

HILDENBOROUGH PARISH COUNCIL

Pavilion and Recreation Ground – Riding Lane – Hildenborough – TN11 9HY

telephone: 07818 329029
email: clerk@hildenboroughpc.org.uk
website: www.hildenboroughpc.org.uk/

Members of Hildenborough Parish Council are summoned to a Parish Council Meeting to be held in the Finzi Room of Hildenborough Village Hall, Riding Lane at 7.30pm on **Wednesday 12th June 2024**.

Julia Church

PUBLIC SESSION: County and Borough Councillors and local residents are invited to make comment, ask questions or put forward ideas during the first 15 mins at a maximum of five minutes each.

PARISH COUNCIL MEETING AGENDA **WEDNESDAY 12 June 2024**

- 06/1 Apologies and reasons for absence**
- 06/2 Declaration of Personal or Prejudicial Interests**
- 06/3 Declaration of gifts and hospitality**
- 06/4 Minutes of the Annual Parish Council Meeting held on Wednesday 8 May 2024 for agreement and signature if a true record**
- 06/5 Matters arising from the Minutes of May's Meeting**
- 06/6 Clerk's Report**
- 06/7 Items to be considered under item 06/15 Confidential Matters below**

- 06/8 FINANCE**
 - 8.1 To receive, approve and sign a report detailing bank reconciliation prepared by the RFO for May 2024**
 - 8.2 To review and approve items of payments and receipts in May and June 2024**
 - 8.3 To consider quote e-mailed from Trueplan Land Surveyors for £2,500 plus VAT to visit site of footpath to be installed in the Recreation Ground and produce drawings.**
 - 8.4 To approve the use of payment by Direct Debit for the WiFi connection the Village Hall.**

- 06/9 OPEN SPACES**
 - 9.1 The councillors to receive the Maintenance Contractor's weekly Risk Assessment reports, to be signed on behalf of the council by the Chair of Open Spaces**
 - 9.2 To review the Maintenance Contractor's contract that is due for its three month renewal at the end of June.**
 - 9.3 To approve the following Recommendation from the Open Spaces Group Meeting that took place on 01 May 2024:**
The clerk, in consultation with Cllr Connor, to write a draft response to requests received by the Parish Council to hold commercial or non-commercial activities on any of the Parish Council's Open Spaces. The

clerk and Cllr Connor to check the legal implications of holding such activities.

9.4 To review feedback on Village Green meeting with residents and to agree next steps.

9.5 To approve the seeking of quotes for the implementation of the following recommendations in the Risk Assessment of the pond in West Wood:

- **To replace two existing “Deep Water” signs with new warning signs with pictograms including new signage to advice of slip, trip, steep/slippery bank and deep water**
- **To include a “What 3 Words” location on the new Information Board**
- **To install safety station with throw line and reach pole**
- **To display a telephone number for reporting missing/damaged equipment**
- **To advise Maintenance Contractor to wear buoyancy aid and notify clerk when working at the pond, if lone working.**
- **To advise local primary schools to arrange delivery of basic water safety awareness training**
- **To introduce a bespoke pond-dipping platform with protective fencing to control point of access to the pond**
- **To introduce signage at the entrance to the play area alerting adults to the presence of deep water**

06/10 HIP UPDATES

10.1 To agree the location of three sites in Hildenborough for the positioning of a SID (Speed Indicator Device)

10.2 To agree roads to suggest to Kent Highways for the potential location of the PVC road safety banner

10.3 To consider whether to ask KHS to add “The installation of double yellow lines on London Road to prevent nuisance parking” to the HIP.

06/11 ITEMS FOR CONSIDERATION

11.1 To receive and approve the Council’s updated policy documents

11.2 Updated Infrastructure Plan

11.3 To consider granting permission for Hildenborough Primary School to have access to the Pavilion for water on their last day of term, 23rd July 2024.

06/12 ITEMS FOR DISCUSSION

12.1 To discuss the installation of a cupboard in the Committee Room in the Village Hall to house the new WiFi router securely.

06/13 PLANNING

13.1 To note planning applications considered and commented on the Council’s behalf received since 29th April 2024

APPLICATION NO.	ADDRESS	PROPOSED APPLICATION	COUNCIL COMMENT
24/00604	108 Tonbridge Road, Hildenborough, Tonbridge TN11 9EL.	Installation of solar panels	No comment
24/00599	Meadow Bank, Vines Lane, Hildenborough, Tonbridge, TN11 9LT	Single storey extension	No comment
24/00650	Nizel's Ridge Farm, Nizel's Lane, Hildenborough, Tonbridge TN11 8NU.	Details of conditions.	No comment
24/00684	Nizel's Ridge Farm, Nizel's Lane, Hildenborough, Tonbridge TN11 8NU.	Tree felling	No comment
24/00667	Willow Tree Stables, Vines Lane, Hildenborough, Tonbridge TN11 9LT	Erection of outbuilding	No comment
24/00619	36 Hilden Park Road, Hildenborough, Tonbridge TN11 9BL	First and second floor extension	No comment
24/00755	1 Mount Pleasant Court, Hildenborough, Tonbridge, TN11 9JP.	Tree surgery	No comment
24/00735	Pembroke Lodge, 162 Tonbridge Road, Hildenborough, Tonbridge TN11 9HP.	Tree surgery	No comment
24/00733`	Riding Farm, Riding Lane, Hildenborough, Tonbridge, TN11 9AN	Erection of eight dwellings	Comment
24/00705	Old Florence Place, 152-154 Tonbridge Road, Hildenborough, Tonbridge, TN11 9HW.	Change of use	Comment

13.2 To consider the draft letter produced by members of the Planning Committee in response to the concerns expressed by a local resident regarding the impact of future development in Hildenborough on the village's infrastructure.

06/14 ITEMS FOR INFORMATION ONLY

14.1 Correspondence

14.1.1 E-mail from user of Farmers' Market regarding the closure of the market on 30th July.

14.2 Notes from Member representatives

14.2.1 Village Hall representative

14.2.2 Parish Partnership Panel report from Cllr Wynne

14.2.2 KALC

14.2.3 Training undertaken during May

14.2.4 Councillor feedback from 14 May and 11 June visit and representative for Farmers' Market on 09 July 2024.

14.3 Items for Parish Council Communications

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

06/15 CONFIDENTIAL ITEMS