

HUNTON PARISH COUNCIL
MINUTES OF THE MEETING
HELD ON THURSDAY 11th MARCH 2010
AT HUNTON PARISH HALL

PRESENT : Cllr G Thomas in the Chair, Cllrs K Eatwell, D Heaton, L Leonard, R Porter and Mrs V Stancombe, Clerk

IN ATTENDANCE: Borough Cllrs B Mortimer and J Wilson, two members of the Parish Plan Steering Committee and one further parishioner were in attendance throughout the meeting.

1. APOLOGIES

Apologies were received and accepted from Cllrs Sawtell and Walter, County Cllr Stockell and Borough Cllr Parr.

2. COUNCILLOR DECLARATIONS

Cllr Eatwell for Item 6.1 being Chairman of the King George's Field Management Committee.

3. MINUTES of the FULL COUNCIL MEETING held on 14TH JANUARY 2010

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

4. POLICE BUSINESS

There were no crime figures to report.

5. HIGHWAY AND FOOTWAY MATTERS

5.1 Footpath – Bensted Close to Village Hall

Members **Noted** written confirmation has been received from Mr Gilbert confirming agreement to a Permissive Footpath and a letter of request for permission has now been sent to Tregothnan Estates. Members discussed the hedge laying that had recently been carried out between the route of the proposed footpath and the road. It was **Agreed** to hold an informal meeting to discuss the next stages of the project for further discussion at the next meeting.

ACTION: CLLRS HEATON, PORTER, THOMAS, SAWTELL

6. RESOURCES AND ENVIRONMENT MATTERS

6.1 King George's Field Charity

Cllr Eatwell reported the last meeting of the Management Committee was in February. The Committee has organised repairs to the safety netting and posts to stop cricket balls going over to the bowls green. Discussions have taken place with the School to have a combined Fete this year but the School has declined because it would clash with their May Fair. The Committee plans to organise a Fete in 2011.

6.2 Title Number K902335 – King George V Playing Fields

Members **Noted** that an application has been made to the Land Registry by Mr Savage for registration of the land in dispute based on adverse possession. Members considered the position and it was **Agreed** that legal advice should be sought to clarify the Council's position regarding the land at the Playing Fields that is held in Trust. The Clerk was asked to follow up.

ACTION: CLERK

6.3 Annual Parish Meeting

Members were reminded that the Annual Parish Meeting is to be held at 8.00 pm following the Annual Meeting of the Parish Council on 13th May and considered and **Agreed** the invitation list prepared by the Clerk.

6.4 Parish Plan

A Member of the Parish Plan Steering Committee reported that the Committee has been set up and a Chairman, Treasurer and Secretary have been appointed. A meeting is to be held next week to formalise the small sub groups and plan a programme over the next 18 months with the completion planned for June 2011. A member of the East Farleigh Parish Plan group has agreed to meet with the Committee to go through the process of producing the Plan. An event is being organised for 20th May to gather ideas from parishioners for the questionnaire and Jim Boot from MBC will attend. The Council was requested to nominate a representative to join the Committee and Cllr Heaton Agreed to represent the Council.

ACTION: CLLR HEATON

7. MATTERS OF REPORT

7.1 County and Borough Councillors

County Cllr Stockell and Borough Cllr Parr were unable to be present.

Borough Cllr Wilson reported on the ongoing freight strategy with a meeting being held in Yalding next week to try and get a survey done on HGVs coming into the area. Cllr Wilson also reported an application has been submitted for a brick crushing plant in Tovil that would bring 160 lorries each day into the area. Cllr Wilson also reported that the MBC budget has been approved with a Council Tax increase of 2.49%.

7.2 Chairman

Cllr Thomas had nothing specific to report.

7.3 Individual Councillors

Cllr Porter reported that some rubbish had been found in a bag in Amesbury Road that included a letter from a Credit Reference Agency complete with name and address, reference number and PIN. The Clerk was asked to write to the individual named in the correspondence. ACTION: CLERK

7.4 Clerk

7.4.1 EDF – Streetlighting

Members Noted that EDF has changed its pricing structure for unmetered electricity charges and this affects the streetlight at Benstead Close. The change has effectively doubled the cost of electricity supply from EDF. Members considered an alternative quotation from Eon and it was proposed by Cllr Porter, seconded by Cllr Heaton “**that the quotation from Eon at an annual cost of £30 per annum is accepted**”. This was **Agreed**. Members further considered the annual renewal of the Maintenance Agreement and it was proposed by Cllr Porter, seconded by Cllr Eatwell “**that the Annual Streetlighting Maintenance Agreement presented by Ringway for General Maintenance at £38.73 and Scouting at fortnightly intervals at £9.10 is accepted**”. This was **Agreed**.

7.4.2 Neighbourhood Forums

The Clerk advised that the Maidstone Area Committee of KALC had invited each Parish to nominate a candidate for the new Neighbourhood Forums that are replacing the old Local Board. It was **Agreed** to offer this role to Cllr Sawtell, with Cllr Thomas being the alternative representative from Hunton Parish Council.

ACTION: CLLR SAWTELL/THOMAS

8. FINANCE

8.1 Budget Monitoring Report

The Budget Monitoring Report to 28th February 2010 was **Noted**.

8.2 Income received since the last meeting

There was one payment received since the last meeting as follows:-

EDF – Wayleaves	£9.29
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8.3 Confirmation of payments already made

It was proposed by Cllr Porter, seconded by Cllr Eatwell “**that the following payments made since the last Meeting are approved**”. This was **Agreed**.

S/O - Mrs V Stancombe – Net salary & Office Allowance for January	£390.31
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8.4 Cheques for signature

It was proposed by Cllr Heaton, seconded by Cllr Eatwell “**that the Council approve the following payments**”. This was **Agreed** and the cheques were signed:-

902 – V Stancombe – Reimbursement of Expenses	£18.01
903 – HMRC – PAYE	£255.24
904 – MBC – Litterpicking (KGF)	£61.10
905 – South East Water – Cricked Field Water Charges (KGF)	£136.86
906 – Aon Ltd – KGV Insurance	£161.50
907 – S W Yorke & Sons – Fence Repairs (KGV)	£326.65

908 – EDF – Streetlighting	£125.52
909 – MBC – Litterpicking (KGV)	£61.10
910 – C Langridge – Hedgecutting	£70.50
911 – Kent Men of the Trees – Subscription	£25.00
912 – KCC – Hedge works on West Street	£493.50

8.5 Interim Internal Audit

Members **Noted** the Report of the Internal Auditor following the Interim Audit on 6th January 2010.

8.6 Statement of Internal Control

Members reviewed the Statement of Internal Control produced by the Clerk and it was proposed by Cllr Leonard, seconded by Cllr Heaton “**that the Statement of Internal Control is signed and included with the year end accounts**”. This was **Agreed** with the Statement to be signed by the Chairman and the Clerk.

8.7 Annual Review of Effectiveness of Internal Audit

In carrying out its Annual Review, Members **Agreed** that the internal auditor is independent of the Council and has no involvement in the financial decision making and is competent to carry out an effective audit of the Council’s system of internal control; that the review and scope of the internal audit adequately assesses the Council’s internal controls and management of risk; that Members understand the importance of the relationship between the internal audit and the Council and that adequate preparations are made for the audit procedure and reports received from the Internal and External Auditor are actioned when necessary.

8.8 Donations

Members considered a request for financial assistance from Citizens Rights for Older People and **Agreed** that a donation would not be appropriate..

9. DATE OF NEXT MEETING

The next full Council Meeting is on Thursday 13th May at 7.00 pm at Hunton Parish Hall, followed by the Annual Parish Meeting at 8.00 pm.

There being no further matters to be discussed the meeting closed at 9.10 pm