

MINUTES

PARISH COUNCIL MEETING
COLLIER STREET PARISH COUNCIL
Orchard Room, St Margaret's School
on Monday 12th JUNE 2023
commencing at 19.00PM
In attendance

Cllr Andrew Papas [Chairman] [AP]	Cllr Steve Sandys [SS]
Cllr Jack Highwood [JH]	
Cllr Steve Barham [SB]	Cllr Deborah Papas [DP]
Cllr Kelly Rigden [KR]	
Parish Clerk Michelle Rumble [MR]	Borough Councillor Claudine Russell [CR]

06.23.01 APOLOGIES	Cllr Dave Sealey, Cllr Lottie Parfitt-Reid	
06.23.02 DECLARATIONS OF INTEREST	None	
06.23.03 PLANNING	The Chair of the Planning Committee Cllr J Highwood will chair this section of the meeting.	
23/502285 - 4 Haviker Street, Collier Street, Tonbridge. TN12 9RG Listed Building Consent for a new external boiler and internal alterations. It was proposed by Cllr Highwood, seconded by Cllr Barham, and RESOLVED by all members present to give a NEUTRAL STANCE to this application.		
23/501928/ -The Stable Crow Plain, Collier Street. Tonbridge TN12 9PU Outline application for erection of 1 (no) chalet bungalow (matters of appearance, layout and scale being sought at this time) It was proposed by Cllr Highwood and seconded by Cllr A Papas and RESOLVED by all members present that they would like to see this application REFUSED for the following reasons: Flooding Highways access		
06.23.04 PLANNING DECISIONS	None	
06.23.05 MEMBERS OF THE PUBLIC QUESTIONS	No public were present	
06.23.05 MINUTES OF THE MEETING HELD IN MAY 2023 TO BE APPROVED.		

Full Council approved the minutes of this meeting as representing an accurate recording of the said meeting. Cllr A Papas signed the minutes as a true and accurate record.

06.23.06

CORRESPONDENCE AND ACTION POINTS

None

04.23.08.01

CIL MONIES

HIGHWAY IMPROVEMENTS

The Clerk had circulated prior to the meeting an email from Highways with the costings of having a SLOW sign painted on GREEN LANE. The costings are for the design £326.00, for the SLOW sign £100, and up to £1000 if the Road needs to be closed to carry out the works.

A vote was taken 5 FOR 1 AGAINST. This motion was carried, and the Clerk will contact Highways instructing them to go ahead with the works.

06.23.08.02

CIL MONIES

PLAYGROUND EQUIPMENT FOR OLDER CHILDREN

This was discussed and it was RESOLVED that the Council will look at the existing play area which is aimed at children up to the age of 10.

This will now be removed from the agenda.

06.23 08.03

HIP – REPORT ALREADY GIVEN (POSSIBLY REMOVE FROM AGENDA AS IT IS COVERED UNDER CIL MONIES)

04.23.08.04

CIL MONIES

VILLAGE HALL DONATION

The Parish Council discussed a possible electricity supply to the Car park, which could be used in the future for the Village Hall, the Council would also like to look at Vehicle Charging Points, low level lighting on a timer, CCTV.

The Clerk will seek some quotes for this.

06.23.09

TRANSFER OF PORTION OF RECREATION FIELD LAND TO ST MARGARETS CHURCH

The Clerk had circulated prior to the meeting the Transfer document which will need to be signed by two councillors and returned to the Solicitors, this will be signed at the Parish Council meeting in July, as the Solicitors asked that we hold off signing until the Church have made any amendments they wish.

06.23.10

FINANCE

Copy documents sent electronically to all members in advance of the meeting.

06.23.10.01. BANK RECONCILIATIONS – APRIL AND MAY 2023

For members approval. Cllr A Papas signed the Bank Reconciliation

06.23.10.02. RECONCILIATION STATEMENTS – APRIL AND MAY 2023

For members approval and sign off – Cllr A Papas signed the Bank Statement

06.23.10.03. RECORD OF PAYMENTS & RECEIPTS – JUNE 2023

For members approval – It was RESOLVED by all members present to make the payments

06.23.10.04. BUDGET REPORT YTD – APRIL AND MAY 2023

For members approval – It was **RESOLVED** by all members present to accept the Budget Report

06.23.10.05. TRIAL BALANCE REPORT – APRIL AND MAY 2023

For members approval – It was **RESOLVED** by all members present to accept the Trial Balance Report

Copy documents sent electronically to all members in advance of the meeting

**06.23.10.06
PAYMENTS FOR AUTHORISATION
JUNE 2023**

CSPC PAYMENTS - JUNE		
DATE	PAYEE	AMOUNT
05.06.2023	MICHELLE RUMBLE	£782.17
05.06.2023	HMRC	£3.33
05.06.2023	MICHELLE RUMBLE	£87.73
12.06.2023	SLCC	£156.00
12.06.2023	SOS WEB DESIGN	£152.00
12.06.2023	HSBC	£8.00
12.06.2023	IONOS	£20.39

**06.23.10.07
FINANCIAL REGULATIONS**

The Clerk circulated to all members prior to the meeting a copy of the Financial Regulations which needs reviewing and adopting on an Annual Basis.

It was Proposed by Cllr Papas, seconded by Cllr Barham and **RESOLVED** by all members present to adopt the Financial Regulations.

**06.23.11
BOROUGH COUNCILLOR’S REPORT – CLLR CLAUDINE RUSSELL**

**04.23.13
COUNTY COUNCILLOR’S REPORT – CLLR LOTTIE PARFITT-REID**

Cllr Parfitt-Reid was not in attendance no report had been received.

**04.23.14
RECREATION FIELD
PLAY INSPECTIONS**

This was continuing and the Report was being circulated to all members each month.

REPAIRS

The Clerk circulated the cost for the repairs for the Play area, the Clerk was asked to seek some further quotes especially for the safety surfacing which was the most costly part of the repairs.

MARDEN MINORS

Cllr Papas would like to look at the agreement and make some amendments. The Clerk will contact the Club Secretary and inform them of this.

**04.23.15
Flooding Update**

Cllr Sandys gave his report.

**03.23.16
Date of Next Meeting**

The Parish confirmed that the next full Council meeting will be, in The Orchard Room, St Margaret's School on
MONDAY 3RD JULY 2023
There being no further business the meeting closed at 8.15pm

Prepared by | MICHELLE RUMBLE | Clerk to Collier Street Parish Council