



WESTERHAM TOWN COUNCIL

Minutes of the Annual Council Meeting held on Wednesday 20th May 2015 at 7.30pm in Russell House, Market Square, Westerham

Present: Councillors: Mr A Wesley (AW) Chairman

Mr P Ashley (PA), Mr A Bates (AB), Mrs L Bird (LB),

Mr E Boyle (EB), Mr A Holman (ATH), Mr D Le Breton (DIB), Mrs H Marsh (HM), Mr N Moore (NM), Mrs L Rodgers (LR),

In attendance: Town Clerk: Mrs A Howells (AH)

Finance Officer: Mrs D Marshall (DM)

KCC Cllr R Parry – part meeting

SDC Cllr D Esler Dr P Talbot

One member of the public

Item		Action
1.	Election of a Chairman Cllr Ashley proposed that Cllr Wesley be appointed Chairman of Westerham Town Council for 2015/16; this was seconded by Cllr Rodgers. There were no other nominations. Voting: Unanimous. Cllr Wesley thanked the Councillors for their support.	
2.	Chairman's Declaration and Acceptance of Office Cllr Wesley read this document to the meeting and signed it.	
3,	Election of a Vice-Chairman Cllr Ashley proposed that Cllr Ogden be appointed Vice-Chairman of Westerham Town Council for 2015/16; this was seconded by Cllr Rodgers. There were no other nominations. Voting: Unanimous Cllr Ogden read the document to the meeting and signed it.	
4.	Apologies for Absence Apologies were received and accepted from –Cllrs Boyle, Proudfoot and Wilkie – holidays.	
5.	Declarations of Interest not previously declared 12.10 Cllr Ogden - Grant to St Mary's Church, Westerham	

6.	Membership and Chairman of Committees Cllr Wesley welcomed the new Councillors to the meeting and congratulated everyone on being elected. A list of proposed membership of Committees and Chairman was circulated, this was agreed. Cllr Rodgers proposed and Cllr Le Breton seconded that under Standing Order 15 vii the Chairman of Council would act as Chairman of the Finance and General Purpose Committee. It was resolved that under Standing Order 15 vii the Chairman of Council would act as Chairman of the Finance and General Purpose Committee.		
7.	Representatives on outside bodies Confirmed as: Parish Paths Crockham Hill Hall Committee Trustee Friends of the Long Pond KALC – Sevenoaks Area Westerham Hall Management Committee Westerham Bonneval Association Police Liaison Councillor Youth Councillor Business Forum/Town Partnership Protect Kent Edenbridge Partnership Edenbridge Community Warden Group Edenbridge Youth Commissioning SDC Health Action Team Barley Charity	Nick Moore/Neil Proudfoot Alan Wesley Eddie Boyle Philip Ashley Helen Ogden Helen Ogden Alan Wesley Nick Moore Eddie/Alan Wesley/ Hannah Marsh David Le Breton Y&C to decide Y&C to decide Y&C to decide Town Clerk Alan Wesley/Helen	
	Crockham Hill WMPF Trust	Ogden/Nick Moore APFOS Committee/ Stuart Wilkie	
8.	Minutes of the Council Meeting on 23rd March 2015 It was resolved to approve and sign the minutes of the meeting held on 23rd March 2015.		
9.	Information items arising from the minutes of the previous meeting not dealt with elsewhere on the agenda p171 4 KCC Community Warden – There was no further information. p173 5.9 Pavilion redevelopment project – a meeting had not been required. p174 8 Russell House lease – The lease was now in the hands of the Doctors' Solicitors, terms had been agreed.		
10.	Public Session KCC Cllr Parry congratulated WTC Cllrs on being elected; this was a new financial year and his Members Grant was available. WTC, WTP and the community needed to get together to discuss the parking issues holistically.		

SDC Cllr Esler introduced herself and looked forward to helping Westerham. 11. To receive and consider the following Minutes of Committee: Cllr Ashley presented the minutes: 11.1 Planning and Development - 26.03.15 p177 7 Land at Deanery Road, Crockham Hill – This land was owned by SDC, Crockham Hill residents had set up a CIC to buy the land. They had raised sufficient funds and SDC had accepted their offer. It was now in the hands of solicitors. **Resolved**: that the minutes be adopted. 11.2 Planning and Development - 09.04.15 **Resolved**: that the minutes be adopted. 11.3 Planning and Development - 23.04.15 p186 5 Charmans Farm – A planning application for Charmans Farm had already been granted, this further application was for a more efficient division of the buildings and the brewery section no longer needed insulating. **Resolved:** that the minutes be adopted. 11.4 Planning and Development - 07.05.15 p194 Westerham Heights – This was a difficult site and a decision was still awaited. Members of the Planning Committee approved the minutes. **Resolved:** that the minutes be adopted. 11.5 **Youth and Community - 20.04.15** Cllr Moore presented the Minutes. p182 Youth Club – The concern with the Youth Club provision continued and outcomes were being monitored. P183 Commissioned Youth Work - KCC Cllr Parry was lobbied in the meeting regarding youth provision for Westerham when the new round of commissioning commences in the Autumn. Cllr Parry requested information about Westerham's requirements. HO p183 Christmas Lights - Cllr Marsh reported that two quotes had been received and it had been decided to remain with the current contractor. A letter would be circulated to the retailers summarizing the results of the visits undertaken and HM/EB letting them know the next steps. p184 7(9) Fullers Hill public toilets – Cllr Wesley reported that we had just

received notification that the Ratings appeal for public toilets had failed and SDC would be asking for £2500 in rates for the year 2015/16.

p183 7(10) Churchill School – Cllr Ogden reported that she had attended the School as they asked if someone could speak to the young people about the election, she spoke to years 4, 5 and 6 and was impressed with their level of knowledge. Cllr Ogden also attended the declaration of the election result. Year 5 would like to visit the Council chamber to build on the work they had been undertaking.

p184 7(12) Drill Hall – Cllr Le Breton reported that he had recently spoken to Rt. Hon. Michael Fallon MP regarding the Drill Hall and he had no knowledge of the negotiations with the MOD. It was agreed that Cllr Wesley would contact him.

p1847(12) Sea Cadets – Cllr Moore reported that he had attended the Sea Cadets fund raising Tea Party and the unit had received an award for the most Y&C

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	improved unit in the Company. There were currently approximately 25 – 30 Cadet, not all from Westerham and it was a successful group. Cllr Moore would be attending the Award ceremony. Members of the Youth & Community Committee approved the minutes. Resolved: that the minutes be adopted. 11.6 Highways and Lighting – 27.04.15 Cllr Rogers presented the Minutes. p189 5.1 Parking – SDC Cllr Esler reported that she was on the JTB and would welcome being involved in the parking discussions. p190 – The budget was now available for the conversion of the lights in the High Street to LED and this would commence in the summer. p191 – 11 Horton Way – Cllr Le Breton stated that the poor condition of this road affected the community not just the businesses along the road. Members of the Highways & Lighting Committee approved the minutes. Resolved: that the minutes be adopted.	AH
12.	Finance 12.1 Cheque List to 31.03.15 Clir Wesley had no issues to bring to the Council's attention. 12.2 Committee End of Year Accounts 2014/15 Clir Wesley reported that WTC had managed its financial activities within its annual budget. Following discussion the accounts were approved. 12.3 Report from Internal Auditor The report from the Internal Auditor had been circulated. There were three minor issues from the Auditor to bring to the Council's attention, all of which had been resolved. 12.4 Annual End of Year Return 2014/15 There were no queries; it was proposed by Clir Rodgers and seconded by Clir Ogden that the Return be signed. Resolved: to approve and sign the Annual Return 2014/15 12.5 Annual Governance Statement 2014/15 There were no queries; it was proposed by Clir Rodgers and seconded by Clir Marsh that the Statement be approved. Resolved: to approve and sign the Annual Governance Statement 2014/15. 12.6 Budget item rollovers Details of the budget item rollovers had been circulated and there were no queries. 12.7 Reserves These were noted. 12.8 Annual Subscriptions Details of the Annual subscriptions had been circulated and these were agreed for 2015/216. 12.9 Lloyds Fixed Rate Bond Mrs, Marshall reported that WTC split their financial risk by banking with Santander and having a Bond with Lloyds. The best interest to be achieved was 1% for a year bond. It was agreed that the sum of £77,187.55 be reinvested. 12.10 Grant to St Marys Church, Westerham Clir Ogden left the meeting. A request for a grant to St Marys for £1600 had been received and following	DM DM
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	discussion this was agreed.	
	Cllr Ogden re-joined the meeting.	
	12.11 Grant to Holy Trinity Church, Crockham Hill	
	A request for a grant to St Marys for £1100 had been received and following	AH
	discussion this was agreed.	АП
10	Consultations	
13.	Consultations 13.1 SDC Community Infrastructure Levy (CIL) Infrastructure Plan – Request for	
	Information – Cllr Ashley asked Cllrs for items to be included for Westerham and	PA
	he would collate the information and respond to SDC.	
	13.2 KALC Membership Survey 2015 – It was agreed that Cllr Wesley and the	
	Clerk would complete the Survey.	
	13.3 Sevenoaks District Parish/Town Charter – Following discussion there was a	
	suggested minor amendment but no other comments.	AH
14.	Correspondence	
	14.1 South East Coast Ambulance Service – Call 2015 event, 27th May 2015 was	
	noted.	
	14.2 NALC's direction of travel – April 2015 was noted.	
	14.3 Email from resident about A25 re-surfacing – Following discussion it was	
	agreed that Cllr Wesley would respond and officially raise the matter with	AW
	Cllr Esler.	' ' '
	14.4 New Vicar at St Mary's, Westerham – Cllr Ogden reported that Revd. Kevin	
	Barnard had been officially appointed and would be arriving in September.	
15.	SDC Litter and Street Cleaning	
	Dr Talbot had emailed the Council and attended the meeting. He wished to	
	raise the issue of the cleanliness of Westerham. He had volunteered with others	
	on the Community litter pick but within a few days the litter and cigarette ends	
	and weeds had returned.	
	Cllr Wesley responded that WTC shared his view and had recently written to all	
	retailers asking them to keep their frontages clean and clear of weeds. SDC	
	clean The Green and High street four times a week and this needed to be	
	quality monitored. It was agreed that this issue would be discussed by Cllrs	
	when they looked at their four year plan and then a decision would be made	
	as to how to proceed, Dr Talbot would be kept informed.	
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16.	'Council Away Day'	
	Following discussion it was agreed that the Informal Strategy discussion of key	
	issues for the next four years would take place on Thursday 9 th July, 6.30 – 9pm	
	in the Council chamber.	
1 7	Date of word was the w	
17.	Date of next meeting	
	Monday 13 th July 2015	

The meeting was concluded at 9.00 pm Minutes confirmed as a correct record:

Chairman