

## **HORTON KIRBY AND SOUTH DARENTH PARISH COUNCIL**

### **MINUTES of the ANNUAL GENERAL MEETING of the PARISH COUNCIL held on 7 May 2013 in the Jubilee Hall, South Darenth at 7.30 pm**

Present: Cllr D Mitchell(Chairman)

Cllrs I Blackamore, R House, A Lewis, T Moyle, C Page, M Stead, C Willson  
and E Wilson

P McGarvey, District Councillor

I Chetham, District Councillor

4 members of the public

In attendance: H Rohard, Parish Clerk

Apologies for Absence: County Cllr R Gough

#### **1 ELECTION OF CHAIRMAN FOR 2013-14**

Cllr Mitchell was elected as Chairman and a Declaration of Acceptance was signed.

#### **2 APOLOGIES FOR ABSENCE**

Received from Cllr Gough

#### **3 DECLARATIONS OF INTEREST**

None

#### **4 ELECTION OF VICE-CHAIRMAN FOR 2013-14**

Cllr Ian Blackamore was elected as Vice Chairman

#### **5 MINUTES**

The Minutes of the last meeting held on the 2<sup>nd</sup> April were approved as a true record and signed by the Chairman

#### **6 MATTERS ARISING**

**Post Office Step.** Still outstanding

**ACTION;** Clerk to write to owner requesting the step be painted with offer for Parish Council to arrange to paint for him.

#### **Water Leak in Millstone Mews**

Still ongoing. Cllr Gough had advised via e-mail that Kent Highways were liaising with Dartford Borough Council and will continue to monitor.

#### **Rotaspikes on Village Hall**

Planning application had not been submitted due to time constraints; Clerk would continue to liaise with SDC and progress application.

## **Street Lighting**

Urgent works had been given authority to go ahead. No history of the street lighting maintenance had been found in Minutes of meetings in the last year.

## **7 POLICE MATTERS**

### **Crime and Disorder Act 1998**

The Council kept in mind their duties imposed by section 17 of the Crime and Disorder Act.

## **8 REPORTS OF DISTRICT COUNCILLORS**

Cllr McGarvey reported on the Election turn out across the district; the HKSD turnout was slightly lower than the average. He commented on SDC restructuring and the recent meeting held by the Darent Valley Consortium to which Councillors are welcome to attend.

## **9 REPORT OF COUNTY COUNCILLOR**

Cllr Gough reminded the Council (via e-mail) that Member Community Grants and Member Highway Fund schemes are now open again.

## **10 QUESTIONS FROM THE PUBLIC**

Mr Bradley commended the Parish Council on the recent St George's Day event.

Mr Bradley queried the increase to this year's Precept of 22%. After some discussion it was agreed that a full explanation would be prepared for the next meeting.

Mrs Bradley raised the issue of the Scouts having not been successful in securing a Grant from the Parish Council this year and believed they had been the only group to have been refused a grant. Mrs Bradley raised strong objections to this.

The Chairman reiterated the reasons why the Scouts had been unsuccessful and would respond in writing to Mrs Bradley's concerns.

Mrs Bradley brought with her a picture frame to be considered for use in the Jubilee Hall. This was referred back to the Halls Committee and Mrs Bradley would be advised of the date of this meeting.

**ACTION: Clerk – include on Halls Committee Agenda and copy to Mrs Bradley**

## **11 RECREATION & OPEN SPACES COMMITTEE**

The latest Minutes of the committee were received for information.

## **12 PARISH COUNCIL PLANNING MEETING**

The minutes of this meeting held to comply with SDC deadline regarding the Salle Building, Horton Kirby Paper Mill and Franks Hall were approved as a true record and signed by the Chairman

## **13 MEMBERSHIP OF COMMITTEES AND OTHER BODIES**

The current memberships were reviewed and are set out for this year as follows:

### **Village Hall Committee**

Chairman and Vice Chairman

Cllrs Lewis, Moyle, Page, Wilson,

Representatives of hall users (non-voting members);

Mike Crook (Valley Players) Peter Flewin (Local History Society) Brian Lelliott (Short Mat Bowls) Sharon Luck (New Monday Club) Celia Reynolds (Riverside Pre-School)

It was noted that the New Monday Club have not attended this past year. Mrs Bradley requested that she continue to receive the Agenda by e-mail

#### **ACTION – Clerk**

- 1) **liaise with New Monday Club and remove from committee with their agreement.**
- 2) **Ensure Mrs Bradley included in e-mails with Halls Committee Agenda**

### **Recreation and Open Spaces Committee**

Chairman and Vice Chairman

Cllrs House, Page and Stead

Mick Burroughs, South Darenth Football Club, Derek Chambers, Horton Kirby Football Club (non-voting members)

### **Grants Committee**

Chairman and Vice Chairman

Cllrs Page and Wilson

### **DRIPS**

Malcolm Dunn

### **Planning Inspectors**

Cllrs Wilson and House

### **Police Liaison**

Cllr House

### **Footpaths**

Vacant

### **Grievance and Complaints Group**

Chairman and Vice Chairman

Cllr Page and House

### **Internal Auditor**

All councillors are invited to take part. Specific councillors were to be arranged.

## **14 CALENDAR OF MEETINGS 2013-14**

Parish Council resolved that it's meetings to be held on the first Monday of the month except when it falls on a Bank Holiday, then will be held the next day at 7.30pm

The Village Hall Committee to meet bi-monthly (January, March, May, July, September, and November) on the third Tuesday of the month at 7.30pm

The Recreation and Open Spaces Committee to meet bi-monthly (February, April, June, August and October) on the fourth Monday of the Month at 7.30pm

## 15 PLANNING

The following plan was received in advance of the meeting and considered

SE/13/01109/HOUSE

Resthaven, Horton Rd

Horton Kirby

Demolition of existing garage and erection of single storey annexe extension.

NO OBJECTION

The following applications were received for information only:

SE/13/00468/HOUSE

57 School Lane

Horton Kirby

Removal of conservatory, erection of part 2 storey and part single storey extension, dormer to front and demolition of garage and erection of new garage to rear.

GRANTED

SE/13/00467/TELNOT

Installantion of Telecommunication dark green cabinet South of Lilliput, The Street, Horton Kirby

PERMITTED DEVELOPMENT

SE/13/00280/HOUSE

22 Carleton Place

Horton Kirby

Erection of rear Conservatory

GRANTED

SE/12/00430/HOUSE

East Lodge, Rabbits Farm

Removal of Conditions 1 (plant headgerow) and 2 (replacement headgerow)

E-mail correspondence had been received from SDC supporting this.

The following items were considered

### **Request to assist with Local Housing Needs Survey**

From Nicholas Blythe on behalf of Southdowns. After discussion the Council voted unanimously that a Local Housing Needs Survey was not needed.

### **Request to support Big Lottery Funding bid from Kent Environment and Community Network**

After discussion it was agreed not to support this funding bid as the proposed resource centre is too far away for residents to benefit and could possibly conflict with local Environmental Centres.

## **16 FINANCIAL MATTERS**

The schedule of accounts was received, payments approved and cheques authorised.

It was noted that costs for Grass Cutting in Westminster Field/Heathside seems to have increased and this was referred to the Recreation and Open Spaces Committee to review at their next meeting

**ACTION – Clerk add to ROS Agenda 17 June 2013**

It was noted that finance training is ongoing for the Clerk who is working with a previous FRO Neil Bennett to produce the End of Year Accounts, Payroll and software changes for the new financial year.

The Council considered appointing a Finance team or Councillor for the Clerk to report to between meetings and have appropriate mentoring/support. Cllr Moyle has volunteered to take this role and undertake necessary training.

## **17 MEMBERSHIP OF THE NATIONAL ASSOCIATION OF LOCAL COUNCILS and CLERKS CONFERENCE**

RESOLVED : KALC membership should be continued for the next year, Subscription is £843.30 + VAT

RESOLVED Clerk should attend the KALC Clerk's Conference Wednesday May 22<sup>nd</sup> and pay cost incurred of £72 plus travel.

## **18 RESULTS OF ST GEORGE'S DAY SURVEY**

The results were received and considered action points arising from this which were;

### **ACTIONS:**

- 1) Clerk to publish results in the next Newsletter**
- 2) Cllr Page to collate a list of activities/clubs/groups in the Parish to be made available to the public.**

## **19 REQUEST FOR DOG BIN**

A request from a resident to install a dog bin at the top of East Hill by the rail bridge was considered but due to trying to reduce the overall cost of Dog Bins across the Parish it was agreed that another was not possible.

E-mail correspondence from Cllr Roger Gough has recently highlighted concerns from another local resident on the mess left by irresponsible dog owners.

**ACTION – Clerk to liaise with SDC Dog warden to ask to patrol and advise on posters/public awareness.**

## **20 HORSES AND VEHICLES IN FRANKS LANE**

A report was received from a resident that Horses are still being washed in the river by Franks Lane.

**ACTION – Clerk to**

- 1) establish who the land belongs to, where access is being gained to river**
- 2) liaise with Kent Highways re weight restriction on bridge**
- 3) advise concerned resident of progress**

**21 WEBSITE and NEWSLETTER UPDATES**

These are both works in progress. The Clerk will update Councillors by e-mail when changes happen to the website and the Newsletter will be circulated for Councillors to proof read before it is produced in the summer.

**22 NEXT PARISH COUNCIL MEETING**

Will be 3<sup>rd</sup> June

**23 ANY OTHER BUSINESS**

The meeting ended at 9.10pm

Heather Rohard  
Clerk to the Council

Chairman:

Date: