

Minutes of the Meeting of the Parish Council of Eynsford, held on Thursday 20th June 2019, at the Parish Office, Priory Lane, Eynsford, at 8 pm.

8482 PRESENT

Members Present

Mrs S Boyle
Mr A Cooke
Mrs A Cornwell (arrived 8.15pm)
Mr G Kirby
Mr M Richardson

Other Officials Present

District Councillor, Alan Cheeseman

Clerk in Attendance

Mrs H Ivaldi

8483 APOLOGIES FOR ABSENCE

Mrs T Durrant
Mrs F Haxby
Mr P Ward
County Councillor, Roger Gough

In the absence of Mrs Durrant, Mrs Boyle chaired the meeting.

8484 CHAIR'S REMARKS

Mrs Boyle sent best wishes to Mrs Durrant for a speedy recovery. Mrs Boyle noted that the next council surgery would be held on Saturday 29th June (Mr Richardson and Mr Kirby gave apologies).

8485 CLERK'S COMMENTS

None.

8486 GOVERNANCE

a) Declarations of Interest

None.

b) Minutes of Previous Meeting

The minutes of the AGM and the last full council meeting held on the 16th May 2019 were presented for approval.

RESOLVED: That both sets of 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 May 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.

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

New office kitchen - this would be put on the next agenda and Mr Kirby and Mr Richardson would collate details.

RESOLVED: That the information is noted.

e) Annual Return

Councillors were asked to approve the Annual Return and Governance Statement for 2018/19 before being sent to the auditor. It was noted that the date on the notice for the previous year's accounts was one day late, so that the corresponding box on the form could not be ticked.

RESOLVED: That the accounts and governance statement are approved and signed.

f) Revisions to the 2019/20 Budget

Councillors were asked to review and approve changes to the 2019/20 budget as detailed on the attached report due to the change in residue at the end of March 2019.

RESOLVED: That the changes are approved (as attached).

g) Working Group for the Village Hall

Councillors were asked to set up a working group to research and discuss legal, financial and technical issues relating to the new village hall project at Harrow Meadow.

RESOLVED: That a working group is set up consisting of Mr Cooke, Mr Ward, Mr Kirby, Mrs Boyle, supported by Mrs Ivaldi.

h) July Newsletter

Councillors were asked to agree articles for inclusion in the next newsletter due out in July.

RESOLVED: That the following articles are included:
Highways Improvement Plan – Mr Richardson

VE Day (Groups) – Mrs Haxby
Riverside Wanderers Football Club - Mr Begg
Family Fun Day – Ms Morgan
Village Hall Update – Mr Cooke/Mr Richardson
Meet Your New Chair – Mrs Ivaldi/Mrs Durrant
Meet Your New District Councillor – Mr Cheeseman
Recycling & Green Issues – Mrs Cornwell.

i) New Padlock for Scout Gate

The padlock for the gate into the scout's car park was recently cut for emergency access by the fire brigade. Options for a replacement lock were discussed.

RESOLVED: That Mr Baker looks into a heavy duty combination lock (thought to cost around £50) and that the parish council will pay for half of the cost, with the scouts paying the other half.

8487 **PLANNING**

a) Planning Committee 3rd June 2019

Councillors were asked to approve the minutes of the Planning Committee meeting held on 3rd June 2019 and to accept the recommendations.

RESOLVED: That the minutes are approved and the recommendations accepted.

b) Notifications of Planning Consents/Refusal

19/00874/HOUSE – Little Denes, Towercroft, Eynsford – GRANTED
19/00792/HOUSE – 31 Saddlers Park, Eynsford – REFUSED
19/00839/HOUSE – 7 Malt Shovel Cottages. Station Road, Eynsford – GRANTED
19/00316/FUL – Land West of Lullingstone Park Farmhouse, Lullingstone Lane, Eynsford - GRANTED

RESOLVED: That the information is noted.

c) Cherry Tree at War Memorial

The Clerk had applied to Sevenoaks District Council, as agreed, to carry out work to the Cherry Tree ref: SE/19/01423/WTCA. Permission has been granted and the work can be carried out. Councillors were informed that the following quotes to carry out the work had been obtained: Aspen Tree Care - £150; SL Tree Care £528 + VAT; Down to Earth £305 + VAT.

RESOLVED: That Aspen Tree Care are asked to carry out the work at £150.

d) Confirmation of TPO at St Martin's Churchyard

Councillors were informed that TPO 03/2019 relating to 4 sycamore trees in St Martin's Churchyard, Eynsford had been confirmed.

RESOLVED: That the information is noted.

8488 HIGHWAYS & TRANSPORTATION

a) Highways & Transportation Committee 3rd June 2019

Councillors were asked to approve the minutes of the Highways & Transportation Committee meeting held on 3rd June 2019 and to accept the recommendations.

RESOLVED: That the minutes are approved and the recommendations accepted.

8489 COMMUNITY & ENVIRONMENT

a) Community & Environment Committee 3rd June 2019

Councillors were asked to approve the minutes of the Community & Environment Committee meeting held on 3rd June 2019 and to accept the recommendations.

RESOLVED: That the minutes are approved and the recommendations accepted.

b) Police Report

The Clerk had found the following crime figures for April 2019
2 x Anti-social behaviour – Lullingstone Castle

RESOLVED: That the information is noted.

c) Family Fun Day

Councillors were given costs of various activities which could be bought in for the fun day on 9th August, including bouncy castles, circus skills, sports and more.

RESOLVED: That Clerks select suitable activities for the fun day, including a bouncy castle within a budget of around £500.

d) Donation – Polychor

Councillors were asked to consider making a donation towards the expenses of Polychor, a local choir.

RESOLVED: That no donation is made this time as councillors understand that the choir has received the requested funding from another body.

e) Donation - Kenward Trust

Councillors considered a request for a donation from Kenward Trust which provides services to people dealing with drug and alcohol abuse and workshops in schools.

RESOLVED: That a donation of £50 is made.

f) Donation – Citizens Advice Swanley and Sevenoaks

Councillors considered a request for a donation from the local Citizens Advice towards their work providing legal, financial and benefits advice to local residents.

RESOLVED: That a donation of £75 is made.

g) Emergency Plan

The updated contact list in case of emergency had been update and was circulated to councillors. Councillors made a few amendments to the lists. A discussion was held on who should hold the information which included personal contact details.

RESOLVED: That the Plan is approved once amendments have been made. That the Emergency Plan is reviewed annually. That each councillor keeps a copy of the Emergency Plan securely.

8490 RECREATION

a) Recreation Committee 3rd June 2019

Councillors were asked to approve the minutes of the Recreation Committee meeting held on 3rd June 2019 and to accept the recommendations.

RESOLVED: That the minutes are approved and the recommendations accepted.

b) Electrics at Harrow Meadow Changing Rooms

Councillors considered a quote to carry out a full electrical inspection at the changing rooms, as there is was no record of this having been done. This would need to be done before further refurbishments could be carried out. The quote from J Regan was £280.

RESOLVED: That Mr Regan is asked to carry out the inspection at a cost of £280 + VAT to come from the Changing Rooms Refurbishment budget.

At this point, 9pm, the meeting was paused for questions from the public (see Appendix Q). The meeting resumed at 9.25pm.

c) Replacement of Swing Posts at Harrow Meadow Playground

Councillors discussed the quote received from Playdale to replace two of the wooden uprights from the swing set at Harrow Meadow. The posts were showing signs of rot at the bottom and this work was recommended in the last annual safety inspection. The posts were still under guarantee, so the majority of the cost is for delivery and installation. The quote received was £804.72 + VAT.

RESOLVED: that the posts are replaced at a cost of £804.72 + VAT from the Playground Replacement budget.

d) Treatment of Fence Panels at Harrow Meadow Playground

Councillors were told that the fence panels at the playground needed to be treated and cleaned. This work had been recommended in the annual inspection. Two quotes had been received for this work: Fuller & Prior £440 + VAT and S Gray £1100.

RESOLVED: That the quotation from Fuller & Prior of £440 + VAT is accepted to be taken from the Playground Maintenance Budget.

e) Ventilation of Harrow Meadow Changing Rooms

Two quotes had been received to improve the ventilation of the changing rooms, which were still suffering from damp. The quotes were to insert ventilation holes into the back wall of the changing rooms and to remove the glass panes above the internal doors. The quotes are as follows: PGM Building Services £350 + VAT and Fuller & Prior £440 + VAT.

RESOLVED: That the quote from PGM Building Services of £350 + VAT is accepted from the Changing Rooms Maintenance Budget.

f) Date for Annual Walkabout

Councillors were asked to agree on a date for the annual walkabout to assess the condition of parish assets. Mr Cooke suggested 10th or 17th August. The councillors present could all do both dates.

RESOLVED: That the other councillors are asked which dates are best, and the favourite chosen.

The meeting of the council closed at 9.35pm

Chairman: 18th July 2019