£324.44
SO - Mrs V Stancombe - Net salary for June	£324.44
100833 - HMRC - PAYE	£126.43

9.4 Cheques for signature

It was proposed by Cllr Merritt, seconded by Cllr Martin "that the Council approve the following payments made since the last Meeting". This was **Agreed** and the cheques were signed:-

100834 - Churchwarden, All Saints West Farleigh - Hire of Church, 3 June & 20 July	£40.00
100835 - Audit Commission - Annual Audit Fee	£155.25
100836 - ACRK -Annual Subscription WFCCC	£35.00
100837 - Mr Merritt - Leaving Gift for Cllr Underdown	£51.14
100838 - K Funnell - Internal Audit Fee	£60.00
100839 - Mrs V Stancombe - Reimbursement of Expenses - May & June	£191.57
100840 - Whitehead Monckton - Land Registry fees	£50.00
100841 - L Johnson - Village Green Maintenance	£205.00

10. PLANNING

10.1 Planning Applications

The following applications were considered and recommendations made:

10.1.1 1. 1 Markham Cottages, Charlton Lane - MA/09/1086

Erection of 1 no. dwelling attached to No. 1 Markham Cottages with off road parking provision (resubmission of MA/09/0461). Council recommendation: **Approve**.

10.1.2 2. Cherry Orchard Farm, Hunt Street - MA/09/1145 & MA/09/1146

Replacement of existing conservatory with a purpose built orangery and associated listed building consent. Council recommendation: **No objection.**

10.2 Planning Decisions

The following decisions received from MBC were **Noted**:

10.2.1 1. 3 Tutsham Warren Cottages, Teston Lane - MA/09/0627

Erection of a two storey side extension and installation of two south facing dormer windows and erection of single storey conservatory and porch to south elevation. Council recommended: Approval. MBC: **Granted permission.**

10.2.2 2. 2 Ewell Manor Cottages, Ewell Lane - MA/09/0688

Creation of hard standing and vehicular access. Council recommended: **No objection.** MBC: Refused permission.

11. DATE OF NEXT MEETING

The next full Council Meeting is on **Monday 21st September 2009** at All Saints Church