

**MINUTES OF THE PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL, TROTTISCLIFFE
ON THURSDAY 4 FEBRUARY 2016**

PRESENT:

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

IN ATTENDANCE:

Mrs. Louise Goldsmith (Clerk), 4 members of public

158/15 Apologies for absence

Apologies for absence were received from County Councillor Sarah Hohler, Borough Councillor Ann Kemp and Councillor David Goodworth.

159/15 Minutes

The minutes of the Parish Council Meeting held on the 3 December 2015 were approved and signed as a true record.

160/15 Declarations of interest

RW expressed a disclosable pecuniary interest in item 151/15 (a) (1).

161/15 Reports

- a) County Councillor - there was no report.
- b) Borough Councillor - there was no report.
- c) Kent Police - Members noted that PCSO Callum Boyd has been promoted to Police Constable and will no longer be a PCSO in this area. Ross McMillan will continue to cover the area. It was reported that on the 3 January golf equipment was taken from a shed in East Street. On the 10 January sheds and outbuildings were broken into in and items stolen in both Pepingstraw Close and North Meadow, Offham and on the 12 January another shed was broken into in North Meadow, Offham. In a similar vein sheds were broken into on the 21 and 22 January in London Road and Woodgate Road, Ryarsh and items were stolen. Items were also stolen from a garage in Roughetts Road, Ryarsh on the 19 January. Members were concerned to hear about the number of recent thefts from outbuildings, sheds and garages and asked the Clerk to place an article in The Pilgrims reminding parishioners to be vigilant in protecting the contents of their sheds and outbuildings.
- d) KALC Area Committee - TL reported on the meeting held on the 14 January 2016. The Committee are concerned about the format of the Parish Partnership Panel
- e) JPCTCG - Members noted that there had been a meeting on the 18 January 2016. The minutes will be circulated when they have been published.
- f) Parish Partnership Panel - The next meeting will be held on the 18 February 2016. TL is hoping to attend.
- g) Trosley Liaison Group - Members noted that the meeting due to be held on the 9 February 2016 has been cancelled. Members discussed their general concerns about the management of the park.
- h) Village Hall Committee - DJ reported that a meeting is due to be held on the 8 February 2016.

162/15 Matters arising

- a) Defibrillator - TL kindly offered to make contact with a representative who might be willing to hold 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. Once a date is known this will be published in The Pilgrims.

- b) Parish Plan/Emergency Plan - RW offered to progress this item this month.
- c) Request to re-site the dog waste bin in Pinefields Lane - Members considered alternative locations for the dog waste bin and **resolved** that the Clerk should find out if T&MBC would agree to it being sited near to the allotments in Green Lane.
- d) Trottiscliffe School Diamond Jubilee - June 2016 - It was **resolved** that JD would represent the Parish Council on the committee set up to organise the celebrations. The Clerk reported that the school were thinking about having a tea party in School Lane and a celebration around the beacon at 4.30pm. Members had some reservations about the suggestion of holding a tea party in the road outside the school and the Clerk was asked to find out more details about this. Members **resolved** that the school could use the recreation ground for the Summer Fete due to be held on the 2 July 2016, subject to sight of a risk assessment.

163/15 Finance & Policies

- a) Statement of payments to be made and income received

Balances as 26 January 2016:

National Savings Account:	£ 1,674.64
Nat West TPC TCC Account:	£17,510.43
Nat West TPC Reserve Account:	£21,000.71
Nat West TPC Current Account	£ 40.20

Receipts

National Savings Account Interest for 2015 - £12.47

Cheques for signature TPC Current Account:

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Mrs L S Goldsmith	(Salary- 6 weeks) 25/12/15 - 05/02/16)	000005	£ 236.23
HMRC	(Clerk's Tax)	000006	£ 157.20
Mrs L S Goldsmith	(Expenses)	000007	£ 87.83
Richard Abel	(Grass cutting - November)	000008	£ 240.00
Richard Abel	(Hedge cutting - December)	000009	£ 480.00
Viking	(Ink)	000010	£ 8.24
Kent Wildlife Trust	(Annual Subscription)	000011	£ 49.00
Ludus Leisure Ltd.	(Play equipment repairs)	000012	£2,772.00
South East Water	(Allotment water supply)	000013	£ 55.45
PM Olley	(Christmas Tree)	000014	£ 140.40
Total			£4,226.35

Transfer from TPC Reserve Account to TPC Current Account: £4,226.35

Cheques for signature TPC TCC Account:

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
EDF Energy	(Electricity village hall Oct 15 - Jan 16)	000001	£ 230.55

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

b) Transparency Fund - Members noted that the Clerk had been successful with an application for government funding for a laptop, printer and software and for a payment to the Clerk for hours spent in setting up the dedicated website. A cheque from KALC is expected this week and the Clerk will then purchase the equipment.

c) Adoption of a Model Publication Scheme and revised Code of Conduct - 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. It was also suggested and agreed that the Clerk places a copy of her job description and sickness and disciplinary policies on the website.

d) Asset Register - The Clerk had circulated a revised draft asset register. Members were asked to send any comments to the Clerk. It was noted that the Parish Council's insurance is due for renewal on the 31 May 2016. The Clerk will obtain quotes.

164/15 Members of public:

Four members of public spoke against planning proposal TM/15/03940/FL.

165/15 Planning

a) Applications:

1) TM/15/03902/FL - Beaumont, Taylors Lane, Trottiscliffe, ME19 5ES

Erection of two storey side extension and replacement of dormer window to front roof slope. **Resolved** to ratify a decision made between meetings of no objection.

2) TM/15/03803/FL - Luxor, Ford Lane, Trottiscliffe, ME19 5DP

Construction of detached single storey garage. Conversion of existing integral garage into a habitual room including new front bay window - **Resolved** to ratify the following decision. *Although we have no objection to the conversion of the existing garage to a habitual room we do object to the construction of a detached single storey garage.*

This section of Ford Lane as you enter Trottiscliffe village is rural in character with dwellings set back from the road with hedges and planting to property boundaries. The location of the proposed garage is too close to Ford Lane and so would have a negative visual impact on the rural approach to the village.

On a technical point the south elevation is drawn incorrectly and so gives a false impression of the structure. The height of the oak timber cladding would be less and the extent of tile hanging greater.

3) TM/15/03163/FL - Plough Inn, Taylors Lane, Trottiscliffe, ME19 5DR

Creation of timber pergola to patio area. Replacement of cellar flaps and decorative works to the kitchen and WCs. **Resolved** to ratify a decision made between meetings of no objection.

20:33hrs RW expressed a disclosable pecuniary interest and left the meeting. DJ took over as Chairman.

4) TM/15/03940/FL - Darrens Meadow Farm, Green Lane, Trottiscliffe, ME19 5DX

Change of use of agricultural land to a mixed use of equestrian paddock and agricultural together with the erection of a stable block, a potting shed, a farm shop and rest room/office and the provision of hard-standing to form access driveway and vehicle parking and turning areas.

Resolved: *To object to the above proposals for the following reasons:*

1) *Green Lane is a small private unadopted lane. A number of properties directly border the road and local knowledge informs us that they are concerned about their safety. The fact it is a private road presents possible complex legal issues in terms of access for commercial vehicles and maintenance. We believe that the road cannot support any increase in traffic and would significantly increase safety concerns to residents, ramblers and horse riders that use the lane. It is currently impossible to turn left coming along Green Lane from the village into this area and given the poor levels of visibility turning out of the area is also precarious. We therefore question the viability of this entrance given the likely increase in the volume of traffic and the deliveries to the shop*

2) *The application site off Green Lane is in an Area of Outstanding Beauty and abuts a protected open space which is defined by policy OS1A. The fact that the built form is shown tight up to the southern boundary*

without any proposed landscaping will have a negative detrimental impact on this protected rural open space.

3) There is an established hedgerow to the eastern boundary (not shown on the application plans) and we are concerned that the proposals for the stables would damage this hedgerow. The applicant needs to demonstrate that it will not impact on root protection zones of the hedge.

4) We are sceptical about why the stables have been positioned to the rear of the land and the need for the trackway. We feel the area of the land to the north should be kept open to minimise any visual impact on the AONB and views from adjacent public rights of way.

5) We are also sceptical about the design of the stables which look more like holiday cabins having windows and a non-traditional stable doors. They are also significantly larger than the average stable.

6) We question the amount of grazing land available to the horses and suggest that T&MBC consult the British Horse Society on the guidelines for the recommended amount of grazing required for each horse. There also seems to be no mention of storage provision for horse feed or indeed how such an area will be accessed.

7) We are very concerned that there have been no surveys on the land given this is the AONB and renown for the wildlife. We would expect an application of this nature to be accompanied by a topographical survey to show existing trees and hedges.

8) We would question the need for a farm shop in this area given the proximity of Spadeworks. We note that we have not been provided with any opening hours for the proposed shop.

9) A rest room is to be provided but again there is no information given on the treatment of the sewerage.

10) Finally we are concerned about the visual impact on the neighbouring properties and believe the proposals will be harmful to their residential amenity.

Future plans should differentiate between the application boundary (in red) and land ownership (in blue). The current drawings show the application site extending into the protected open space to the south and so gives the impression that this land is owned by the applicant.

The dimensioned sizes on the drawings give a false impression of their size. i.e the width of the proposed stables is stated to be 4 metres where in fact the width of the roof scales 6.7 metres.

20:53hrs 3 members of public left the meeting and RWV returned to the meeting and resumed as Chairman.

5] TM/16/00109/MIN - Wrotham Quarry Addington Lane Trottiscliffe

Details pursuant to conditions 12, 30, 37, 38, 40, 41, 42, 44, 47 and 49 of planning permission TM/14/04075/MIN (Extension to existing quarry to extract silica sand, construction sand and to infill the void with inert waste on land to the north of Addington Lane (KCC ref. KCC/TM/0378/2014). **Resolved:** No objection.

b) Decisions from T&MBC

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). *Approved*

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). *Approved*

3] TM/15/02431/FL - Land between M20 and M26, West of Ford Lane,

Proposed temporary (30 years) change of use from agriculture to agriculture and solar photovoltaic farm with associated static arrays of photovoltaic panels together with cabins to contain inverter cabinets and transformers, storage cabin and a cabin to house a substation, with perimeter fencing, CCTV network, trackways, landscaping and ecological enhancements. *Approved*

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. A resident in Ford Lane has advised the Clerk that lorries for the quarry are arriving and creating a noise disturbance in Ford Lane as early as 5.30am. Members were disappointed to hear this and asked the Clerk to write to the new owner, Ian Fern, expressing their concern and suggesting that he advises the freighter companies to not arrive before the quarry is open. The previous owner used to actively discourage the lorries from arriving before the quarry was open.
- 2] Whitaker Cottage – unauthorised use as separate dwelling. Enforcement are finalising the wording for a Planning Contravention Notice and hope to have this served soon.
- 3] Trosley Farm – Enforcement has advised the Clerk that they have received a retrospective planning application for some works to create a new sand riding area, new roadway and a small area of hard-surface. Unfortunately the planning application is currently invalid but they are hoping that the applicant will submit the information required to validate the application soon.
- 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] 4 Taylors Lane, Trottiscliffe – the Clerk was asked to find out from enforcement whether a porch that is currently been constructed requires planning permission.

166/15 Highways, Footways and Footpaths

- 1] Traffic mounting the pavement on Taylor's Lane - The Clerk and TL had met with two engineers from KCC and County Councillor Sarah Hohler on the 13 January 2016 to discuss the feasibility study for a proposal to install priority signs at this point. KCC have agreed to draft a proposal which will be used to commence the required consultation process.
- 2] Traffic Survey, Taylors Lane/Vigo Hill -At the same meeting on the 13 January 2016 the engineers from KCC considered the proposal to install 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. KCC will also draw up draft plans for this proposal.
- 3] Village Sign formerly located at the duck pond – TL reported that the works to install the sign will be taking place shortly. KCC are happy for the sign to be positioned anywhere on the green as long as it is 450mm back from the carriageway.

4] Reported Faults

- i) In response to a complaint from a local resident the Clerk was asked to write to the school and ask them to remind parents to be respectful when parking in School Lane and not block the pavements. If the problem persists the Clerk will ask the PCSO to attend and review the situation as the parking on pavements is forcing pedestrians to use the road.
- ii) TL has reported the overflowing/blocked drains in Taylors Lane to KCC.
- iii) The Clerk was asked to suggest to KCC that where the bridleway meets Green Lane some hardcore is required to make the surface safe.
- iv) The Clerk was asked to report that there is a large pothole in Church Lane.

167/15 Open Spaces, Recreation Ground and Allotments

1] RoSPA inspection of the playground

JW reported that Ludus Leisure Ltd have now supplied and installed a steel foundation to the multi-play unit, a Hare Body, a new rubber element for the seesaw and have repaired the slide entry. The wetpour around the three new feet on the multi-play area has been redone and the making good the loose spring handles and foot-rest on the existing springer.

168/15 Correspondence

a) For Information

- 1] Area 2 Planning Committee - 2 March 2016
- 2] Joint Transportation Board - 14 March 2016
- 3] Parish Partnership Panel - 18 February 2016
- 4] Standards Committee - 7 March 2016
- 5] KALC Area Committee Meeting - 12 May 2016

b) On Circulation

The following correspondence had been circulated:-

e-watch

Planning documents

KALC - Agenda and Minutes of meeting held on the 14 January 2016

Wild Kent - Kent Wildlife Trust Winter 2015/16

Clerk & Councils Direct - January 2016

Tonbridge & Malling Crime Prevention Panel - Minutes of meeting held on 16 November

Overall of final recommendations of Electoral Review for KCC

Guide to The Queen's 90th Birthday Beacons

Parish News - December 2015

Agenda for JPCTCG held on 18 January 2016

c) Requiring Attention

1] Kent County Council's Tonbridge Gateway Consultation - Members **resolved** to have no objections to moving the services KCC provide from the Gateway to the Tonbridge Library and Adult Education site.

2] Kent Mobile Library Engagement - Although disappointed Members **resolved** to not object to the proposal to stop the mobile library service in Trottiscliffe.

3] A20 Corridor Study - Members noted that this study is taking place.

4] The Queen's 90th Birthday Beacons 21 April 2016 - Members **resolved** to participate in a special 'tribute' to HM The Queen on her special Birthday on the 21st April this year. The Parish Council erected a permanent beacon for The Queen's Diamond Jubilee Beacons in June 2012 adjacent to the village hall car park. Parish Councils across the UK are being asked to light the beacons again as a tribute to The Queen. The Clerk was asked to place an article in The Pilgrims to say that the Parish Council will be lighting a beacon and that more details about this event will follow.

169/15 Any Other Business

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

2] RW will arrange for the Christmas tree to be removed.

170/15 Date of the Next Meeting

The next meeting will be held on Thursday 3 March 2016 at 7.45pm in the village hall.

171/15 Any Confidential Matters

There were none.

There being no other business the meeting closed at 21:30hrs

Chairman

Date.....

