

**Minutes of the Meeting of the Parish Council of Eynsford, held on
Thursday 17th December 2015, at the Parish Office, Priory Lane, Eynsford, at 8 pm.**

8012 PRESENT

Members Present

Mrs S Boyle (Chair)

Mr A Cooke

Mrs A Cornwell

Mrs T Durrant

Mrs F Haxby

Mr G Kirby

Mr P Ward

Other Officials Present

Mr R Gough (County Councillor) – via conference phone 8.55pm – 9.11pm.

Clerk in Attendance

Mrs H Ivaldi

8013 APOLOGIES FOR ABSENCE

Mr M Richardson

Mr M Horwood (District Councillor)

PCSO Darling

8014 CHAIRMAN'S REMARKS

Mrs Boyle thanked all the members for their support over the last year. She noted that there would be no Surgery to be held on Saturday 26th December, and asked the Clerk to put up a notice to explain this.

8015 CLERK'S COMMENTS

Mrs Ivaldi noted that the parish office would only be open for two days over the Christmas holiday, and that details would be posted online and on the door.

8016 GOVERNANCE

a) Declarations of Interest

None.

b) Minutes of Previous Meetings

The minutes of the last full council meeting the 17th November 2015, were presented for approval.

RESOLVED: That on page 185 (public questions), the word ‘council’ is changed to ‘castle’ in the sentence ‘...flooding behind the castle..’. That, apart from this correction, the minutes are accepted as a true and complete record, and that the recommendations are approved.

c) Finance Notes

The clerk submitted a list of accounts, and a budget report, for November 2015, as per Appendix A.

RESOLVED: That the accounts are approved and payments made.

d) Outstanding Actions

Councillors discussed items listed that had been outstanding for three months or more.

- September 2015 actions re the pedestrian gate at Edwards Hall: Ownership of the access road had been identified as the parish council; quotes had been sought to fill the large potholes; other actions were ongoing.
- September 2015 – Loos for All – the Clerk had been carrying out further research including a request via KALC. Once the information was available this would be discussed at another meeting.

RESOLVED: That all of the outstanding actions are pursued.

e) Adoption of Non-Pecuniary Interests (NPIs)

Councillors were asked to agree whether they wished to complete and adopt a list of Non Pecuniary Interests (NPI) which would be registered with the Monitoring Officer. Councillors were informed that the completion of NPI forms was not required, but was considered to be good practice.

RESOLVED: That councillors complete the NPI forms and that those that have been completed are adopted by the council, forwarded to the Monitoring Officer and published as required.

f) Winter Newsletter

Councillors were asked to agree articles to go into the Winter newsletter, due out in January 2016. In addition, the Twinning committee had requested permission to insert a flyer at their own cost.

RESOLVED: That the insertion of a flyer by the twinning committee is agreed. That the following articles are sought:

Annual Parish Meeting advert and information (Mrs Ivaldi & Mrs Cornwell)

Paramount Development (Mr Kirby)

Budget for 2016-17 (Mrs Boyle and Mrs Ivaldi)

Goodbye from Community Warden (Steve Armstrong)

Darent Valley Landscape Partnership (Rick Baynes)

Local Library Service (Janet Davies)

Volunteer Centre (tbc)

Allotments (Mrs Durrant)

Meet your Tree Wardens (Mr Baker and Mr Gee)

g) Postcode Change

Following additional information received, councillors were asked to make a decision about whether to continue to pursue their research into changing Eynsford's postcode.

RESOLVED: That this project is not pursued and that Farningham Parish Council is informed of our decision.

h) Guidelines for Use of Debit Card

Councillors were asked to approve suggested guidelines to allow the Clerks use of a debit card for council expenses where invoicing is not possible. This would involve setting up a separate bank account for use with the debit card with a £200 limit with the Clerk as an additional signatory alongside councillors. The Financial Regulations would set out the required controls.

RESOLVED: That the new guidelines are agreed. That a new account is set up as described. That the Clerk updates the relevant Financial Regulations to be brought back to the next meeting. That Mrs Durrant is thanked for her work on this.

i) Social Media Policy

Councillors were asked to approve the new Social Media Policy that had been drawn up.

RESOLVED: That a sentence is added making clear that councillors' opinions are their own and not necessarily that of the council. That the revised policy is brought back to the council to approve. That the clerk pursues setting up 'council' email addresses for councillors who require one.

j) Change of Meeting Date

Councillors were asked to formally approve the change of meeting date from February 18th to February 25th 2016, as discussed at the committee meeting.

RESOLVED: That the meeting date is changed to 25th February 2016 and advertised.

k) Appointment of a Member of the Planning Committee

Councillors were asked to appoint Mr John Gee as a non-councillor member of the Planning Committee in his role as Deputy Tree Warden.

RESOLVED: That Mr Gee is appointed to the Planning Committee.

l) Precept Information

Councillors were advised of the following information in the precept letter from Sevenoaks District Council:

The 'Tax base' of a Parish area is calculated by converting all banding and discount figures to 'Band D equivalents', together with an allowance for non-collection. The final figure represents the amount of tax that would be raised by the levy of £1 in band D. For instance, if a Parish has a tax base of, say, 2000 and issued a precept of £16,000, then the Parish's part of the tax for a two or

more adult household in band D would be £8. (It is calculated that this would be £77.42 for Eynsford).

The parish element of the total council tax bill for a property is now shown separately on the bill. The percentage change from the previous year is also shown.

The tax base for Eynsford for 2016/17, based on the valuation list and occupancy information on 1st December 2015 has been estimated to be 924.22.

RESOLVED: That the information is noted.

8017 PLANNING

a) Planning Committee 7th December 2015

Minutes of the above meeting were circulated to all councillors for approval, as per Appendix B.

RESOLVED: That the minutes are accepted as a true and complete record, and that the recommendations are approved.

b) Notifications of Planning Consents/Refusals Received from Sevenoaks District Council

SE/15/02733/HOUSE – 61 Pollyhaugh – GRANTED

SE/15/03047/HOUSE – 23 Pollyhaugh – GRANTED

SE/15/03169/HOUSE – 65 Saddlers Park – REFUSED

SE/15/02757/HOUSE & SE/15/02758/LBCALT – The Lodge, Shoreham Road – GRANTED

SE/15/03209/FUL – Castle Hotel – High Street - GRANTED.

8018 HIGHWAYS & TRANSPORTATION

a) Highways & Transportation Committee 7th December 2015

Minutes of the above meeting were circulated to all councillors for approval, as per Appendix C.

RESOLVED: That the minutes are accepted as a true and complete record, and that the recommendations are approved.

8019 COMMUNITY & ENVIRONMENT

a) Police Report

None Available

b) Darent Valley Landscape Partnership

Notes has been circulated from the recent meeting councillors had with Mr Rick Bayne from the Darent Valley Landscape Partnership. Councillors were asked to agree any actions. Mrs Boyle briefly summarised the meeting and suggested that the main action was to suggest ideas for circular walks in and around Eynsford to Mr Bayne.

RESOLVED: That the Tourism Project Group discuss and collate circular walk ideas at their January meeting and that these are forwarded to Mr Bayne as soon as possible..

c) Donation to the Woodland Trust

Councillors were asked to consider making a donation to the Woodland Trust. Membership was £36 (last year it was £33).

RESOLVED: That membership is renewed and £36 is donated from Regular Donations, Section 137.

d) Donation to Farningham & Eynsford Local History Society

Councillors were asked to consider a request for funding from FELHS towards the cost of conservation envelopes to store archive materials. No amount had been specified.

RESOLVED: That a donation of £60 is made from Ad Hoc Donations, Section 137.

e) Donation to the Volunteer Centre

Councillors were asked to consider making a donation to North West Kent Volunteer Centre for the training of volunteers to carry out befriending, transport to medical appointments and gardening help.

RESOLVED: That £100 is donated from Ad Hoc Donations, Section 137.

8020 RECREATION

a) Recreation Committee 7th December 2015

Minutes of the above meeting were circulated to all councillors for approval, as per Appendix D.

RESOLVED: That the minutes are accepted as a true and complete record, and that the recommendations are approved.

At this point, 8.55pm, the meeting was opened up to questions from the public (Appendix Q). Mr Gough called in via conference phone during this period from 8.55 – 9.11pm. The meeting resumed at 9.11pm.

The meeting of the council closed at 9.11 pm

Chairman: 21st January 2016