

**MINUTES OF THE FULL COUNCIL MEETING
HELD ON MONDAY 10th July 2017 at 7.30pm
IN THE RACKLIFF CENTRE LOWER GREEN ROAD**

Present:

Members Present: Cllrs, B Edwards (Chairman), A. Britcher, M Fraser, R. Benoy and K Punyer

Officer Present: C May (locum)

In Attendance: County Councillor James McInroy

Members of the Public: There were two members of the public present

1. **Enquire whether anyone present intends to film, photograph and/or record the meeting** - No-one present intended to film, photograph and/or record the meeting.
2. **Apologies for absence** – J. Blackburn, H. Duncombe, D. Smith, Borough (all holiday), J. Clark (previous engagement) and Borough Cllr J. Podbury (holiday)
3. **Declaration of Interests** – There were none
4. **Declarations of Lobbying** – There were none.
5. **Minutes** of the meeting held on 12th June 2017 were agreed, and it was **RESOLVED** that the Chairman signed them as a true record
5.2 Matters outstanding from these minutes (not listed as separate agenda items) **None**
5.3 Matters outstanding from previous minutes: Cllr Fraser said that the school sign had still not been reinstated. Cllr Edwards said this will be discussed under Highways.
6. **Session for County and Borough Councillors on matters concerning the Parish** – KCC Cllr McInroy reported that he had been in talks with Eugene Gardner and was hoping to allot a portion of his grant allocation to purchase a projector for the Rusthall Cinema.
7. **Committee Reports:**
 - Planning Committee meeting was held on 3rd July and the draft minutes were yet to be circulated.
 - The Allotment Committee meeting was held on 19th June and Cllr Benoy reported there were still problems with the locks so he had purchased combination locks for one gate as a trial run and if successful they would be installed elsewhere. He reported that he had cut some lower branches from a tree to prevent children climbing it to gain access. Cllr Fraser had received compliments from neighbours about the allotments. The Chairman noted the continuing problems.
8. **HWCAAG** – The Chairman deferred this item in the absence of Cllr Clark
9. **Tunbridge Wells Borough Open Space, Sport and Recreation Study** – A Town/Parish Council Survey. Cllr Edwards said that he would complete the survey on behalf of the Parish Council. There were a number of suggestions regarding the MUGA in Edward Street, which was now managed by KCC, and Cllr Edwards will advise Cllr McInroy who the contact at KCC is and he will make some enquiries. Suggestions included making it a skateboard park or installing a metal net (to prevent vandalism) for tennis. It was **RESOLVED** that Cllr Edwards complete the survey.

10. Highways – The Highways Committee met with the Highways Steward, Mark Osborne, on the 22nd June to discuss issues. Cllr Edwards said that he had found the meeting useful and that the Steward was able to complete minor repairs to pot holes from his van. He reported the following;

- Works at Lower Green Road bridge was to be done by KCC
- The Ivy on the wall of Dingley Dell was not a Highways issue
- The Steward will look in to the overhanging trees at the garages
- The 30mph ISS outside the office would be too costly to move
- Cllr Edwards will contact Matthew Balfour regarding the school sign at Nellington Road which had not been re-instated after 10 months

Cllr Edwards spoke of the problems of the Council was having requesting some additional double yellow lines and completing the appropriate Traffic Regulation Order (TRO). They had asked for a template or an example and help with the mapping but none was forthcoming. He asked the clerk how Speldhurst Parish Council had been able to obtain KCC help with their implementation of 20mph. The clerk replied that they had received assistance from an individual within the organisation who was helping them in addition to their normal workload and because of this progress was slow. They were also experiencing difficulties completing a TRO request but have been advised to complete it and send it in and see what happens. He agreed that there is not enough help from KCC for Parish Council funded improvements. He would speak to his contact and try and see if there is anybody able to help RPC.

Cllr McInroy said that the Highways Manager for Tunbridge Wells Area has moved on to a year's assignment and a new Manager was in place and her name was Lisa Gilham and suggested that she should be the point of contact.

11. Parish Policies: There were two updated policies that needed to be approved by Councillors and both had been circulated to Councillors in advance of the meeting. The clerk gave a brief explanation of the changes to both policies

- **Internal Financial Control System** – all changes were denoted in red and it mainly updated the use of electronic payments and credit cards along with other minor changes.
- **Model Standing Orders** – there were minor updates but Code of Conduct and dispensations 12e) which gave authority to the clerk to grant a dispensation was questioned. The clerk said he would review SPC's SOs and report back.

It was **RESOLVED** to approve both policies subject to clarification of 12e)

12. Chair's Report – nothing to report

13. Clerk's Report – the clerk advised that £3,040.81 VAT refund had been received

14. Diary Dates – Rusthall Village Association (RVA) meeting on 19th July at 7.30pm with talks by interesting parties including Sarah Lewthwaite, Community Warden

15. Accounts for Payment – to authorise the payment of invoices as listed below – it was **RESOLVED** to authorise the payments listed

16. Open session for questions from the public: There were no questions

17. Items for Information:

- a) Cllr Fraser reported that trees have been cut down by St Paul's Court where roots appear to have made the pavements buckle
- b) Cllr Britcher said that the RVA was holding a photo exhibition with cash prizes for pictures taken in the last year
- c) Cllr Benoy reported that the fete had made a profit of about £3-4,000 despite a bad start to the day with inclement weather

	ACCOUNTS FOR PAYMENT	July 10th 2017 ACCOUNTS	
Payee Name	Payment Type	Amount Paid	Transaction Detail
C PATTERSON	BACS	308.33	Grass Cutting June2017
BT	DD	50.41	Phone and Broadband
EE	DD	31.46	Mobile June
CLERK	SO	1114.72	Salary June
HMRC	300327	199.29	Tax/NI June
KALC	5599/BACS	216.00	CiLca Training
STEWARD SKIP HIRE	BACS	216.00	Skip for Allotment
KALC	5470/BACS	1319.93	Subs
LANGTON LIFE	R0220/BACS	100.00	Extra for Rusthall Life
SSE	DD	65.19	Gas
NATIONAL ALLOTMENTS	300326	67.00	Subs
A D CLEANING	BACS	69.00	Cleaning
URC	300328	30.00	Hall Hire
PWLB	DD	3,388.65	Loan on RC
RUSTHALL BONFIRE &FETE	BACS	250.00	Punch & Judy
BANK CHARGES	DD	18.00	Bank Charges
Total Payments		7443.98	