

# Minutes of the Meeting of the Parish Council of Eynsford, held on Thursday 16<sup>th</sup> May 2019, at the Parish Office, Priory Lane, Eynsford, at 8 pm.

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## 8473 PRESENT

### Members Present

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

### Other Officials Present

### Clerk in Attendance

Mrs H Ivaldi

## 8474 APOLOGIES FOR ABSENCE

Mrs A Cornwell  
Cllr R Gough

## 8475 CHAIR'S REMARKS

Mrs Durrant thanked Mrs Boyle for her work as Chair of the Council over the past four years. Mrs Durrant noted that the next council surgery would be held on Saturday 25<sup>th</sup> May.

## 8476 CLERK'S COMMENTS

Mrs Ivaldi noted that she would be away during May half term so the office would only be open on two days.

## 8477 GOVERNANCE

### a) Declarations of Interest

Mr Richardson declared a non-pecuniary interest in item 8477j as a trustee of Eynsford Village Hall.

### b) Minutes of Previous Meeting

The minutes of the last full council meeting held on the 18<sup>th</sup> April 2019 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 March 2019 & April 2019, as per Appendix A.

**RESOLVED:** That the accounts are approved and the payments made.

d) Outstanding Actions

TPO on Crockenhill Lane – there was no update on this.

Mrs Ivaldi noted that some quotes had been received and would be added to the agenda in due course, but others were still outstanding.

Mr Richardson and Mr Cooke agreed to look at the Flood Plan before the next meeting.

**RESOLVED:** That the information is noted.

e) Parish Council Insurance

Councillors were asked to decide which insurance quote to take up for the coming year. The quotes were: Zurich £875.57 plus £224.14 - £389.72 extra for insuring the street lights; Came & Co. £927.79 plus £511.76 extra for insuring the street lights.

**RESOLVED:** That the basic insurance is taken out with Zurich. That the Clerk finds out if assets are covered individually or as a 'job lot', and also what expenses would be covered before deciding whether to take out the extra street lighting insurance.

f) Budget 2018/2019

Councillors were informed that there was an error in the 18/19 accounts as the incorrect figure was entered as the year end residue for March 2018/ The amount should have been £125,812.00 rather than £123,807.00. Councillors were asked to agree that the difference of £2005.00 be allocated to the contingency budget.

**RESOLVED:** That the information is noted and that the excess £2005.00 is allocated to the contingency budget.

g) Annual Return

Councillors were asked to approve the Annual Return and Governance Statement for 2018/19 before being sent to the auditor. Councillors approved the figures but had a query over the auditor's assertion that the council did not adequately advertise the accounts for public inspection last year.

**RESOLVED:** That the accounts are not submitted until the query is resolved.

#### h) Office Computer

Councillors were informed that the Deputy Clerk had researched various PC options to replace the current office computer which was around 10 years old. Prices for an equivalent HP PC with more storage and a higher spec system ranged from £500 to £750.

**RESOLVED:** That a budget of up to £750 is allowed for a new PC to be selected by the Clerks.

#### i) CIL Payment

Councillors were told that a CIL payment of £5051.88 was received on 28<sup>th</sup> April relating to the building of a dwelling to replace Institute Cottage. The monies must be spent and recorded as described in the CIL regulations within 5 years.

**RESOLVED:** That the information is noted.

#### j) Village Hall Update

Mr Richardson said that there had not been much progress since the last report. However, the village hall trustees have decided to go ahead with the hall and the planning application. The architect had been instructed to draw up final plans and a meeting was planned to go through the list of jobs that need to be done. Mr Cooke said that a tiled roof was the cheaper option so they would go ahead with that. The Agrostis would be designing the pitch and coming up with a more accurate price. Mrs Ivaldi reported that she had carried out research into the disposal of parish council land.

**RESOLVED:** That the information is noted.

### **8478 PLANNING**

#### a) Notifications of Planning Consents/Refusal

None

#### b) Tree Work Application SE/19/01184/WTCA – Darenth Cottage, Lullingstone Lane, Eynsford

An application had been received to fell a silver birch, trim a holm oak and crown lift a sycamore. The Tree Wardens had been asked to comment on the application.

**RESOLVED:** That the information is noted.

#### c) Local Plan Update

Councillors were informed that Sevenoaks District Council had now submitted the latest version of the Local Plan to the Planning Inspectorate for examination. All the submitted documents are available to inspect on the Sevenoaks District Council website.

**RESOLVED:** That the information is noted.

## 8479 HIGHWAYS & TRANSPORTATION

### a) Highways Improvement Plan

Councillors were asked to consider creating a Highways Improvement Plan for Eynsford. Kent Highways had suggested that parishes produce a plan to help to prioritise changes and improvements.

**RESOLVED:** That Mr Richardson, Mr Kirby and Mrs Boyle set up a working group to discuss this further.

At this point, 9pm, the meeting paused for questions from members of the public (Appendix Q). The meeting resumed at 9.15pm.

## 8480 COMMUNITY & ENVIRONMENT

### a) Police Report

The Clerk had found the following crime figures for March 2019

- 1 x Anti-social behaviour – Castle Road
- 1 x Drugs offense – Station Road
- 1 x Public order offense – Station Road
- 1 x Anti-social behaviour – Knights Field

The Clerk also reported that the police had arrested two people in relation to burglaries/thefts at Eynsford Rise.

**RESOLVED:** That the information is noted.

### b) Emergency Plan

Mrs Durrant and Mrs Haxby had created contact lists of people and organisation who may be able to help or need help during an emergency. They had also created a list relating to the parish office and equipment there. Councillors made some suggestions of additions to the lists.

**RESOLVED:** That the lists are updated to be approved at another meeting.

### c) Donation – Trident Magazine

Councillors were asked to consider making their annual donation towards the Trident magazine.

**RESOLVED:** That a donation of £100 is made from Section 137.

## 8481 RECREATION

### a) Litter Bin, Nine Hold Wood

Councillors were asked to consider installing a litter bin for general and dog waste at Nine Hole Wood.

**RESOLVED:** That any costs are sought from Sevenoaks District Council to install/empty a bin that location.

The meeting of the council closed at 9.35pm

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Chairman: 20<sup>th</sup> June 2019