

# HILDENBOROUGH PARISH COUNCIL

60 Knowsley Way \* Hildenborough \* Tonbridge \* Kent \* TN11 9LQ

telephone: 01732 832367

email: [Clerk@hildenboroughpc.kentparishes.gov.uk](mailto:Clerk@hildenboroughpc.kentparishes.gov.uk)

website: [www.hildenboroughpc.kentparishes.gov.uk](http://www.hildenboroughpc.kentparishes.gov.uk)

12 January 2017

Members of Hildenborough Parish Council are summoned to the Parish Council Meeting to be held on **Wednesday 18 January 2017 at 7.30pm** in the **Margery Finzi Room**, at the Village Hall, Riding Lane.

*Pam Gow*

## PARISH COUNCIL MEETING AGENDA

### WEDNESDAY 18 JANUARY 2017

1. Apologies and reasons for absence
2. Declaration of Personal or Prejudicial Interests
3. Declaration of gifts and hospitality
4. Minutes of the Meeting held on 21 December 2016 for agreement and signature if a true record.
5. Matters arising from 21 December 2016 not covered elsewhere in the agenda

#### 6.1 FINANCE

##### 6.1.1 Account Balances as at 31 December 2016

Business Money Manager	£13,558.65
Current Account Statement	£12,331.69
Business Reserve Account	£37,009.22
Business Money Manager II	£3,173.77
<b>Total</b>	<b>£66,073.33</b>

##### 6.1.2 Payments made since 24 November 2016

Date	Cheque No.	Payee	Reason	Amount (£)
21 Dec	102736	Coolings	Replacement tree Village Green	274.27
21 Dec	102737	PFL	Street lighting repairs	54.00
23 Dec	102738 – 102740	Employee related	Salary, expenses, NI + tax	1,319.87
21 Dec	102741	Commercial Services	Maintenance contract	2,338.74

##### 6.1.3 Income received during December 2016

Date	Organisation	Reason	Amount (£)
8 Dec	Veolia Environmental Trust	completion of grant	5,000.00
31 Dec	HSBC	interest	0.69

##### 6.1.4 3<sup>rd</sup> Quarter Account (Appendix 1)

##### 6.1.5 Budget 2017/18 (Appendix 2)

##### 6.1.6 Internal Audit Interim Report

##### 6.1.7 Future payments to HMRC

##### 6.1.8 to consider quotations for insurance cover 2017/18

##### 6.1.9 Review of assets and financial risk assessment

##### 6.1.10 Review of Financial Regulations

##### 6.1.11 Any other financial matters

#### 6.2 OPEN SPACES

##### 6.2.1 Hildenborough Activity Zone

##### 6.2.1.1 Update on snagging issues on Trinity Cycle and Zip wire

- 6.2.1.2 Future development in support of Activity Zone**
- 6.2.2 Report on project with Pay-Back Team Leader**
- 6.2.3 Update on Pavilion meter reading**
- 6.2.4 Red phone box adoption**
- 6.2.5 Recommendations from Open Spaces Committee to the Parish Council:**
  - The lowest quotation for grounds maintenance for 2017 is accepted
  - The new play equipment is included in the insurance cover for 2017 at an extra cost of £218 for one year
  - The quotation is accepted to extend the CCTV coverage of the Activity Zone by erecting a second camera on the column
  - The Litter Picking team should be regenerated, if possible as part of the Litter Picking weekend to be organised by the Borough Council at the beginning of March.
- 6.2.6 Managing the Village Green**
- 6.2.7. Any matters other arising from the Minutes of the Meeting held on 4 January 2017**

### **6.3 PLANNING**

#### **6.3.1 Applications received**

None to date

#### **6.3.2 Members of P.C. attending Site Meetings**

#### **6.3.2 Planning Application TM/15/03345/FL to Area 1 Planning Committee**

#### **6.3.3 Any other planning business**

### **6.4 Churchyard agreement**

## **7. Reports (for noting) from representatives on outside bodies**

### **7.1 Community Safety Partnership Representative**

### **7.2 Parish Partnership Representative**

### **7.3 Village Hall Representative**

### **7.4 Highways Coordinator**

7.4.1 Cycle path Longmead to Tonbridge Station

7.4.2 Speedwatch Scheme

### **7.5 Parish Council Public Consultation (Farmers' Market)**

7.5.1 Feedback from 9 January

7.5.2 Attendees 14 February

## **8. Correspondence (Appendix 3)**

### **8.1 Correspondence requiring action not covered elsewhere**

### **8.2 Matters arising from other incoming and outgoing correspondence**

### **8.3 Correspondence awaiting reply**

## **9. Lighting**

### **9.1.1 Update on repairs**

### **9.1.2 Lighting report**

## **10. Twitter and Facebook Accounts**

## **11. Publication of Tales from a Kent Village**

## **12. AOB**

The Chairman to move that the press and public to be excluded from the remainder of the meeting.

**PART II – CONFIDENTIAL ITEMS**