

**Minutes of the Meeting of the Parish Council of Eynsford, held on
Thursday 15th March 2018, at the Parish Office, Priory Lane, Eynsford, at 8 pm.**

8300 PRESENT

Members Present

Mrs S Boyle
Mr A Cooke
Mrs T Durrant
Mrs F Haxby
Mr G Kirby
Mr P Ward

Other Officials Present

Mr R Gough, County Councillor attended between 9.02pm and 9.23pm.

Clerk in Attendance

Mrs H Ivaldi

8301 APOLOGIES FOR ABSENCE

Mrs A Cornwell, Mr M Richardson.

8302 CHAIR'S REMARKS

Mrs Boyle informed councillors of the sad news that Mrs Audrey Gee had died. Mrs Gee had been District Councillor for Eynsford for many years. Councillors agreed to send a letter of condolence. Mrs Boyle reminded councillors about the next surgery to be held on 31st March between 9am and 11.

Mrs Boyle thanked Mr Kirby for attending the Commonwealth Day ceremony on 12th March and for attending the funeral of Guy Hart Dyke on 13th March, on behalf of the council.

Mrs Boyle said that she was willing to attend the Eynsford Village Society AGM on behalf of the parish council.

8303 CLERK'S COMMENTS

None.

8304 GOVERNANCE

a) Declarations of Interest

Mr A Cooke declared a non-pecuniary interest in item 8306a as one of the contractors is related to him.

b) Minutes of Previous Meeting

The minutes of the last full council meeting held on the 15th February 2018 were presented for approval.

RESOLVED: That the minutes are accepted as a true and complete record, and that the recommendations are approved.

c) Finance Notes

The clerk submitted a list of accounts, and a budget report, for February 2018, as per Appendix A.

RESOLVED: That the accounts are approved and payments made.

d) Outstanding Actions

Councillors discussed items listed that had been outstanding for three months or more.

- Mr Kirby to proceed with a Community Plan – Mr Kirby is still awaiting details of the DVLP programme before meeting with Farningham Parish Council
- October 2017 – Set up site meeting with Kent Highways and Network Rail re: new parking proposal. Mr Kirby said that dates were being sought for this and that he would chase on this.
- November 2017 – Set up a meeting with NWKCP to discuss a River Warden project. The Clerk had sent suggested times to councillors in November. Clerk to recirculate.

RESOLVED: That all of the outstanding actions are pursued, as detailed above.

e) Quarterly Newsletter

Councillors discussed articles to include in the next issue of the quarterly newsletter due out in April.

RESOLVED: That the following articles are sought with a deadline of 3rd April.

- Annual Parish Meeting and CPR Training – Mrs Ivaldi
- Eynsford in Bloom – Mrs Penney
- Chalk Downs Walking Festival (Request from organisers)
- Darent Valley Landscape Partnership – Mr Kirby
- Eynsford Garden Safari – Mr Cooke
- Community Award – Mrs Ivaldi
- Parish Council Budget – Mrs Ivaldi
- The Ford – Mr Ward

f) General Data Protection Regulations Working Group

Mrs Durrant told councillors about the work that the working group had done and asked them to approve their recommendations. The documents are attached as Appendix B.

RESOLVED: That the following purchases are approved to be paid for from the Parish Office Running Costs/Contingency budget:

Windows 10 Pro (including an encryption tool) - £119.99

Lockable Key Cabinet - £22.14

Two Data Protection Document Packs - £60.00

Total: £202.13

That the following documents are approved: Privacy Notices, Asset Register, Data Protection Policy

That the sub-committee draft up the following policies Information Security Policy to include Data Cleansing Policy and a Data Retention Policy for approval at the next meeting.

That all councillors set up the new parish council email addresses on their home computer/device for use in connection with parish council business.

g) Printing of Newsletter for Farningham Parish Council

Councillors were asked to consider a request from Farningham Parish Council to print their newsletter for them. It was noted that the printing of booklets would require a lot of time and attention from the Clerks

RESOLVED: That Farningham Parish Council are informed that they may use the parish council facilities to print their newsletter at £50 for 550 copies or 10p per copy providing that they 'man' the photocopying machine throughout the printing process.

h) Budget Adjustment

Councillors were asked to approved moving £485 from the Contingency budget to the Tree Fund budget to balance the budgets for the current financial year.

RESOLVED: That £485 is moved from the Contingency budget to the Tree Fund budget.

8305 PLANNING

a) Planning Committee 5th March 2018

Minutes of the above meeting were circulated to all councillors for approval, as per Appendix C.

RESOLVED: That the minutes are accepted as a true and complete record, and that the recommendations are approved.

b) Planning Notifications

The following planning notifications had been received since the last meeting:

SE/17/04000/HOUSE – 58 St Martin's Drive, Eynsford – GRANTED

SE/17/03924/HOUSE – Cleveland, Eynsford Road, Eynsford – GRANTED

c) Planning Application SE/18/00672/HOUSE – 2 Saddlers Hall, Saddlers Park, Eynsford

Councillors considered an application for the conversion of an existing garage.

RESOLVED: That no objections are offered.

d) Kent Men of the Trees Competition

Councillors were involved that Eynsford had been invited to enter the Kent Men of the Trees – Trees in the Village competition, which is free to enter.

RESOLVED: That we enter the Trees in the Village competition.

e) Planning Application SE/18/00620/HOUSE – Greenacres, 30 St Martin’s Drive, Eynsford

Councillors considered an application for the erection of a single storey rear extension and internal alterations.

RESOLVED: That no objections are offered.

8306 HIGHWAYS & TRANSPORTATION

a) Quotes for the Pedestrian Path at the Scout Hall

Councillors were asked to consider quotes received to create a short length of pedestrian path linking the pedestrian gate into the scout hall car park.

The following quotes had been received:

Ash Paving Ltd - £1445 + VAT,

Fuller and Prior Building Contractors Ltd - £780 + VAT,

M Bulford - £3102

W Sheaf - £1640 + VAT

Marnex Construction - £2630 + VAT

RESOLVED: That the work is offered to Fuller and Prior Building Contractors Ltd, and that the £780 is taken from the School Run Safety Campaign budget.

b) High Street Parking Restrictions

Councillors were asked to consider a new proposed parking restriction drawn up by Mr Ward. This consisted of a single yellow line (to follow other local timings – no parking Monday to Friday 8.30 – 9.30am and 3pm – 4pm). The line would run from the southern end of the zig zag markings around the zebra crossing, on the opposite side to the school, until either the southern boundary of Rijswijk, or the southern boundary of Mulberry Cottage.

RESOLVED: That Councillors generally supported the proposed restrictions. That councillors check whether Gore Tree Cottage and Mulberry Cottage have off road parking. That a site meeting is set up with Kent Highways during school run times.

Mr Gough arrived during the previous item at 9.02pm.

The meeting paused for questions from the public at 9.07pm. The meeting resumed at 9.23pm.

8307 COMMUNITY & ENVIRONMENT

a) Community & Environment Committee 5th March 2018

Minutes of the above meeting were circulated to all councillors for approval, as per Appendix D.

RESOLVED: That the minutes are accepted as a true and complete record, and that the recommendations are approved.

b) Police Report

A police report had not been received, but the Clerk had found the following information online:
Crime reports for January: - 1 x antisocial behaviour – Castle Road, 1 x violent crime – Pollyhaugh, 1 x arson- Saddlers Park, 1 x burglary – St Martin's Drive.
There had also been reports of a burglary in Walnut Close in the last few days.

RESOLVED: That the information is noted.

c) WWI Anniversary Commemorations

Councillors were asked to consider asking the History Society if they are intending to mark this occasion. Councillors were also asked to consider making a donation to the History Society if they intend to make this occasion.

RESOLVED: That a letter is written to the Farningham and Eynsford History Society to say that the council would be happy to receive a request for a donation towards any display they may be planning to mark the end of WWI.

d) Darent Valley Landscape Partnership

The council had received a request from the Darent Valley Landscape Partnership for the first annual donation of £1000 which the parish council had set aside.

RESOLVED: That, subject to confirmation that lottery funding has been confirmed, that a donation of £1000 is made from the Darent Valley Landscape Partnership budget.

e) Darent Valley Youth Music Concert

An invitation had been received to attend the upcoming concert of Darent Valley Youth Music on 25th March at 3pm.

RESOLVED: That Mr Ward attends on behalf of the council.

f) Memorial

Councillors were asked to consider a suitable memorial for Guy Hart-Dyke, for the benefit of the village.

RESOLVED: That prices are obtained for a bench with and without a back to be placed at a location to be agreed, possibly Common Meadow or Riverside.

8308 RECREATION

a) Grounds Maintenance Contracts 2018

Councillors were asked to consider the various quotes received for the grounds maintenance contracts for 2018/19. A summary of the quotes received had been circulated

RESOLVED: That contracts A1 and A2 (Amenity Areas) are offered to Richard Abel. That contract B (Common Meadow) is offered to Eynsford Cricket Club. That contract C (Harrow Meadow) is offered to Steve Gray.

b) Skip Hire, Castlefield Allotments

Councillors were asked to agree to the hire of a skip to help to remove the rubbish cleared from Castlefield Allotments. The cost would be around £200 for a skip.

RESOLVED: That a budget of up to £200 is agreed to hire a skip to remove the rubbish from the allotment.

The meeting of the council closed at 9.42 pm

Chairman: 19th April 2018