

\*\*\*\*\* DRAFT \*\*\*\*\*

## HORTON KIRBY AND SOUTH DARENTH PARISH COUNCIL

### MINUTES of the MEETING of the PARISH COUNCIL held on 7<sup>th</sup> October 2019 in the Village Hall, South Darenth at 7.30 pm

Present: Cllr I Blackamore (Chair)  
R House, D Mitchell, C Page, T Moyle, P Rushbrook (Vice Chair), M Stead, J Stewart,  
T Ward

Cllr P McGarvey, District Councillor

4 Members of the public including Malcolm Dunn (DRiPs), S Dove and D Hollands,  
(SPCA)

In attendance: L Bugler, Parish Clerk

#### 78 APOLOGIES FOR ABSENCE

Received from Cllr Roger Gough, County Councillor. Cllr Brian Carroll, District Councillor was absent.

#### 79 DECLARATIONS OF INTEREST

None.

#### 80 MINUTES OF LAST MEETING

The Minutes of the last meeting held 2<sup>nd</sup> September were signed as a true record.

#### 81 MATTERS ARISING

**Minute number 45 Weir:** Rod Shelton has written to Millen Court residents who have expressed concerns. To be referred to ROS Committee. ACTION

**Photo:** completed

**Annual Parish Meeting Format:** Agenda item 15

**51:** SDC have agreed additional bin at Glebe Place and refused Jacobs Lane. To be referred back to ROS committee. ACTION

**53 s106 Underspend:** Agenda item 11

**70 Westminster Field Bridge:** Three consultant engineering firms listed by Tim Belcher-Whyte (KCC) have been contacted regarding carrying out a formal assessment and we are awaiting their response.

Billings replied that access from the A225 for weekly grass cutting would require a permanent solution. Should an extension to the car park go ahead, temporary access would have to be between March and April when the ground would be dry enough for construction vehicles and the crop had yet to be drilled. They would be happy to discuss this as and when.

**73 Planning:** Completed

**14 Transfer of Amenity Land from Sevenoaks District Land:** Wording of the covenant agreed. Awaiting documentation. Agenda item

#### 82 POLICE MATTERS

The PCSO was unavailable to attend the meeting.

#### 83 PLANNING

SE/19/02065/FUL

Former South Darenth Fire Station

New Road

South Darenth

Kent DA4 9AT

Redevelopment of the former Horton Kirby Fire Station to construct a two storey building, with additional accommodation in the roof space, to provide 4 x 2 bedroom and 2 x 1 bedroom apartments, with ancillary access and bin storage facilities as amplified by Technical note received 20.9.19

The on-street parking survey to determine whether sufficient capacity exists for visitor street parking was discussed by the Councillors. Cllr Ward recommended refusal as the survey was conducted when Holmesdale Road was closed to through traffic. Cllr Rushbrook advised that the Parish Council had previously had no objection to the revised plan as the criteria was met for resident parking. Cllr House commented that parking in villages was a real issue in villages in general.

Cllr Ward proposed that the Parish Council make further comments to planning at Sevenoaks District Council that “Refusal on the grounds of insufficient parking. The Technical note is flawed as the survey was conducted when Holmesdale Road was closed and does not reflect the common usage of that road and therefore useless”. Cllr Mitchell seconded and 6 voted in favour. ACTION: Clerk to submit comments to The Planning department at SDC

#### **84 QUESTIONS FROM THE PUBLIC & CORRESPONDENCE**

Malcolm Dunn commented that he had moved away from New Road three years ago and parking had been an issue then.

D Hollands (SPCA) asked if and when the woodchip would be replaced in the playground as a child had fallen and sustained an injury. Cllr Stewart responded that the cost of resurfacing the whole area was too vast at present but will take this matter back to the next ROS meeting on the 28<sup>th</sup> October. ACTION Clerk to add to ROS Agenda

#### **85 REPORT FROM DISTRICT COUNCILLOR**

Cllr McGarvey reported that he will be speaking on 6<sup>th</sup> November regarding Pedham Place at SDC’s Local Plan hearing with The Inspectorate.

Cllr Carroll was absent.

#### **86 REPORT FROM COUNTY COUNCILLOR**

Cllr Gough was absent.

#### **87 RECREATION AND OPEN SPACES COMMITTEE**

The latest approved minutes of the committee were received for information.

#### **88 S106 UNDERSPEND JUBILEE HALL**

Cllr Ward reiterated that the s106 funds used to build the Jubilee Hall still had an underspend amount of £10,000 which was being held by SDC despite email correspondence over the years. The deadline for receiving funds that have been spent under the rules of S106 falls in 2020

#### **89 FINANCIAL MATTERS**

##### **Schedule of Accounts**

The schedule of accounts and payments were approved for payments to be made electronically.

#### **90 CONCLUSION OF AUDIT**

To confirm Notice of Conclusion of Audit was received.

#### **91 TRANSFER OF AMENITY LAND FROM SEVENOAKS DISTRICT COUNCIL**

Land transfer documents have not been received for signing. ACTION Clerk to contact Diane Law for documents.

## **92 ANNUAL PARISH MEETINGS**

To agree the format for 2020 Meetings. Cllr Mitchell advised that the Annual Parish Council Meeting and the Annual Parish Meeting do not have to be held on the same evening. Other suggestions were:

It should be no longer than 2 hours

Annual grants should be presented (this will encourage all of the groups that we give grants to come along)

We should advertise it a lot more with maybe leaflet drop within the March Newsletter

Anyone who wants to do a presentation or report should be limited to 3 minutes - and these must be relevant to the parish

We should make a lot more of what we have done as a Council over the previous 12 months and our plans for the future 12 months - lots of photos and pictures on a presentation. Cllr Moyle commented that we should trial it for one year.

Cllr Mitchell proposed that the Annual Parish Meeting be held on the first Monday in April 20 and the Annual Parish Council Meeting be scheduled for May 20. Cllr Paige seconded and all were in favour. ACTION: Clerk to liaise with Cllr Mitchell

## **93 RURAL SERVICES NETWORK**

An invitation to join The Rural/Market Towns Group as part of the Rural Services Network was discussed by the Councillors. Cllr Ward expressed interest and may be beneficial to the Parish Council. Cllr House commented that he had been involved in NALC, a major lobby group for 25 years and its impact is undecided. Cllr Mitchell proposed that we accept the invitation and Cllr Paige seconded. Four voted in favour and so the motion was not carried

## **94 BUILDINGS COMMITTEE**

Councillors considered the current Halls Committee scope to include all Parish Council building and rename as Buildings Committee. Cllr Mitchell explained that as a result of discussing maintenance for the new toilet block in the Heathside it became apparent that it would be easier to facilitate the maintenance of all Council owned buildings under one contract. Cllr Stewart expressed his concerns regarding the Pavilion as it is sub-let to South Darenth F.C. who are responsible for the interior of the building. Cllr Moyle agreed that the contract between the Parish Council and the football club was a concern and would need further investigation. Membership of the Halls Committee would remain the same. Cllr Mitchell proposed that the Halls Committee becomes the Buildings Committee to include the Pavilion, Heathside toilet block, Halls and all outside buildings. Cllr Paige seconded and all were in favour ACTION: Clerk to draw up amended Terms of Reference for ROS and Halls Committees accordingly and provide budgetary information for analysis.

## **95 ENVIRONMENTAL POLICY**

The adoption of an Environmental Policy using examples submitted by Cllrs House and Ward was considered by the council. It was agreed following Cllr Blackmore's suggestion that the wording of the policy be delegated to Cllrs House and Ward to be presented at a future Parish Council meeting.

## **96 FIREWORKS COMMUNITY EVENT**

Arrangements, including which vendors will be present, at this year's Fireworks event were discussed. Cllr Moyle requested better lighting at the Jubilee Hall entrance. Pre-purchased wrist bands were to be used again this year and entrance price was considered with regards to other community events and the increase in the price of fireworks. Cllr Rushbrook proposed that pre purchased tickets be sold at £3 per person and £4 on the gate. No one seconded and so the price will remain the same as last year; £2 in advance and £3 on the night. The newsletter had gone to print and so flyers will be printed to advertise the event and price.

## **97 WEBSITE/SOCIAL MEDIA/NEWSLETTER ITEMS**

None reported

**98 12<sup>th</sup> ANNIVERSARY**

Cllr Moyle produced 3 different quotes for the production of the book “Horton Kirby & South Darent – Then and Now” and would like to have a book launch coffee morning to possibly coincide with the Armistice service. After discussion Cllr Moyle proposed that 250 books from Nationwide be purchased at a cost of £1954.00. Cllr Rushbrook seconded and all were in favour. RESOLVED that £1954 be spent on the purchase of 250 books

Members of the public and Cllr Paige left the meeting

**99 CONFIDENTIAL ITEM**

**100 DATE OF NEXT MEETING**

4<sup>TH</sup> November 2019

**Meeting closed at 9.50pm**

Chairman:

Date: