

**LAMBERHURST PARISH COUNCIL  
Minutes of the Annual Parish Council Meeting held on 10th May 2016**

**Members present:**

Cllr Denis Cruse	DC
Cllr John Uren	JU
Cllr John Francis	JF
Cllr Steve Cannella	SC
Cllr Clive Stott	CS
Cllr S Nicholas	SN
Cllr Bernard Bryant	BB
Cllr David Hurst-Brown	DHB

**In attendance:**

Barbara Uren (Parish Clerk)	BU
Chris Hamilton (Minutes Secretary)	CH
Francis Trew (Primary School Governor)	FT
1 member of the public	

**Welcome**

The Chairman welcomed the councillors and those in attendance to the meeting.

**A revised agenda was presented and adopted**

**1. ELECTION OF CHAIRMAN AND VICE – CHAIRMAN**

JF nominated DC as Chairman. This was seconded by JU and unanimously agreed. DC duly signed the acceptance of the role of chairman

JF nominated JU as Vice- Chairman. This was seconded by CS and all were in favour. JU duly signed his acceptance.

Councillors recorded their thanks DC and JU for all their work up until now. DC recorded LPC's thanks to Ian Mephram, the outgoing councillor, for all his work, and also to the clerk, the minutes secretary and the RFO. He welcomed SN as a new councillor and congratulated all others on their re-election.

**2. APOLOGIES FOR ABSENCE**

DHB had been to Dorset and had warned that he might be late or unable to attend. Rolf Smith was away.

**3. DECLARATIONS OF INTEREST**

SN declared her position as an employee of the High Weald Trust and wished it to be clear that any opinions voiced would be her own.

**4. APPOINTMENT OF OFFICERS, SUB-GROUPS AND REPRESENTATIVES**

The revised list was agreed and is attached as Appendix. It was noted that KALC held 4 meetings per year and 2 representatives might attend. DC thought each councillor might participate once every couple of years. SN noted that Clare Tester could help with Neighbourhood Planning and could be contacted through SN at High Weald.

*Item 10 on the agenda, School Access Improvements, was taken here but is recorded as item 10.*

**5. APPROVAL OF THE MINUTES OF 8<sup>TH</sup> MARCH 2016 AND APM OF 12<sup>TH</sup> APRIL**

These were both approved as a true record with no amendments

**6. MATTERS ARISING**

**A. FROM THE MINUTES OF 8<sup>TH</sup> MARCH**

**Pg.1 Flag**

The flagpole had arrived and would be up for June 12<sup>th</sup>

**Pg. 2 Sound Board at Hook Green**

SN was hoping that it would be completed very soon

JU reported that a common land walkabout would take place soon.

**Pg. 3 Path by Doctors' Surgery**

BU would deal with this shortly.

**Pg. 4 Mobile Library**

It was reported that the changes referred to in the consultation were to be implemented.

**Pg. 6 Traffic on School Hill and Speeds at Hook Green**

There was no further news at present

**Non –Performing Assets**

There was still no news from TWBC

**B. FROM THE APM**

It was felt that next time there should be fewer speakers.

Lamberhurst Community Cinema had sent an email asking for an initial loan, for the trial screening, of £400, to cover licence fees and a float, to be repaid after the event. DC proposed offering £300 as an initial loan and £100 as a non-repayable grant. (Section 137) Councillors thought this appropriate and it was agreed unanimously.

**7. ACCOUNTS**

**7a** The RFO presented a document detailing the system of internal control, which was accepted by the council.

**7b** JF read the Annual Governance Statement and related it to the practices of LPC. It received the approval of the council, at which point the chairman and the clerk signed the statement.

*DHB arrived at this point*

**7c** The council considered the Accounting Statements in section 2 of the Annual Report together with the detailed accounts.

**7d** The council resolved to approve the Accounting Statements

**7e** The chairman signed the Accounting Statements

**7f** JF proposed that Miss Samantha Wells be appointed external auditor. All agreed. DC asked for thanks to be passed on to her.

**7g** The period of exercise of the public right to examine the accounts would run from June 5th 2016 to July 15th. The Clerk would post information on the public notice board.

DC thanked JF for his work in dealing with the Annual Report

**8. PLANNING**

There was general discussion regarding an application which had been approved by the planners despite a recommendation of refusal from LPC.

**9. POST OFFICE CLOSURE**

LPC had written to the Post Office and the clerk circulated their reply. A temporary service of two mornings a week had been put in place whilst they

continued to work towards a longer term solution. Parishioners had addressed concerns to the clerk about the loss of the full time service and also worries that the village might lose the shop. LPC had no place in the ongoing business discussion but resolved to keep abreast of the situation and act in the future as appropriate, especially with regard to Post Office facilities.

**10. SCHOOL ACCESS IMPROVEMENTS**

Francis Trew reported that there had been a site meeting in January involving representatives from KCC, the school governors, Town and Country Housing and JU/BU. 3 alternatives had been investigated. The preferred option of the school governors was proposal 1, costed at about £9500. They had re-applied for a £5000 capital grant from Kent Education Authority which they were hopeful of obtaining, which must be spent before March 2017. They were, therefore, not yet fully sourced and were asking for the support of LPC when writing to Alex King to ask him to find the balance and also to project manage the works. If LPC supported this idea they would approach AK.

Some questions arose as to the proposed width of the access, the suitability of high kerbs as opposed to bollards and the need to discourage parking on and near the corner where children crossed. It was agreed that the proposal was excellent in principle and FT was given the full support of the council. FT agreed to write to AK, adding that a number of issues had arisen which needed to be discussed further at the appropriate time. FT would draft a letter and show BU before sending it. FT left the meeting at this point.

**11. CORRESPONDENCE**

**Item 1 UK Power Networks.**

This was noted

**Item 2. Kent Men of the Trees – Invitation to join the competition**

DC suggested that Mark Lawton, the Tree Warden, be asked to take them round if he thought it worthwhile.

**Item 3 Letter from resident regarding parking at Scotney Castle.**

DHB reported that with the drier weather the situation had improved but there were long term issues. SN agreed to contact John Musgrove, General Manager at Scotney Castle and explain that parishioners were concerned about the implications for the future, especially with the popularity of the Brown Trout and the increase in parked cars there. Scotney needed to have enough parking on site for all weather conditions.

**Item 4. Email from parishioner** with concerns over post office closure and also incidents at the build-outs at Church Road, requesting that these incidents be raised with the police. It was agreed that any parishioner who had any information regarding the perpetrators should contact the clerk about this potential hazard

**Item 5. Email from parishioner raising concerns over the surface and drainage of a common land parking area.**

It was noted that parishioners may obtain a licence to drive and park on common land but it was the responsibility of the parishioners concerned to make the land appropriate for that purpose and only then with the approval of the parish council. It was further noted that extensions to properties had been built out over the drainage ditch that used to be at this site. It was agreed that the clerk should reply to this effect, suggesting that the parishioner might like to work with other residents to solve the problem. They should then let the council know in writing what they intended to do to improve the situation.

**12. REPRESENTATIVES/ SUB- GROUPS REPORTS**

**Playground Group**

Nothing to report

**War Memorial Hall**

Nothing further to report

**Bowl Water**

Nothing to report

**Playing fields**

Nothing to report

**Buses/Transport**

Nothing to report

**Police**

Nothing to report

**Highways**

Nothing to report

**Footpaths**

Nothing further to report

**Flooding**

Nothing to report

**Housing**

Nothing to report.

**Common Land**

Nothing further to report

**Events**

**Queen's Birthday**

The proposed road closure had not been allowed but Greg Clark was taking up the case. SN had written a press release which she read to the council and would publish if it became necessary.

**Neighbourhood Plan**

Nothing to report

**KALC**

Nothing to report

**Business**

Nothing to report

**Website**

Nothing to report.

**School**

Nothing further to report

**MP Liaison**

Nothing to report

**Local Board**

Nothing to report

**Parish Chairmen**

Nothing to report

**13. ANNOUNCEMENTS FROM THE CHAIR / ANY OTHER BUSINESS**

DHB reported that he had tried to make contact with the parishioner who was interested in common land management but he was always very busy. It was now thought that he would be happy to play an advisory role but would not wish to be heavily involved with management. DHB reminded the council that he had pursued this previously and the council could have a professional

management plan drawn up for a fairly modest outlay, given the grants that he had been assured were available. He asked if the council could now agree to move forward with this. SN thought that the grant situation might well have changed and DHB would check if these were still obtainable. If so, the council agreed that he might spend up to £500 on the management plan.

DHB had had an indirect complaint from a resident at Bewl Lane about commercial signage near his house. This was not only increasing but constantly changing. The clerk stated that this was not a parish council matter. He would need to contact Highways England, as this was on a main trunk road.

DHB asked if there were any further information about the 'Call for Sites' initiative. It was thought that TWBC was now only looking at sites for local housing. DC agreed that LPC needed to think about this for the future and could suggest sites to TWBC, who could contact the landowners.

**14. EXEMPT ITEMS**  
**See separate page.**

**The meeting closed at 22.23 pm**

**The next meeting will be on July 19<sup>th</sup> 2016 (not on the 12<sup>th</sup>)**

## APPENDIX 1

### LAMBERHURST PARISH COUNCIL 2016/17 OFFICERS, SUB GROUPS & REPRESENTATIVES

**PROPER OFFICER:** The Clerk

**RESPONSIBLE FINANCIAL OFFICER:** John Francis

**MINUTES SECRETARY:** Christina Hamilton

#### **SUB GROUPS:**

**COMMON LAND/ALLOTMENTS:** *(With Authority to expend up to £500. + £1,500 in an emergency after consultation with Chairman or Clerk):* Cllrs. John Uren, David Hurst Brown, Rolf Smith, Bernard Bryant. Sam Nicholas, Clive Stott & the Clerk

**PLANNING:** Cllrs. John Uren, Rolf Smith, David Hurst Brown, Steve Cannella

**FINANCE:** RFO John Francis, Cllrs. David Hurst-Brown, Denis Cruse, John Uren & the Clerk

#### **EVENTS LIAISON:**

Cllrs. Sam Nicholas, David Hurst Brown, Clive Stott & Rolf Smith c/o Ian Mephram

**NEIGHBOURHOOD PLANNING** – Cllrs. David Hurst Brown, John Francis, Sam Nicholas & Denis Cruse - c/o. Christina Hamilton

**RECREATION FACILITIES:** Cllrs. R Smith, J Uren, S. Cannella

#### **REPRESENTATIVES**

**War Memorial Hall** – Cllr. Rolf Smith

**Police** – The Clerk

**Highways** – Cllr. Rolf Smith and the Clerk

**Housing** – The Clerk, Cllr Bernard Bryant *c/o Barbara Twiss (T & C Housing Rep.)*

**Bowl** - Cllr David Hurst Brown

**Footpaths** – The Clerk.

**Businesses** – Cllr. David Hurst - Brown

**Flooding** – Cllr. Denis Cruse

**KALC** – Chairman, Clerk & all councillors.

**MP Liaison** – Cllr Denis Cruse

**Website** – c/o Christina Hamilton

**Brewer Street Allotments** – *c/o Gerry & Peter Thraves (Non Cllrs)*

**Common Land & Tree Warden** – *c/o – Mark Lawton*

Tree Watchers - Christina Hamilton – *Hook Green, Free Heath*

Mick Watkins – *The Down and Gravel Pit*

