

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD IN THE VILLAGE HALL, TROTTISCLIFFE  
ON THURSDAY 3 December 2015**

**PRESENT:**

Mr. Richard Wallis – Chairman (RW), Mrs. Jenny Dickson (JD), David Gaunt (DGG),  
Mr. David Goodworth (DGB), David Jones (DJ), Trevor Ledamun (TL),  
John Wickham (JW).

**IN ATTENDANCE:**

Mrs. Louise Goldsmith (Clerk), 12 members of public  
County Councillor Sarah Hohler

**144/15 Apologies for absence**

Apologies for absence were received from Borough Councillor Ann Kemp and PCSO Callum Boyd.

**145/15 Minutes**

The minutes of the Parish Council Meeting held on the 5 November 2015 were approved and signed as a true record.

**146/15 Declarations of interest**

DGG and DJ expressed a disclosable pecuniary interest in item 151/15 (a) (1).

**147/15 Reports**

- b) Borough Councillor – there was no report.
- c) Kent Police – – The Chairman read out the crime report provided by PCSO Callum Boyd. During November there had been 2 reported crimes in Addington, a window to a vehicle was smashed in London Road and a driver failed to pay for their petrol at the Jet Garage. In Offham, copper was stolen from a property in Teston Road. 3 crimes were reported in Ryarsh which included a vehicle being broken into in London Road from which items were stolen; stables were broken into in Birling Road and items were stolen including a vehicle and a further vehicle had a window smashed.
- d) KALC Area Committee - TL reported on the AGM held on the 21 November 2015. A vote for NALC to raise the membership fee by 20% was carried. A proposal that all lorries are fitted with GPS systems was also discussed.
- e) JPCTCG – there has been no meeting.
- f) Parish Partnership Panel – TL was not able to make the meeting held on the 19 November. Minutes of the meeting will be circulated when issued.
- g) Trosley Liaison Group – the next meeting will be held on the 9 February 2016.
- h) Village Hall Committee – DJ had attended but there was nothing new to report.

**148/15 Matters arising**

- a) Defibrillator – TL is in the process of organising an awareness session for parishioners and visitors to the village to come along to and find out more about how a defibrillator can save lives. TL had met a useful contact at the KALC AGM.
- b) Parish Plan/Emergency Plan – The working group will look into the possibility of holding a consultation event over one evening and a Saturday morning in March/ April.  
*19:55hrs County Councillor Sarah Hohler arrived*
- c) Request to re-site the dog waste bin in Pinefields Lane – RW explained that the Parish Council as an elected body were perfectly within their rights to have agreed the current location for the dog waste bin in Pinefields Lane without the need for consultation.

However, having heard the comments from concerned local residents Members agreed at the last meeting to meet with officers from T&MBC and representatives for the local residents to discuss the siting of the dog waste bin in Pinefields Lane. T&MBC have offered to relocate the dog waste bin, if required, free of charge provided that the removal and installation in a new location take place on the same day. At the meeting T&MBC suggested moving the dog poo bin to the entrance to Trosely Park at the top of Pinesfield Lane which is actually on a KCC footpath, the MR197A.

RW proposed that the dog waste bin in Pinesfield Lane is removed and located elsewhere in the village. *Carried, 4 in favour, 3 against*

RW proposed that this dog bin is installed at the entrance to Trosley Park at the top of Pinesfield Lane on footpath MR197A. *Not carried, 2 in favour, 5 against.*

It was **resolved** that Members would consider and report back at the next meeting with ideas for an alternative location for this dog waste bin. Meanwhile it was **resolved** that the dog bin will stay where it is until a new location is agreed. The Clerk will advise T&MBC of the situation.

- d) Nominations for KALC Community Awards Scheme 2016 - It was **resolved** not to nominate anyone this year.

### 147/15 Reports

- a) County Councillor - County Councillor Sarah Hohler reported that KCC are reviewing the budget for 2016/17 following the Chancellor's Autumn statement. Highways England have been given a budget of £250,000 to help alleviate the problems caused by operation stack. An additional lane on the M20 junction 4 may be an option and Highways England are going out to tender soon. If this goes ahead work could be completed by Autumn 2016. County Councillor Sarah Hohler kindly agreed to fund a proposal to reduce the speed limit from the A227 Vigo crossroads to the start of the 20mph zone in Taylors Lane from her Member Grant. This would mean, apart from statutory issues, changing two deregulation signs to 30mph ones. County Councillor Sarah Hohler also explained that she was aware the Parish Council would like to meet with a KCC Officer to discuss the problem of vehicles mounting the kerb/verges in Taylors Lane near to Church Lane to pass each other. County Councillor Sarah Hohler kindly agreed to fund the feasibility study for a proposal to install priority signs at this location.

*20:17hrs County Councillor Sarah Hohler left the meeting*

### 149/15 Finance & Policies

Statement of payments to be made and income received

#### **Balances as 27 November 2015:**

National Savings Account:	£ 1,662.17
Nat West TPC TCC Account:	£17,510.43
Nat West TPC Reserve Account:	£21,000.00
Nat West TPC Current Account	£ 677.71

#### **Receipts**

T&MBC S136 2nd half year	£1,402.50
Nationwide compensation payment	£ 250.00

### **Cheques for signature TPC Current Account:**

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Mrs L S Goldsmith	(Salary- 7 weeks) (6/11/15 - 24/12/15)	000001	£275.40
HMRC	(Clerk's Tax)	000002	£183.60
Mrs L S Goldsmith	(Expenses)	000003	£ 64.51
Richard Abel	(Grass cutting - October)	000004	£114.00
<b>Total</b>			<b>£637.51</b>

The Chairman proposed that the cheques listed above be signed. Agreed.

a) S136 2<sup>nd</sup> half payment - Members noted the payment of £1,402.50 representing the 2<sup>nd</sup> half payment of the allocation to Trottiscliffe Parish Council under the scheme of financial arrangements for 2015/16.

b) Banking Arrangements - Members noted that the Nationwide accounts have now been closed and all the funds have been transferred to the new National Westminster Community Accounts. Nationwide gave the Parish Council a £250.00 compensation payment for the inconvenience experienced.

c) Transparency Fund - Members noted that the Clerk has found out from KALC that the Parish Council could apply for funding for a laptop, printer and software from the Government who have made funds available for Parish Councils to be compliant with the mandatory requirements of the Transparency Code for smaller authorities under £25,000 annual turnover. It was **resolved** that the Clerk should submit an application for funding for a laptop, printer and software and for a payment to the Clerk for hours spent in setting up the dedicated website.

d) Grass Mowing Contract for 2016 - Members considered the 3 quotes obtained by the Clerk. Members agreed that the Clerk should see if Four Seasons Gardens would be willing to reduce their quote and also obtain a copy of their terms of agreement before a decision is made. In any event it was agreed that an allowance of £3,000.00 for the grass cutting and £500.00 for the hedge cutting should be included in the 2016/17 budget.

e) Budget 2016/17 and Precept request - Members considered the draft budget prepared by the Clerk. It was agreed that at least £5,000.00 needs to be allocated to repairing the playground equipment and that such expenditure could be ongoing. Given that the forecasted expenditure for 2016/17 is in excess of £20,000.00 Members discussed the implications of an increase in the precept. After due consideration of the estimated budget and the Council Tax Base it was **resolved** that the precept upon T&MBC for the financial year 2016/17 should be £13,000.00 excluding the Council Tax Support Grant of £332.00. This would mean an estimated increase in the Council Tax paid by a Band D property in Trottiscliffe of £5.65 from £43.77 to £49.42.

f) Adoption of Health & Safety, Data Protection and Records Management Policies and Grants and Donations including Application Form - Members **resolved** to adopt these policies, copies of which had been previously circulated. The Clerk will place a copy of each policy on the website.

g) Asset Register - The Clerk had circulated a revised draft asset register. Members were asked to send any comments to the Clerk.

h) Other policies to be prepared - DJ agreed to circulate a draft copy of a Model Publication Scheme and also to circulate an amended version of the Code of Conduct for Members as the current version is not specific to Trottiscliffe Parish Council.

### **150/15 Members of public:**

A member of public stated their support for the Parish Council carrying out some consultation in the preparation of a Parish Plan. Concern was expressed about the condition of the hedges in Green Lane. Members of the public spoke in support and against planning proposal TM/15/03537/FL. A member of public suggested again that the dog waste bin in Pinesfield Lane

could be moved to the car park area and stated that it was incorrect that a license would be required. Other members of public stated that they were keen for this bin to be moved as soon as possible.

### 151/15 Planning

#### a) Applications:

*3 members of public left the meeting*

*21:21hrs DJ and DGG expressed a disclosable pecuniary interest and left the meeting*

#### 1] TM/15/03537/FL - Land Rear of Cedar House Church Lane, ME19 5EB

Demolition of redundant sheds and construction of new single storey dwelling house and garage. (Revised proposal following refused permission TM/15/00487/FL)

*Resolved: No objections to the above proposal subject to the following comments:*

*The current application goes a long way to satisfy the Parish Council's comments made on application number TM/15/00487/FL, however our previous comment about landscaping to the eastern boundary has not been addressed. The site lies within the Village Envelope and is visible from Green Lane, which is also a bridleway. We would like to see a condition set that the eastern boundary between the south-east corner of Trottiscliffe House and the north-west corner of Cheviots is defined and reinforced with a substantial native hedgerow with trees.*

*With regards to Plans & Elevations drawing 2972/4 Rev B there is a discrepancy with the roof plan and elevations. The elevations show hipped roofs but these are not shown on the roof plans. Our preference is for a hipped roof.*

*Finally we are concerned about the area to the North and would prefer this area to be garden to the proposed new bungalow.*

*21:46hrs DJ and DGG returned to the meeting.*

*4 members of public left the meeting*

#### 2] TM/15/03501/RD - Willandown, 9 Pinesfield Lane, Trottiscliffe, ME19 5EL

Details of external materials and ridge height pursuant to conditions 2 and 4 of planning permission TM/15/00490/FL (Erection of a pre-fabricated timber building for ancillary residential use to accommodate an elderly relative). *Resolved: No objections*

#### b) Decisions from T&MBC

#### TM/15/02145/FL - Harpwood Residential Home, Seven Mile Lane, TN15 7RY

60 suite care home with parking and access provisions following demolition of existing care home. *Application withdrawn*

#### c) Other planning matters

1] KCC/TM/0378/2014 - Wrotham Quarry - Members noted that Ian Fern, the new owner of the quarry, will try and make either the Parish Council meeting due to be held in March or April.

2] Whitaker Cottage - unauthorised use as separate dwelling. There was no further update.

3] Darren's Meadow Green Lane - unauthorised works. Planning Enforcement have inspected the site and could find no evidence of a breach of planning control. Members were surprised to hear this report and **resolved** that the Clerk should write to Enforcement and challenge their decision as to why there is no contravention of planning.

4] TM/14/02568/OA - Copper Beech, Pinesfield Lane, Trottiscliffe. - Members noted that an appeal has been lodged against a refusal for an outline application of a detached dwelling house

5] Trosley Farm - Enforcement has advised the Clerk that they had been informed that the new owner has undertaken some works to create a new sand riding area, new roadway and a small area of hard-surface. Unfortunately none of these are shown on the approved drawings for the stables and so Enforcement has requested a retrospective planning application for the works.

### **152/15 Highways, Footways and Footpaths**

- 1] Traffic mounting the pavement on Taylor's Lane - Members were delighted to hear that County Councillor Sarah Hohler has kindly agreed to fund the feasibility study for a proposal to install priority signs at this point and if deemed acceptable to all consultees to pay for two priority signs. Members discussed this ongoing problem and agreed that it would be useful if the Clerk could place an article in the next edition of The Pilgrims asking concerned local residents to report any incidents they see with vehicles mounting the verge on this stretch of road to the Clerk.
- 2] Traffic Survey, Taylors Lane/Vigo Hill - Members were also pleased to hear that County Councillor Sarah Hohler has offered to fund the statutory process and the installation of two new 30mph deregulation signs to progress a proposal to reduce the speed limit from the A227 Vigo crossroads to the start of the 20mph zone in Taylors Lane.

*21:52hrs 3 members of public left the meeting*

- 3] Village Sign formerly located at the duck pond - TL reported that both the owner of Millers Farm, Taylors Lane and Ann Skinner would be happy for the Parish Council to adopt the village sign which is currently been refurbished. Members noted that KCC have already approved a new location for the sign next to the finger post on the village green opposite The George Inn. The Clerk will speak to KCC and find out if one of their approved contractors have to install the sign or if the Parish Council can make their own arrangements.

#### **5] Reported Faults**

- i) The Clerk has reported that the damaged sign on the corner of Pilgrims Way and Taylors Lane is now missing.
- ii) The Clerk was asked to report that some of the white lining on the speed humps has not been done
- iii) The Clerk was asked to report that a post has been knocked over in Ford Lane
- iv) Members noted that Vigo Hill will be closed outside Central Lodge on the 30 November for up to 2 days to enable CCTV investigation works to stop external flooding.

*22:00hrs Members agreed to continue with the meeting*

### **153/15 Open Spaces, Recreation Ground and Allotments**

#### **1] RoSPA inspection of the playground**

JW had obtained a quote for the initial repairs required to the playground. Members **resolved** to accept a quote of £2,310.00 (excluding VAT) for Ludus Leisure Ltd to supply and install a steel foundation to the multi-play unit, a Hare Body, a new rubber element for the seesaw and repairs to the slide entry. The quote also includes patch repair wetpour around the three new feet on the multi-play area and making good the loose spring handles and foot-rest on the existing springer. JW agreed to find out when Ludus can do the work. Further repair works are required and some allowance has been made in this in the budget for 2016/17. The damaged fence panel around the play area has been made safe and will be repaired shortly.

### **154/15 Correspondence**

#### **a) For Information**

- 1] Area 2 Planning Committee - 16 December 2015
- 2] Joint Transportation Board - 14 March 2016
- 3] Parish Partnership Panel - 18 February 2016
- 4] Joint Standards Committee - 18 January 2016
- 5] KALC Area Committee Meeting - 14 January 2016

b) On Circulation

The following correspondence had been circulated:-  
e-watch

Parish Partnership Panel – Agenda for meeting held on 19 November 2015

Parish Partnership Panel – Minutes of meeting held on 10 September 2015

Papers from the KALC AGM

Planning documents

c) Requiring Attention

There was nothing additional to consider.

**155/15 Any Other Business**

1] Unauthorised sign on the Millennium map noticeboard down at the church entrance to Court Lodge needs to be removed.

2] The Christmas tree will be erected on the green opposite The George Inn this weekend.

3] Contact names and details need to be checked on all relevant websites as not all correct.

4] The allotment contract should be put on the website

**156/15 Date of the Next Meeting**

The next meeting will be held on Thursday 4 February 2016 at 7.45pm in the village hall.

**157/15 Any Confidential Matters**

There were none.

There being no other business the meeting closed at 22:23hrs

Chairman .....

Date.....