

WATERINGBURY PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held at Wateringbury Village Hall Tuesday 7th March 2023 at 7.30pm

Present: Cllr Patrick Gregson (Chair)
Cllr Michael Wells
Cllr Richard Tripp
Cllr Frances Fielding
Cllr Geraint Owen
Cllr Lin Simons
Cllr Sarah Hudson (Borough and County Councillor)

Steve Hill – Clerk
Mark Little – Village Warden
Mrs Christine Byron – Rostrum Correspondent
Public – 4

22/115 Apologies for Absence

None received.

22/116 Declarations of Interest

Cllr Tripp declared an interest in WSRA discussions.

22/117 Announcements

- Defibrillator Battery expired in February and has now been replaced, the Defibrillator is now fully operational again.
- All election nominations for Parish Councillors deadline is 4pm on 4 April.

22/118 Report from County Councillor & Borough Councillor

Tonbridge & Malling Borough Council tax will increase by 3%, West Kent business support grants are being distributed in April.

Grants:

West Kent Business Support Grant - To be distributed during April 2023.

Football Foundation has provided £2m to us in support for Aylesford and Tonbridge Angels Football Clubs.

TMBC, with some funding received through grants, has distributed £6m in support for vulnerable residents via various projects during this financial year.

Climate Change Initiative:

Larkfield Leisure Centre - 56 solar panels have been fitted to the roof last month.

Electric Car Charging Points - 100 additional charging points to be installed across the borough.

Crime:

We continue to have the lowest crime, ASB and fly-tipping figures in Kent. Our OpAssist project has seen a 17% decrease in fly-tipping.

Wateringbury Crossroads traffic lights continue to be an issue from uneven long lines from Tonbridge to people jumping Red lights. Monitoring equipment is available and Cllrs to consider if Cllr Hudson should investigate further with KCC Highways.

Sarah wanted to stress that this is just a snapshot of the news from the Borough Council, with many more good things happening.

22/119 Police Briefing

Source e-watch: Watringbury

On Friday 10th of February around 15:07 in Bow Road. Somebody stole a mobile phone from a shop. Crime Report No. 46/27852/23 - Posted 14/02/2023.

On Wednesday 22nd of February around 12:54 in Red Hill. Somebody stole a mountain bike from where it was secured in the road. Crime Report No. 46/36649/23 - Posted 28/02/2023.

22/120 Minutes of Parish Council Meeting held on 7th February 2023

The minutes were **agreed**, after minor word changing in section 22/112 were made, by Cllrs and signed by the Chair.

22/121 Matters Arising (for information only)

Action Points review from 07-02-23.

Action Points	Actions	Clerk or Cllr	Completed or Agenda Item 07-03-23
AP1	Clerk to arrange replacement Defibrillator battery.	Clerk	Completed
AP2	Clerk to report to KCC drain dropped in Tonbridge Road.	Clerk	Completed
AP3	WSRA parking solution investigation.	Cllrs & Clerk	122c
AP4	Clerk to investigate gate latch not working – Safeplay quote.	Clerk	126b
AP5	Allotment Tenancy agreement to be updated.	Cllr Simons & Fielding	Completed
AP6	Contact KCC regarding Christmas decorations on streetlights.	Clerk	125a
AP7	Ground maintenance contractors informed of WPC decision.	Clerk	Completed
AP8	Tree inspection quotation required.	Clerk	126a
AP9	Obtain Safeplay report and Cllrs to review.	Clerk & Cllrs	Completed

22/122 Reports from Committees & Representatives on other bodies:

- a. **Finance and General Purposes** – None
- b. **Highways and Speedwatch** – Sunken drain in Tonbridge Road near Canon Lane now fixed. Speedwatch reports received and reviewed by Cllrs and David Merry to be invited to next Parish meeting to discuss the various options of speed guns available and their pro/cons.
AP1: Clerk to invite David to next meeting.
- c. **Watringbury Sports & Recreational Association** – Document sent to Cllrs from Cllr Tripp for discussion. Cllr **agreed** a separate closed meeting should be arrange between WSRA and WPC.
- d. **T&M Area Committee of KALC** – None received.
- e. **Parish Partnership Panel** – None received.
- f. **Cemetery** – Bushes will be cut this month before nesting season.
- g. **Allotments** – Tenancy contracts were **agreed** by all Cllrs with some minor word changes, Clerk will send revised versions to existing plot holders and request fees. **Proposes by Cllr Owen, seconded Cllr Wells.**
AP2: Clerk will contact allotment tenants and follow up.
- h. **Village Wardens** – Damage to CCTV Camera waiting parts, replacement gate post fixed. The status of the drobox's on the playing field to be checked and actions taken accordingly by WPC.
AP3: Clerk will contact Evergreen Rabbit control.

22/123 Policy Documentation Update

- a. **Communications strategy** – Document has been created and to be circulated for Cllrs approval.
AP4: Clerk to distribute to Cllrs to review for next Parish meeting.

The Watringbury WEB page has been modified to support access to these policy documents.

22/124 Finance

- a. Financial statement and bank reconciliation were **received** and **accepted**.

Account	Balance as of 31/02/23
NW Current Account	£ 200.00
NW Business Reserve Account	£ 129,973.62

- b. The following Payments made out of and at this meeting were **agreed**. Payments made by Direct Debit unless specified otherwise.

Proposed by Cllr Wells and seconded by Cllr Tripp.

Payments made out of meeting

Ref	Details	Amount	VAT*	Total	Auth
13-02-23	EE Limited - Feb	23.75	4.75	28.50	DD
14-02-23	Kent County Council Commserv - Stationary	16.88	3.38	20.26	DD
17-02-23	NPOWER – Street Lights	60.58	3.03	63.61	DD
27-02-23	Clerks Salary Jan 2023 + Office	---		---	DD
28-02-23	ONECOM February 2023	40.15	8.03	48.18	DD
28-02-23	Veolia February	160.58	32.12	192.70	DD

* VAT to be reclaimed

Payments for authorising at meeting

Cheque No	Details	Amount	VAT*	Total	Auth
4162	MR J Ibbs – Salary Feb 2023	---		---	MW & FF
4163	MR M Little – Salary Feb 2023	---		---	MW & FF
4164	Clerk – Printer Toner + Stationery + Stamps	97.56	17.99	115.55	MW & FF
4165	Clerk – The Defib Battery	309.99	62.00	371.99	MW & FF
4166	Safeplay – Operational Inspection Inv 23035	81.00	16.20	97.20	MW & FF
4167	Safeplay – Repairs and Renewals Inv 22618	545.00	109.00	654.00	MW & FF
4168	Andrew French Fencing – Gate Post	85.00	17.00	102.00	MW & FF
4169	Clerk – WPC Office PC	665.83	133.12	799.00	MW & FF

* VAT to be reclaimed

- c. Cllrs Wells and Cllr Fielding **agreed** to authorise the above payments.
- d. All application paperwork has been completed and submitted with UTB for online banking.
- e. Clerk requested quotations for an internal auditor for WPC. Cllrs have **agreed** to go with Lionel Robbins, he has been working as Institute of Internal Auditors (IIA) to parishes in Kent for six years and has completed over 400 audits. Prior to acting as IIA he was a parish clerk and a further twenty-five as a field auditor with the Audit Commission and its predecessor.
Proposed by Cllr Simons and seconded by Cllr Owen.
- f. Confirmation that £8,717.00 has been received from National Lottery Community Fund which will pay for 2 new springies, a double swing and a play panel to be installed within the existing play area. The main grant from the FCC Communities Action Fund will pay for new springies, swings, a roundabout, a see-saw, a play panel and a modular multi-play tower for the younger age groups to be located within an extension to the play area. The Parish Council would like to thank our third-party contributors and everyone who completed our play user's opinion survey.

22/125 Christmas Street Decorations 2023

- a. KCC street light team have been contacted and the initial feedback is that there will be considerable cost to initially set up. Npower will need to complete several surveys to calculate the current loading, the fitting of special sockets to the lamppost, the calculation of electricity usage and location of meters. In addition to this there will be a cost of the physical lights which need to be LED type to reduce consumption and running cost, plus WPC would have to arrange the fitting of the lights each year. The KCC representative is currently on holiday, so the Clerk has been unable to progress this request much further.
AP5: Clerk will continue to make enquiries.
- b. Cllrs **agreed** that any WPC provided street Christmas lights will only be in the vicinity of the Wateringbury crossroads.

22/126 Village Maintenance

- a. Two tree Inspection companies have been contacted for estimates to undertake a VTA assessment and to date only one quote has been received. Once more quotes have been received Cllr can consider actions.
AP6: Clerk to obtain more quotes.
- b. Cllrs and the Clerk have inspected the playground gate and believe the best solution is to concrete the entrance, to ensure the gate post and latch post stay at the same height. Safeplay have quoted to undertake this work but additional quotes have been requested.
AP7: Clerk to obtain alternative quotes.
- c. Cllrs have reviewed the Safeplay report completed in January and feel there are no major areas of concern. Recommendations include the steels ropes being taped to preserve their condition, areas of wear at the entrance points to be addressed and new playground operator signs at the MUGA. The existing roller-beam needs to be obtained, stored and refitted. Cllrs **agreed** to wait until the playground is refitted by Playdale, to address these points.
- d. WPC have received a request to unlock the gate next to Village Hall entrance to allow children to play in the area. Cllrs believe there are a number of safety reasons why access was restricted and that the situation has not changed. Cllrs **agreed** the gate should remain locked until these concerns are resolved.
- e. Cllr **agreed** to a new sign to be provided in the children's play area in QEII playing fields, as the current details are incorrect. Cllrs also **agreed** to a sign giving the location of the nearest Defibrillator to be fixed to the pavilion and additional location signs to be displayed in other areas of the village.
AP8: Clerk to order signs.
- f. Two bricks on the playing field pavilion steps were loose and considered a safety hazard, so arrangements have been made to have the step repaired by local company.
- g. Cllr Fielding reported that she had been in discussion with Sarah Hudson and the Wateringbury Pear Orchards Ltd. regarding getting the piece of land on Bow Road, between the Bridleway and no. 82 Bow Road, cleared of litter, vegetation and other debris. The Community Pay Back team will be coming to do the clearance and the Pear Orchards will be applying to Rostrum's Amenity Fund to get the dead wood chipped and some tree work done.

22/127 Correspondence

- a. The Clerk has received request to have a public discussion at the front of the agenda to allow resident to have a short open session at the beginning of the meeting. Cllrs **agreed** to trial this approach with a strict time limit of two minutes per item and keep the public discussion at the end of the meeting.
- b. A WPC logo has been designed for use on our documentation and media, Cllr **agreed** to the design and therefore to pay for the logo. **Proposed Cllr Owen and seconded Cllr Fielding.**
- c. Cllrs **agreed** for the Clerk to be given Admin rights to WPC Facebook page to enable Agendas and other relevant information to be posted. **Proposed Cllr Tripp and seconded Cllr Owen.**

- d. Drayhorse Meadow – Cllrs met with the tenant to discuss some ongoing maintenance of the property. Tenant reported damage to an internal fence from intruders who possible gain access via the overflow carpark. It was suggested that overhanging trees be cut back along the fence line both inside and outside the overflow carpark to create additional parking areas.

AP9: Clerk to obtain quote to repair internal fencing.

AP10: Clerk to contact BR regarding perimeter fence along rail sidings due to rabbit damage.

AP11: Clerk to request overhanging trees be cut back as part of ground maintenance contract.

22/128 Public Discussion

A member of the public complained about the damage to the Bus stops in Tonbridge Road and was informed by Cllr Hudson that she has been chasing KCC for several months. The delay in repair is due increased cost and lack of repair companies.

A member of the public complained about the multiple advertising on the garage forecourt making the area look untidy. There are many different classes of advertisement which are excluded from the direct control of the planning authority, one of these categories are advertisements displayed on enclosed land. These would include advertisements inside a railway station forecourt, or inside a bus or petrol station or sports stadium or shopping mall. Advertising of this nature is also not within the remit of WPC, as they are classed as removable advertising.

A member of the public raised the point that a complaint was made against a WPC Cllr and the complaint was upheld, the Cllr was asked to attend a training course, but has not attended due to personal reasons. The complainant was informed to take the matter up with T&MBC as the best course of action.

22/129 Close of Meeting

The meeting closed at 9.45pm.

22/130 Date of Next Meeting – Tuesday 4th April 2023 at 7.30pm

Cllr Wells

4th April 2023

Signed.....

Date.....