

RIVERHEAD PARISH COUNCIL

October Minutes 2023

Meeting of the Riverhead Parish Council held at 19.30 hours on Monday 16th October 2023.

1. PRESENT:

Mrs Collins (Chairman), Mrs King (Vice Chairman), Mr Colnet, Mr Croucher, Mrs Gallagher and Mr Smith.

Also present: Mrs Estefani (Clerk), Cllr Chard KCC, Cllr Bayley SDC, Cllr Graham Clack SDC, Ms Pam Garratt and 1 Riverhead resident.

Apologies accepted: Mrs Stewart, Mrs Kennett.

2. DECLARATIONS OF INTEREST

- Michele Mason expense of Total £6.49 for toilet rolls for the Village hall.
- No other declarations of Interest.
- Nobody aware of any breaches of GDPR.

3. MINUTES:

The minutes of the meeting held on Monday 18th September 2023 had previously been circulated and were approved and signed.

4. Reports from District/County Councillors

Cllr Nick Chard reported that:

- Funding for new bus route has been approved. The new route will link Sevenoaks-Riverhead with Princess Royal Hospital, Orpington.
- After several complaints about speeding in the A25, KCC has agreed to start speed camera trials. The A224 has been suggested as potential route for trial. This could help reduce speeding in Riverhead and Dunton Green areas. Cllr Chard requests if Riverhead PC could send letter to support the scheme.
- In response to Riverhead resident complaint regarding traffic and safety concerns in Chipstead Lane, Cllr Chard is looking into the correspondence and will clarify in due course where the original plan to make the Lane "No through" came from and why it is no longer on the table.

Cllr Clack reported that:

- Sevenoaks DC has changed their carparking tariffs and will extend paying charges to include Sundays.
- Air quality reports have shown London Road has high levels of but still near the recommended levels.
- Fly tipping fines will increase from £300 to £1000, as well as littering fines.

5. MATTERS FOR REPORT

a. Action points outstanding from previous meeting: none

b. Highways

Street lights

- Streetlights has been appointed to carry out the remedial works as per their Service Inspection report and they have added to their job list for Spring 2024.

Footpaths and pavements

- Nothing to report.

Street furniture

- Thanks to Alan and colleagues for clearing the area in the central reservation where the planters were broken last month. Thanks Chris for ordering the new planters.
- Nothing else to report on street furniture.

Traffic and local parking

- Irene reported the difficulties she and other residents have encountered when walking in the pavement of Chipstead Lane as multiple cars park blocking pedestrian access and forcing them to walk in the main road.

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Local business and services:

- E-Watch reports: none

c. Village Hall

- **Safety Checks – all ok.**
- Village Hall sub-committee were to discuss and update their recommendations regarding the broken notice board, they will inform us of their findings at the next meeting.
- VH will share recommendations regarding the broken blind at the next meeting.
- Colin has kindly checked the electricity bills which has not been an easy job, thank you Colin. Colin still trying to work out why we have had the massive increment in charges and will report back at the next meeting.
- Shirley was going to look into the DH&SC: Defibrillator Fund, but as she is unwell today and not present at the meeting, we will refer this point to the next meeting.
- Unfortunately the party on Saturday 7th Oct left the hall in a mess; rubbish bags were left on site, glass bottles and cigarettes butts were strewn on the lawn and floor around premises, the door hook of the main entrance was broken, toilet rolls were taken from every cubicle, there was a mess in the toilets, the kitchen and main hall. Michele took some pictures and Shirley is going to call hirer. It was truly shocking. VH has agreed to discuss a better protocol with the caretaker to avoid this situation going forward. Clerk to refund the deposit as lack of evidence to argue with hirer.
- Bishops flooring are re-lacquering the floor on Monday 23rd October and need access to the hall from 8.30am. Alan to meet them and supervise the works. They said it will only take one day to do the job and after 48 hours or so the fumes should be gone and the hall should be ok to be used. Mara has opened bookings for the weekend as there was a lot on interest. Hall booking only blocked Monday to Thursday at the moment. Please note Mara is off that week for Half Term.
- Amy Walker (Sevenoaks School of Dance) has paid the £200 contribution towards the re-lacquering of the floor.

d. Parkland

- Sevenoaks Town East to West Walking, Wheeling and Cycling Route. LCWIP. Irene, Chris and Shirley are to meet with some of the team at the SDC offices on Thursday 19th Oct, they will report back.
- Thanks Phil for cutting the brambles and all the work you have done in the Parkland.
- Shirley had suggested at the last meeting covering the potholes and muddy area with eco- friendly gravel to make the natural paths more accessible for buggies and mobility scooters. Please would the Parkland committee discuss this at their next meeting then report back on their recommendations.
- Due to holidays there was no working party.
- Chris came up with a genius, cheap change to some of the gates to allow greater access to the Parkland which I would like noted Chris Stewart undertook for no payment.
- No other issues to report or questions on the Parkland.

e. Allotments & Open Spaces

- No news from DMB.
- Janice to ask Daryll for quote to repair/fix new fence in the allotments and gate in Macartney.

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- All the allotment holders have been sent the invoice for the rent fee 2023-24 and the funds are steadily coming in. Mara will chase payments and hopes to have received all payments by the end of October. There are still a few empty plots available. I showed one last week and it has been taken, Chris showed one on Saturday as well.
- No further issues or questions on Open Spaces.

f. Communications

- 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.
- Christmas Lights event – proposed date 7th December at 6pm. Volunteers will be needed to help set up and clear up. Mara to buy 20 bottles of mulled wine.
- D-Day celebrations – team to coordinate this event and budget needs to be set up. To be discussed in the next meeting.
- Christmas Window Display competition needs to be arranged.
- Christmas Tree Festival – Becca and Pam volunteer to decorate tree this year.
- Nothing else to report or questions on Comms.

6. FINANCE COMMITTEE

a. Review and approval of invoices for payment.

List of payments over £500:

- Npower Total £927.18 for electricity supply.
- CJS Plants Total £1,440.00 for planting and watering central reservation.
- Streetlights Total £722.50 for maintenance of street lights.
- CJS Plants Total £3,963.00 for planters and baskets in the village.

Total Income received since last meeting £32,333.98 , including £28,775.00 precept.

The list of receipts has previously been distributed.

b. Every Committee and Subcommittee should be preparing the Draft Budgets for financial year 2024-25 to be revised by the Finance Team in November and approve at the December meeting. It is really important that this is done asap to allow time for the finance team to ratify it which is a large job.

No other issues to report or questions on Finance.

7. PLANNING COMMITTEE

- Planning applications reviewed in the month were:
- 23/02002/FUL – 112A Chipstead Lane Riverhead TN13 2AQ
- 23/02638/HOUSE – Rudgwick 96A Chipstead Lane Riverhead TN13 2AQ
- 23/02681/HOUSE - Hill Crest Uplands Way Riverhead TN13 3BN
- 23/02726/FUL - Riverhead Sandwich Bar 2 White Hart Parade London Road
- 23/02906/HOUSE – Glebe House Shoreham Lane Riverhead TN13 3BS

IC proposed to add all councillors to this committee to ensure that three members at least are always able to attend the meetings. All agreed by *Show of Hands*.

8. CORRESPONDENCE

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

9. CLERK'S OFFICE

Pam Garratt was Co-opted to join the Council at the September meeting. Pam signed the Declaration of Acceptance of Office at this meeting.

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The meeting closed at 9.25pm