

RIVERHEAD PARISH COUNCIL
September Minutes 2023

Meeting of the Riverhead Parish Council held at 19.30 hours on Monday 18th September 2023.

1. PRESENT:

Mrs Collins (Chairman), Mrs Kennett (Vice-Chairman), Mr Colnet, Mr Croucher, Mrs Gallagher, Mr Smith and Mrs Stewart.

Also present: Mrs Estefani (Clerk), Cllr Bayley SDC, Cllr Graham Clack SDC, Ms Pam Garratt and two Riverhead residents.

Apologies accepted: Mrs King (Vice Chairman)

Not present: Cllr Chard KCC.

2. DECLARATIONS OF INTEREST

- Cllr Stewart for paint samples for VH costs Total £24.41, for Toolstation £2.41, and for Screwfix Direct Total £9.91 for mouse traps for VH.
- Cllr Colnet for invoices paid to Colnet Construction Ltd for materials and labour for VH redecorating Total £398.41 and £589.82.
- Cllr Croucher for Brewers invoice for VH paint Total £184.85 and £305.60, clocks for VH Total £30.00 and M&S invoice for refreshments for Board on Sunday for a total of £24.05 (this last receipt to be funded with grant monies).
- Mara Estefani expense of Total £30.00 for cash float provided for the Scouts Carnival.
- No other declarations of Interest.
- Nobody aware of any breaches of GDPR.

3. MINUTES:

The minutes of the meeting held on Monday 17th July 2023 had previously been circulated and were approved and signed.

4. Reports from District/County Councillors

Cllr Clack updated the council regarding a scheme to distribute asylum seekers fairly across the country. The 'fair allocation' model means the Sevenoaks District could be allocated 86 asylum seekers between now and the end of the year.

Cllr Clack also informed the council about an increase in salaries in SDC. The council finds itself with a £1.386m annual budget gap which has not been helped by inflationary pressures following the pandemic and salary increases for staff above the budgeted level.

Cllr Bayley informed the council about the bus route proposed by SDC to link Sevenoaks to Princess Royal Hospital (via Riverhead).

5. MATTERS FOR REPORT

a. Action points outstanding from previous meeting:

Committees and sub-committee to send Mara the minutes from previous meetings to update new chairs and members please. Also I need them to know what has been decided.

b. Highways

Street lights

- Streetlights has sent their Service Inspection report, which confirms that some remedial work is required. Highways will be discussing this this week at their meeting and will report back. All approved by Show of hands quote of £1,105 + Vat. to paint the 17 columns: 10, 14, 22, 23, 40, 52, 62, 70, 73, 76, 78, 82, 83 & 93 (14, 52 & 62 are Cast Iron).

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Footpaths and pavements

- Nothing to report.

Street furniture

- Simon Hawkins from KCC was called on the 14th Sept to Riverhead where someone had driven into three of our planters along the central reservation between the 30MPH dual carriageway section, leaving soil on the carriageway. He cleared the carriageway and some residents cleaned up the soil/plants from the central reservation. A working party will be arranged to clear the area. CK to order new planters.
- Nothing to report on street furniture.

Traffic and local parking

- Chris very kindly painted all the lines of the parking bays at St Marys Church allocated for RPC that had faded. Thanks Chris, it was a great job and it only costed £11.55 in spray paint. However, Toni re-did them afterwards as there was some miscommunication. The bills for this job have added up to £273.18.

Local business and services:

- E-Watch reports:
A21 Sevenoaks By-pass in *Riverhead* - Between 23:00 on Tuesday 22nd of August and 09:00 on Wednesday 23rd of August. Somebody stole a white Suzuki Carry, YF05***, from a layby on the A21 near Weald roundabout. Crime Report No. 46/151794/23

c. Village Hall

- **Safety Checks** – Alan confirmed that all had been done.
- Village Hall sub-committee will discuss and update regarding the broken notice board at the next meeting.
- VH will also report back the decision regarding the broken blind.
- An up- to - date copy of the VH budget was sent to VH team as it shows the budget for some areas has been overspent or nearly spend for the year (being only 1Quarter into it) which is alarming. Colin is going to check electricity bills as Mara raised concerns about the huge increase since last November. Colin will update at the next meeting.
- Shirley will look into the DH&SC: Defibrillator Fund and will update at the next meeting.
- Everyone very pleased with the new look of the Village Hall after the fresh painting and new equipment/signs installed.

d. Parkland

- Sevenoaks Town East to West Walking, Wheeling and Cycling Route. LCWIP. The dates that SDC/KCC sent for a meeting were not possible to attend. Irene requested and spoke to Carlyn from KCC on Friday after being asked for our views that they needed by today for the JTB. Irene informed her that we had requested and needed more detailed and up to date information so could not comment. Irene have asked them to inform us of time scale, types of lighting, where they would require to cut down vegetation and trees, we would then need to go out to our residents. Irene also pointed out that it was not appropriate to land a small PC with all the ongoing costs. Also, RPC have events in the Parkland that need to be taken into account.
- Phil volunteered to cut brambles and tidy areas in the Parkland – Thanks to Phil, Parkland has saved £800 in budget. RPC to re-assign these funds at the next finance meeting.

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- Shirley suggested covering the potholes and muddy area with eco- friendly gravel to make the natural paths more accessible for buggies and mobility scooters.
- No updates from the last working party as Clive and Janice are both away on holiday.
- Chris has agreed with C. Stewart to change the positioning of the gate to make the opening accessible for mobility scooters and push chairs Thanks Chris for this great solution that will cost very little compared to the alternative kissing gates quoted. RPC wants to thank C. Stewart for volunteering to do this job for nothing.
- No other issues to report or questions on the Parkland.

e. Allotments & Open Spaces

- No news from DMB.
- Daryll has been appointed to install new fencing but he won't be available until October half term. He has placed some warning signage to alert people in the area and avoid potential falls.
- We have a new tenant for plot 4 on Broadmead but he won't be able to work on this plot until Spring 2024.
- No further issues or questions on Open Spaces.

f. Communications

- Community Survey – it was decided that Communications sub-committee would arrange meeting and put something together to discuss at full council. They suggest creating a sub-committee to run this project. Phil to coordinate and copy Mara in correspondence.
- Communications sub-committee to look at how RPC contacts residents eg updating residents groups, finding out who is admin on the various WhatsApp groups, etc. Comms sub-committee to look into this and report back.
- Nothing to report or questions on Comms.

6. NOTIFIED ITEMS

- a. Motion to fund Riverhead Infant School's Forest School project from Reserves for a total of £10,340. LGA 1972 s137.**
Vote by Show of hand: approved by All.
- b. Motion to donate £1,320 funds received from the Parish Council Community Cost of Living Support Grant to Riverhead Infant School. LGA 1972 s137.**
Vote by Show of hand: approved by All.

7. FINANCE COMMITTEE

- a. Review and approval of invoices for payment.
- List of payments over £500:
 - EoN trading as Npower July bill - Total £860.55 for street lights electricity.
 - EoN trading as Npower August bill - Total £886.08 for street lights electricity.
 - Colnet Construction – Total £988.23 for materials and labour of VH works.
 - TGA Decorators – Total £2,488.80 for labour painting VH.
 - Middlesex Flooring – Total £822.60 for office new floor.
 - Tilbuty Tree Care – Total £1,110 for tree surgery works in Alison's Garden and Allotment.
 - The list of payments has previously been distributed. Total Payments since the last meeting is £14,050.31.

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- Total Income received since last meeting £2,520.30.
The list of receipts has previously been distributed.
 - b. Grant/funding applications – this will be overseen by Phil. Please communicate with him and copy Mara in any applications.
- No other issues to report or questions on Finance.

8. PLANNING COMMITTEE

- Planning applications reviewed in the month were:
23/02220/FUL- 46 Longmeadow Riverhead Sevenoaks Kent TN13 2QY.
23/02334/HOUSE - 6A Orchard Road Riverhead Sevenoaks Kent TN13 2DX.
23/00035/RFPLN – 112A Chipstead Lane Riverhead Sevenoaks Kent TN13 2AQ.
23/02290/HOUSE - 67 Marlborough Crescent Riverhead Sevenoaks Kent TN13 2HL.
23/02418/FUL – Ben Hards Salon & Spa, 1 The Square Riverhead Sevenoaks TN13 2AA.
23/02334/HOUSE - 6A Orchard Road Riverhead Sevenoaks Kent TN13 2DX.

9. CORRESPONDENCE

A list of general correspondence has been distributed in the meeting room.

10. CLERK'S OFFICE

The laminator broke down and a new one needs to be ordered. Mara thinks a small A4 is enough for the use we do. Print out with details available. A4 GBC Inspire laminator for £32.99 approved for purchase.

Pam Garratt is Co-opted to join the Council. Pam to sign Declaration of Acceptance of Office at the RPC October meeting.

The meeting closed at 9.18pm