

Minutes of The Full Council Meeting held at The Rackliff Centre on

Monday 14th June at 7.30 pm

Members Present:

Cllr Liz Ellicott (Chair), Cllr B Edwards (Vice-Chairman), Cllr A Britcher-Allan, Cllr C Ducklin, and Cllr D Smith

Officers Present:

Mr K Watson and Mrs S Denne

In Attendance:

Kent County Cllr J McInroy and Tunbridge Wells Borough Cllr A Britcher-Allan

Members of the Public:

Five

- 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. To receive and approve apologies for absence**
Cllr M O'Callaghan and Cllr D Funnell
- 3. Declarations of Personal and Prejudicial Interests**
None
- 4. Declarations of Lobbying**
None
- 5. Minutes of the Annual Statutory Meeting held on 10th May 2021**
These were agreed, and it was **RESOLVED** that the Chairman signed them as a true record
 - 5.1 Matters outstanding from these minutes (not listed as separate agenda items):
None.
 - 5.2 Matters outstanding from previous minutes:
None.
- 6. Co-option of Councillors and Signing of Declaration of Acceptance**
Cllr Ellicott provided an overview of the interview process and thanked the four candidates for their applications and subsequent presentations. It was **RESOLVED** Cllr Aimee Taylor and Cllr Paul Gripper be elected and both executed their Signing of Declaration of Acceptance.
- 7. Open session for questions from the public:**
Mrs H Foster restated her desire to see pink warning lines be added to key roads of Rusthall when the 20mph zone is launched. Similar markings have been added in Paddock Wood and Parish Council Office Rackliff Centre 26 Lower Green Road Rusthall TN4 8TE

they have had a noticeable effect on reducing traffic speed. She confirmed our local Speedwatch team continue to conduct testing twice a week.

8. Session for County and Borough Councillors on matters concerning the Parish

Cllr McInroy acknowledged his pleasure at being re-elected and congratulated Cllr Britcher-Allan on being elected as our second Borough Cllr. He is currently working on several initiatives, including addressing the number of pot holes within TWBC, speed reduction programmes, supporting tree planting on verges and installation of an electric car charging point in Rusthall. He highlighted the challenges being faced by KCC with regards the number of unaccompanied asylum seeking children and the recent legal challenge to the Home Secretary in view of the unacceptable strain on resources, the potential impact on the children and the need for other County Councils to take responsibility.

Cllr Britcher-Allan confirmed she has been elected to the Commons Committee as Borough Councillor Conservator. In addition, she has been elected to serve on the TWBC Communities and Economic Development Cabinet Advisory Board and Audit and Governance Committee. She has recently dealt with several complaints from residents regarding TWBC removal of the public bench and bin at the top of Meadow Road. TWBC made the decision following numerous complaints over 5 years from the resident who owns the property which is located behind the bench and bin location and without any engagement of the Parish Council. It has been agreed, for now, TWBC will re-instate the bench and bin on the opposite side of the road. In addition, they will consider installing another bench next to the existing one in the High Street and have agreed to repair all the remaining benches and bins that have fallen into a state of disrepair. Cllr Britcher-Allan has also raised concerns with KCC regarding concerns from Southwood Road residents about the pavement repairs and the possibility of the existing brickwork being replaced with tarmac. KCC have agreed no existing brickwork will be replaced with tarmac. The junction of Ashley Park and Lower Green Road is dangerous and has been subject of numerous near misses and minor accidents. Cllr Britcher-Allan requested KCC consider installation of a mirror but this has been rejected due to the junction not meeting several criteria. It was approved that Cllr Britcher-Allan investigate costing for the Parish Council to install a mirror and seeking appropriate Planning Permission which KCC would support.

In view of Cllr Funnels' absence Officer Watson read out a prepared statement on his behalf. Cllr Funnell has continued to report to KCC an average of six pot holes per week and damaged pavements. He is currently working with three separate families who require larger Town & Country Housing properties, dealing with two cases of problem neighbours and looking into alleged various cases of planning law breaches. Cllr Funnell has been elected as Trustee to the St. Thomas Smythe Charity to represent the St Paul's Parish and also the Molyneux Almshouses who provide accommodation and financial help in poverty.

9. Southwood Road Rec

- i. Cllr Edwards provided an update on the visit to Jockey Farm hosted by one of the owners, Mrs J Rusbridge. He was accompanied by Greg Clark, MP, Speldhurst Parish Council and Alison Eardley, Planning Consultant who has been engaged by both Parish Councils. It was a constructive meeting and MP Clark acknowledged the challenges faced should the planned recreational development of the site go ahead.
- ii. Officer Denne confirmed our joint response with Speldhurst Parish Council, with regards inclusion of the Jockey Farm land in TWBC Local Plan, has been submitted with support from Alison Eardley. We will now need to wait for the outcome of the TWBC Public Consultation which closed 4th June 2021.

It was approved this will be included as an ongoing Agenda Item for the foreseeable future.

10. Neighbourhood Plan proposal: Cllr Britcher-Allan

Approval was provided for Cllr Britcher-Allan to explore funding available to support creation of a Neighbourhood Plan despite previous reservations due to cost, time taken to complete the Plan and the lack of development land within the Parish. It was noted the only real development could be at the old Tunbridge Wells Golf Club site.

11. Environment Committee

i. Cllr Britcher-Allan provided an overview of the new Committee and her desire to include residents to ensure all the needs of the Parish are captured. Cllrs Ellicott, Taylor and Gripper agreed to represent the Council and Cllrs Funnell and O'Callaghan are to be asked to join in view of their roles in the Highways and Transport Committee. Mrs J Blackburn, attending member of the public, expressed interest in joining the new Committee. Officer Watson is to include an article, requesting resident volunteers, in the next Rusthall Life publication and add interest requests to social media.

ii. Cllr Britcher-Allan thanked Cllr McInroy for supporting her request with KCC for installation of a car electrical charging point in Rusthall. KCC are currently offering Parish Councils the chance to install a charging point on Council owned land at a cost of £360pm with a five-year contract, 30% of the income stream comes back to the Council. Two sites were identified as potential, the extra-large verge near Southwood Road allotments and the land behind The Rackliff Centre. In view of the Transfer Deed limitations which governs use of the land behind The Rackliff Centre the site at Southwood Road was approved. Cllr Britcher-Allan will register our interest with KCC and provide details of our preferred site.

iii. Cllr Britcher-Allan advised Cllr O'Callaghan is looking into siting a new bicycle stand at the top of Hill View Road on the land owned by Cheese Pizza, or as an alternative, at the top of Manor Road on land owned by One Stop. Officer Watson is to investigate the current land owners for Cheese Pizza.

12. KALC Community Awards Presentation

Cllr Ellicott presented the 2020 Award to Mrs R Rodwell for her services to the Rusthall Lunch Club since inception sixteen years ago. Mrs Rodwell advised they stand ready to re-commence the Club in September 2021, COVID-19 restrictions permitting. Cllr Ellicott presented the 2021 Award to Cllr Britcher-Allan for her services to the Community Larder, Rusthall Village Association, Rusthall Volunteers Group (COVID-19 home delivery support) and Rusthall Community Arts.

13. Chair's Report

Cllr Ellicott advised the new Chilston Clinic sign on Rusthall Road has been erected without Planning Permission or permission from the Common Conservators. They have been contacted to request retrospective Planning Permission as soon as possible. To support Tunbridge Wells in Bloom our hanging baskets have arrived and will be erected in the High Street this week. The Allotments Committee summer BBQ is schedule for Sunday 18th July 2021, 2pm start at Southwood Road allotments and Officer Watson is to contact all plot holders to provide details, including prizes. The archaeological dig in Rusthall by Nigel Stapple continues with very interesting finds and Cllr Ellicott encouraged everyone to visit the site.

14. Deputy Clerk Vacancy

In view of Officer Denne's plan to retire it was approved her role can be advertised as soon as possible. The role will be part-time, initially for fifteen hours per week.

15. Clerk's Report

- i. The switching of roles between Officer Watson, now Clerk and Officer Denne, now Deputy Clerk was approved. It was approved that Officer Watson is to enjoy the same delegated authority limits as Officer Denne, including approval of expenditure of up to and including £250 without the need to seek Cllrs approval. Officer Watson is to progress appropriate bank mandate changes, including adding Cllr Britcher-Allan and Cllr O'Callaghan as Approvers for Unity Trust Bank payments away. Cllrs Ellicott and Edwards are already Approvers but our Internal Auditor recently referenced the need to expand the requirement to a minimum of four councillors.
- ii. Officer Watson advised the Transfer Deed governing the site in Salomons Road has been received from HMLR and confirms it cannot be used as a commercial car park. Further, any development of the land and subsequent sale requires 100% of the proceeds to be returned to TWBC. Cllr Edwards has office copies and will discuss the next best steps with a local solicitor agreed previously when the site was closed due to illegal parking.

16. Deputy Clerk's Report

- i. Officer Watson requested all Cllrs ensure they have business travel included within their own motor vehicle insurance and they should confirm this is the case in due course.
- ii. Officer Watson provided an overview of Operation London Bridge (UK planning for death of our Monarch). It was agreed the Parish Council will co-ordinate Rusthall's response and a Working Party will be set up to include the churches, clubs, etc. Cllrs Ellicott, Smith, Britcher-Allan and Taylor will represent the Council.
- iii. In view of the substantial increase in social media use it was agreed all future Meeting Agendas and Minutes, published on our web site, will be linked on Facebook and Next Door. Instagram and Twitter will be considered for the future.

17. Finance

- i. The Capel Groundcare additional maintenance cost for the unregistered land at Velley Road, £333.50 until April 2024, was approved.
- ii. The repair cost for The Rackliff Centre front door lock from SJ Osborne of £46.17 was approved. Further, as the missing set of front door keys have not been located, approval was given to for Officer Watson to request SJ Osborne replace both locks and provide six sets of new keys at a cost of £92.
- iii. In view of the Officer role changes it was agreed Officer Watson, Cllr Edwards and Cllr Britcher-Allan will be the future emergency alarm callout representatives.
- iv. The purchase of nine Cllr tablets was approved at a cost of £1400 with an additional £324pa for Kaspersky security.
- v. Our new confidential waste collection services provided by Simply Shredding was approved at an initial cost of £150 and estimated collection cost of £15 per quarter (20 bags).
- vi. It was approved that Living Forest Ltd will complete all the remedial tree work required on the site at Salomons Road at a cost of £2439. This will negate additional callout costs should they complete the works in three tranches as originally planned.
- vii. Renewal of the Gatwick Airport Noise Monitor at Southwood Road allotments was approved. This will provide £1000 income over the next two years.

18. Diary Dates

Cllr Ducklin is to arrange the next Highways and Transport Committee Meeting and Officer Watson will confirm in due course.

The Allotments Working Party is due Wednesday 7th July 2021 730pm at The Rackliff Centre.

19. Accounts for Payment – to authorise the payment of invoices as listed below
Approved.

20. Items for Information

Cllr Edwards confirmed plans for the Bob Doe Memorial plaque are proceeding and the ceremony is scheduled for Saturday 18th September 2021 as this is only three days after Battle of Britain Day 2021. Cllr Gripper expressed his disappointment at the regularity of the overflowing High Street bins particularly at weekends and Bank Holidays. Cllr Britcher-Allan confirmed this is TWBC responsibility and has been raised previously, she will however raise again in view of her work with TWBC regarding Agenda Item 8. Cllr Britcher-Allan advised the normal litter pick by Rusthall Voluntary Association is currently on hold due to COVID-19 and there are no plans to change the Community Larder in view of its success. Cllr Taylor agreed to write the next Rusthall Life magazine article for the Parish Council.

Date of Next Meeting – 12th July 2021

The meeting closed at 902pm

E. Allcott
..... Chairman
Dated .. *12th July 2021*

ACCOUNT PAYMENTS

14-Jun-21	B/P to: HMRC CUMBE	HMRC	-466.31	
14-Jun-21	B/P to: K. Watson	MAY ADJ SALARY	-303.54	
14-Jun-21	B/P to: S J Denne	SALARY ADJ MAY	-32.12	
14-Jun-21	B/P to: Rialtas	Software Accounts	-148.8	
14-Jun-21	B/P to: KCC	Licence	-30	
14-Jun-21	B/P to: Langton Life L	Rusthall Life	-500	
11-Jun-21	Plot Holder	Allotment Rental		58.78
10-Jun-21	Direct Debit (PUBLIC	Loan	-3,388.65	
09-Jun-21	Direct Debit (NEST)	Pension	-107.48	
08-Jun-21	HMRC VTR	VAT Refund	3,135.02	
03-Jun-21	Direct Debit (SOUTH	Utilities	-81.41	
01-Jun-21	S/O to: Microshade B	Computer Hosting	-164.98	
01-Jun-21	Direct Debit (EE LIMI	Mobile Phones	-47.64	
28-May-21	B/P to: KALC	Training	-60	
28-May-21	B/P to: KALC	Training	-16.8	
28-May-21	B/P to: S J Osborne	Door Lock Repair	-65	
28-May-21	B/P to: Simply Shred	Shredding	-150	
28-May-21	Plot Holder			45
28-May-21	S/O to: S J DENNE	SALARY 2020 2021	-1,390.16	
26-May-21	S/O to: KJ & CR Wats	SALARY RPC	-571.74	
24-May-21	Direct Debit (BT GRO	Phone/Broadband	-67.64	
20-May-21	Plot holder	Aallotment Rental		58.75
20-May-21	B/P to: K. Watson	BACK DATE SALARY	-473.6	
20-May-21	B/P to: S J Denne	BACKDATED SALARY	-64.24	
20-May-21	B/P to: K. Watson	PADLOCK X2	-35.14	
20-May-21	B/P to: Mr G Brown	GTW-234-RPC	-60	
20-May-21	B/P to: S J Denne	CLEANING	-40	
19-May-21	Plot Holder	ALLOTMENT Rental		58.75
18-May-21	B/P to: Signal UK Ltd	Sign for Larder	-43.2	
18-May-21	B/P to: Simply Shred	Shredding	-150	
18-May-21	B/P to: K. Watson	PADLOCK	-35.14	
18-May-21	Direct Debit (LLOYDS	Corporate Card	-147	
18-May-21	Direct Debit (CASTLE	Utilities	-208.59	
17-May-21	B/P to: HMRC CUMBE	HMRC	-404.11	
17-May-21	B/P to: m:power accc	Pay Roll	-250	
			-6368.27	221.28