

*****DRAFT*****

HORTON KIRBY AND SOUTH DARENTH PARISH COUNCIL

MINUTES of the MEETING of the PARISH COUNCIL held on 3rd June 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
Cllr Roger Gough, County Councillor

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

In attendance: H Rohard, Parish Clerk
L Bugler, Assistant Parish Clerk/Finance Officer

15 APOLOGIES FOR ABSENCE

Received from Cllr Brian Carroll, District Councillor

16 DECLARATIONS OF INTEREST

None.

17 MINUTES OF LAST MEETING

The Minutes of the last meeting held 13th May were signed as a true record.

18 MATTERS ARISING

From Minute number 168: PROW pot holes reported. Update as an Agenda item this evening.

172: KCC offered no answer as to why bridge reports were not shared with the PC as it was before the officer's time.

178: website news and meetings separated LB looking into.

19 POLICE MATTERS

The PCSO was unavailable to attend the meeting.

20 QUESTIONS FROM THE PUBLIC & CORRESPONDENCE

A member of the public said that loose road stone from the Heathside entrance had travelled onto the pavement and was difficult to walk on. The Chairman explained the roadstone was a temporary surface whilst the toilet block is awaited – the entrance will need to be removed and is planned to be resurfaced after. The Clerk responded that the loose stones will be swept up.

Correspondence was shared regarding the missing bollards in The Street, Horton Kirby. This is allowing vehicles to park on the grass verge. Cllr Gough said the order for works had been raised. Cllr Moyle said some had already been installed but not enough to deter parking; it was estimated that 12 had been missing. Cllr Gough will follow this up with the Highways Area Manager.

Correspondence was shared regarding the footpath adjacent to the A225 from the 100 Year Wood to Station Road which was very overgrown. Although this path is in the Parish of Hawley & Sutton at Hone, HKSD Parish residents are most likely to use it as a route to the Station from Horton Kirby. Cllr Blackamore stated that the roadside grass had been cut. Cllr Moyle said that last year after complaints the path was cleared but the overhanging hedges had been left. There appears to be confusion over who owns it/ is responsible for cutting the hedges between KCC and SDC. Cllr Ward said it may have been left due to the bird nesting season.

Correspondence was received from KCC outlining the changes to charges being made to residents for disposing of soil, rubble and tyres.

The Parish Council have been asked whether they wish to re-start the Darent Valley Consortium meetings which last met in 2017. Cllr House said the meetings were useful and he last attended with Cllr Stewart and Cllr Rushbrook. He would be willing to attend again. Members agreed that it would be useful to re-start the meetings. Clerk will liaise with other Clerks to establish next date. ACTION.

21 REPORT FROM DISTRICT COUNCILLOR

Cllr McGarvey enquired whether the grass had been cut on the land being transferred to the Parish Council? The grass had been cut but had been very long so the cuttings left an unsightly mess.

He reported that Stephen Whitehead continues to be busy and will be meeting with local residents regarding Traffic Island very soon.

Following his re-election Cllr McGarvey is now on the Joint Transport Board and the Development Control Committee.

He gave his apologies for the July meeting as he will be away. He was pleased that the matter of the bollards is being dealt with but if any parking measures are needed in The Street the Parish Council should raise these with Sevenoaks District Council.

22 REPORT FROM COUNTY COUNCILLOR

Cllr Gough reported that the new charges are implementing Policy that was passed in January and whilst controversial KCC have watched how charging has worked in other Counties/Authorities. Revenue from these new charges will provide £250,000 to offset against a new recycling centre. The rest will be used to tackle fly-tipping in Kent and to support District Councils more in their local efforts.

Cllr McGarvey stated that Jack Wheeler (SDC Enforcement Officer) visits fly-tips to look for incriminating evidence and for any resulting convictions to be publicised to act as a deterrent.

Cllr Rushbrook said that currently there is an articulated lorry dumped in Eglantine Lane and hardcore in Mussenden Lane plus other road closures on a regular basis. He was concerned that the charges will increase fly-tipping.

Cllr Gough responded that the evidence from other Councils showed no upsurge in fly-tipping. There is much that can be done with surveillance and covert cameras in

hotspots, it is a criminal activity rather than local residents being put off by charges, and usually from outside the area.

Cllr Blackamore asked if 'stop and searching' vehicles would help? He has had a Waste Carriers License for 6 years and has never been asked to show it. Cllr Ward asked how much the charges were coming into effect. Cllr House asked what the expected generated income would be per year. Cllr Gough responded £2million.

Cllr McGarvey suggested that a report at the end of the year is given on whether fly-tipping has increased in the area. The District Council clears up the mess working with KCC Highways. ACTION: request report at end of the year (December)

8.02pm Cllr Gough left the meeting.

23 HALLS COMMITTEE

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

24 WESTMINSTER FIELD BRIDGE

Sevenoaks District Council had instructed a private investigator to establish the ownership of the bridge. This had led to Sunley Holdings Ltd (developers of Millen Court) however on contacting them, the bridge is not theirs. Looking at the investigators report it seems they were investigating the wrong bridge (one over the weir not the access bridge). Cllr Moyle confirmed that the investigator had contacted the Local History Society and was also told at the time he was looking at the wrong bridge. ACTION: this information to be shared with SDC.

25 HIGHWAY IMPROVEMENT PLAN

KCC have introduced a new template for Parishes to submit ideas for Highway improvements. A meeting is scheduled for the 17th July at 2pm at the Parish Office for any available members to attend. Cllr Page and Stead will be attending. Cllr Ward what projects it could include – speeding or parking? The Clerk responded that parking is not a Highways issue – they will only look at whether the highway or pavements are safe for travelling on. SDC are responsible for implementing parking schemes.

Cllr Rushbrook stated The Bull Hill junction was discussed with the Highways engineer to no avail last year and costs of the chevrons were requested but had not been forthcoming. Cllr House said there is a price list of Highway Improvements which would be useful – Cllr Ward offered to locate this. ACTION: Cllr Ward

26 PROW SD151 IMPROVEMENT

Following the report made to KCC (minute 168) the PROW Officer contacted the Clerk and said that he would be asking a contractor for quotes to get the work done and hoped to get permission from the EA to do the work. The Clerk offered the Parish Room to facilitate a meeting with the EA and to invite DVLP and DDAPS to look at the whole pathway to bring a plan together as anticipated this is work to be funded under the DVLP. When a date is set the Clerk will advise members should they wish to attend. Cllr House stated that DVLP has taken a year to recruit a Rural Officer. Cllr McGarvey asked that Farningham and other Darent Valley Parishes are kept informed of any developments. Malcolm Dunn reminded the meeting that NWKCP would be holding the Himalayan Balsam clearing day on the 22nd June.

27 FLYTIPPING AND ROAD SWEEPING

Extensive correspondence was received from a resident very concerned by the amount and frequency of both fly tipping and lack of road sweeping. Living in a rural lane the rubbish is rarely litter picked and a road sweep is scheduled just once per year. This is leaving unsightly rubbish in lanes, particularly Holmesdale Hill and St Margaret's Road which is a regular cut through when traffic is heavy elsewhere.

Cllr Ward suggested investigating the costs to employ a litter picker and share the cost with neighbouring Parishes if they were interested in doing the same. The Clerk said that SDC are paid by tax payers already to do this work so this would mean they are paying twice. Cllr McGarvey said that SDC have doubled the litter picking and road sweeping in the centre of South Darenth where this problem areas was highlighted before.

Cllr Rushbrook suggested offering more support to the volunteer litter pickers with equipment however the Clerk advised that insurance is arranged before 'official litter picks' are arranged so this would need to be considered and any requirements of the insurers to make sure volunteers are working safely especially such as in roads like Holmesdale Hill where it is the national speed limit.

Cllr Stewart suggested changing all dog bins to litter bins following SDC recent correspondence that KCC now require dog waste to be mixed with litter and no new dog bins will be emptied. This would increase the number of litter bins with no loss of dog fouling disposal and no extra cost.

Cllr House supported the idea of finding out cost to employ someone to do litter picking etc and also to find out the costs and restrictions of formalising Volunteer litter pickers.

Cllr Mitchell said the Parish Council should put pressure on SDC first to increase litter picking a road sweeping in the Parish.

Cllr McGarvey agreed that some roads are just too dangerous for volunteers and should be left to the professionals.

Clerk said that SDC had been asked to provide coloured sacks to identify as litter picking rather than fly tipped waste at bins but this had not been forthcoming. Keep Britain Tidy blue sacks have been exhausted from last year's litter pick.

ACTION: Clerk to follow up all suggestions to bring back for further discussion at the next meeting.

28 RISK ASSESSMENT

The Council's Risk Assessment document was brought for review. No comments or changes were made.

29 STATEMENT OF INTERNAL CONTROL

The Statement of Internal Control for the year ending 31st March 2019 was signed by the Chairman and the Clerk on behalf of the Council.

30 ANNUAL RETURN 2018-19

a) The Annual Governance Statement for 2018/19 was considered and approved and signed by the Chairman and the Clerk on behalf of the Council.

b) The Accounting Statements and supporting documents as provided by the Responsible Financial Officer who, prior to the meeting signed Section 2 of the Annual Return for 2018/19. The Chairman signed the Statement on behalf of the Council

31 BANK ACCOUNT SIGNATORIES

The Chairman proposed that Cllr Ward be added as a signatory, Cllr House seconded and all voted in favour. RESOLVED that Cllr Ward be added as a signatory to bank mandates. Cllr Wilson (outgoing member) shall be removed from bank mandates.

32 FINANCIAL MATTERS

Schedule Of Accounts

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

33 PLANNING

SE/19/01004/HOUSE

63 East Hill

South Darenth

DA4 9JE

Widen existing lowered kerb and erection of a hardstanding area.

NO OBJECTION but concerns that this access will make the open green area adjacent vulnerable to other vehicles parking on it.

ACTION: ROS Committee Agenda 24th June 2019 for consideration

SE/19/01004/HOUSE

Tregea, Dartford Road

Horton Kirby

DA4 9AW

Erection of first floor

NO OBJECTION

34 HUMAN RESOURCES COMMITTEE TERMS OF REFERENCE

The Terms of Reference for the HR Committee were discussed and changes made; the document is attached for reference.

Cllr Mitchell asked if a Health and Safety Policy was available, which the Clerk stated was not and needed to be addressed. ACTION: Policy to be brought to July meeting for consideration.

Cllr Ward proposed that the Terms of Ref include 'consideration of redundancies' with the wording to item ix) 'To consider and where appropriate terminate employment contracts'. The Chairman proposed item iii) to be changed to 'to consider and approve employment/termination of all staff' Cllr Stewart seconded and 7 voted in favour.

35 FUN DAY PLANNING

Ideas were discussed for the Fun Day 1st September to be held in Westminster Field. Cllr Mitchell confirmed that the Inflatables were booked. Cllr Ward suggested Clay Pigeon shooting. A mini boot fair was suggested. Cllr Moyle was concerned about the impact on parking should more cars be parked on the field. There was no detrimental effect on

football pitches as cars were not parked on them. Cllr Rushbrook raised concern about resulting debris from Clay Pigeon shooting bearing in mind dogs are exercised on the field and sharp fragments could cause injury. Cllr Ward offered to arrange with his contact a visit to the field and arranged a Risk Assessment and alternatives to clay disks.

Cllr Moyle said that the Dog Warden's 'Road Show' event at Westminster Field was very well attended. He suggested that she be invited to other Parish Council events.

ACTION: Clerk

The lead organisers for the Fun Day are Cllr Mitchell and Cllr Moyle. Cllr Mitchell said that all Councillors are needed on the day to help with marshalling and setting up.

36 VE DAY CELEBRATION

Members considered how the Parish Council might participate in this national celebration. Cllr Moyle reported that VE Day 75th Anniversary falls on 8th May 2020 however this is close to the annual St George's Day. Also the Bank Holiday may be changed to accommodate VE Day. Cllr Mitchell suggested incorporating St Georges Day and VE day together and setting a date when it is clearer about the Bank Holiday changes.

Cllr Moyle said that he will not be registering the event with the Pagent master at this time.

37 WEBSITE/SOCIAL MEDIA/NEWSLETTER ITEMS

Cllr Mitchell reported that the newsletter will be going to print soon and requested an electronic copy of the Chairman's report to be included. ACTION: Cllr Blackamore

38 DATE OF NEXT MEETING

1st July 2019.

Meeting closed to public at 8.59pm

39 CONFIDENTIAL ITEM

The Clerk offered her resignation in order to pursue other interests and caring responsibilities. The Clerk and Assistant Clerk withdrew from the meeting for members to discuss and the matter has been referred to the HR Committee.

Meeting closed at 9.30pm

Chairman

Date