

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD IN THE VILLAGE HALL, TROTTISCLIFFE  
ON THURSDAY 8 FEBRUARY 2018 at 7.45pm**

**PRESENT:**

Mr. Richard Wallis (RW) – Chairman, Jenny Dickson (JD), David Gaunt (DGG),  
David Goodworth (DG), David Jones (DJ), Oliver Shaw (OS)

**IN ATTENDANCE:**

Mrs. Louise Goldsmith (Clerk)

**138/17 Apologies for absence**

Apologies for absence were received from County Councillor Sarah Hohler and Borough Councillors Ann Kemp and Matthew Balfour and from Councillor Terry Baker.

**139/17 Declarations of interest:** There were none to report.

**140/17 Minutes**

The minutes of the Parish Council Meeting held on the 11 December 2017 and the Extraordinary Parish Council meeting held on the 22 January 2018 were approved and signed as a true record.

**141/17 Reports**

- a) County Councillor – There was no report.
- b) Borough Councillor – There was no report.
- c) Kent Police -- RW reported that there had been 3 crime incidents in Trottiscliffe in January 2018. On the 26 January a Ford Transit was broken into on a drive in School Lane and a drill and drain camera were stolen. On the 28 January 3 large bronze statues were stolen from the front of a property in Church Lane and on the 30 January two metal stakes were stolen from a garden in Church Lane. The Clerk reported that Kent Police have advised that they are hoping that a PCSO will attend a Parish Council meeting every 3 months. The PCSO will provide exceptional reporting and limited highlights of crime and will listen and where possible act on any issues raised.
- d) KALC Area Committee – JD attended the meeting held on the 4 January 2018. There was a presentation from Philip Lightowler, KCC Public Transport, and representatives from the bus companies who explained that there is an intention to re-look at bus subsidies which could lead to possible financial cuts and loss of services. There was a discussion on the General Data Protection Regulation which comes into play on the 25 May 2018. Organisations will need to comply with data protection principles when processing personal data.
- e) JPCTCG – DGG was not able to attend the meeting held on the 1 February 2018. A copy of the minutes will be circulated. Parish Councils were asked to support the J5 Slips group by writing to Highways England requesting that a slip road at junction 5 should be included in any future highway strategies.
- f) Parish Partnership Panel – The next meeting will be held on 15 February. JD is not able to attend. DGG will possibly attend instead.
- g) Trosley Liaison Group – There has been no meeting. The next meeting will be held on the 8 May 2018.
- h) Village Hall Committee – DJ reported that a meeting was held on the 5 February 2018. Members were disappointed to hear that David Evans resigned as Chairman at this

meeting. The Clerk was asked to send Mr. Evans a letter from the Parish Council thanking him for contribution over the years to the running and maintenance of the village hall.

- i) Tree Warden - The Clerk will place the correct date for the next walk due to be held on Saturday 12 May 2018 on the website, noticeboards and in The Pilgrim. Members agreed to make a donation of £50.00 towards the Kent Tree Warden Scheme which provides training, support and advice to the tree warden Neil Moulton.

#### **142/17 Matters arising**

- a) Parish Plan/Emergency Plan - RW and DG hope to circulate a draft Emergency Plan before the next meeting.
- b) T&MBC Call for Sites/Development of the Local Plan - T&MBC has advised that the consultation documents on the draft Local Plan have been delayed because they have had to re-assess their calculations for the number of new homes required to be built following the publication of new methodology from the Government.
- c) Progress with a Community Bid for The Plough Inn - Members noted that the community group, Trosley Heritage Group, shall now be the bidder for the public house supported by the Parish Council. Their current legal status is a private company, limited by guarantee, and it is their intention to convert this company into a 'community benefit society' at a later date, aided by the Plunkett Foundation. A market appraisal has been done and the Trosley Heritage Group are in the process of drafting a business plan.
- d) Parish Council Website - The Clerk explained that the Parish Council could look to appoint a contractor to design and maintain a new website. An initial quote from a company that provides this service to Hadlow and Ightham Parish Councils indicate that set up costs could be £1000.00 and maintenance costs would be £50.00 per hour. Alternatively, the Parish Council could look to link up with the village website again. The Clerk has approached Ann Kemp about doing this. It was agreed that the Clerk should investigate this option further to see how it could work and whether the Clerk could have access to update.
- e) Proposal to plant a permanent Christmas Tree on the village green - DG explained that it is very difficult to erect and anchor a tree in the ground each year and that planting a permanent tree might be a solution. It was agreed that the tree should not grow more than 15 feet in height. The Clerk was asked to consult with the Tree Warden about suitable trees. Alternatively, it was suggested that a concrete plug could be installed in the ground which would make the erection of a Christmas Tree easier. DG agreed to investigate this further.

#### **143/17 Finance & Policies**

##### **Statement of payments to be made and income received**

##### **Balances as at 8 February 2018**

National Savings Account:	£ 1,692.64
Nat West TPC TCC Account:	£20,485.89
Nat West TPC Reserve Account:	£23,084.08
Nat West TPC Current Account	£ 128.95

**Receipts:** NS&I Interest for 2017 - £7.94

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

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Mrs L S Goldsmith	(Salary 4 weeks) (11/01/18 - 08/02/18)	000157	£ 164.48
HMRC	(Clerks Tax)	000158	£ 109.20
Mrs L S Goldsmith	(Clerks Expenses)	000159	£ 93.74
Viking	(Stationery)	000160	£ 34.25
Four Seasons Gardens Ltd	(Recreation Ground works)	000161	£ 895.10
D. Wanstall	(Christmas Tree)	000162	£ 75.00
South East Water	(Allotment water supply)	000163	£ 31.11
CPRE	(Annual Membership)	000164	£ 36.00
Four Seasons Gardens Ltd	(Playground repairs)	000165	£ 790.64
Kent Tree Wardens	(Donation)	000166	£ 50.00
<b>Total</b>			<b>£2,279.52</b>
Transfer from TPC Reserve Account to TPC Current Account:			£2,300.00

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

EDF Customers PLC	Electricity Bill	000009	£267.25
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- a) Cheques for signature: The Chairman proposed that the cheques listed above be signed. Agreed
- b) Bank Mandate - deferred to the next meeting

### **144/17 Members of public:**

A member of public has contacted the Parish Council requesting that passing bays are put on Pilgrims Way. Another member of the public has complained about the number of potholes on Taylors Lane.

### **145/17 Planning**

#### **a) Applications**

1] TM/18/00253/TNCA - Oast House Lodge, Taylors Lane, Trottiscliffe

White Beam Tree - to fell as leaning against boundary fence. *Resolved: No objection*

#### **b) Decisions from T&MBC:**

1] TM/17/01522/FL - Plough Inn, Taylors Lane, Trottiscliffe, ME19 5DE

Change of use from A4 public house to C3 two bed residential dwelling including demolition of existing single storey side extension, new roof to remaining single storey side extension.

*Refused*

2] TM/17/01438/LB - Plough Inn, Taylors Lane, Trottiscliffe, ME19 5DR

Listed Building Application: Demolition of single storey side extension undertaking internal and external alterations to facilitate proposed change of use from public house to a dwelling house. *Refused*

3] TM/17/03391/FL - The Lillies, Taylors Lane, Trottiscliffe

Proposed side and loft extension. *Approved*

#### **c) Other planning matters**

1] Whitaker Cottage - unauthorised use as separate dwelling. Enforcement are carrying out further investigations with respect to planning permissions for the site

2] 17/00102/USEH - The Nursery Taylors Lane, Trottiscliffe, regarding alleged unauthorised residential use. Enforcement are carrying out an investigation to determine if a breach of planning control has occurred.

3] Community Asset Register - Members discussed possible buildings that could be considered to be added to T&MBC Community Asset Register. The Clerk was asked to obtain a list of Listed Buildings in the village. Members were asked to bring ideas of any buildings that should be considered for this Register to the next meeting.

### **146/17 Highways, Footways and Footpaths**

#### **1] Reported Faults**

i) 306682 - Members expressed disappointment with the recent refurbishment of the white lining within the traffic calming section on Taylors Lane/The Street/Addington Lane and the number of potholes in the village. The Clerk was asked to request a meeting with The Highways Steward to discuss these 2 issues and other highway issues in the village including the number of potholes on Taylors Lane.

ii) 325587 - Addington Lane - regular flooding on road - the Clerk has reported.

iii) 325590 Church Lane to Bramble Park - the Clerk has requested that the debris is removed.

iv) 325588 Pilgrims Way - the Clerk has requested a deregulation of the speed limit to 30mph.

v) 325589 - Vigo Hill - the Clerk has put in a request for KCC to consider further traffic calming measures.

2] Damage to village green and posts - Some of the posts on the green opposite The George have been completely knocked over. A local resident has asked if the Parish Council would consider putting up a post and chain fence around the area to prevent this happening again and/or increase the kerb height. The Clerk was asked to find out who is responsible for replacing the damaged posts. OS agreed to find out what the neighbouring properties would prefer to see in place.

3] Passing places on Pilgrims Way - In response to a member of public's request for passing places on Pilgrims Way it was agreed that this should be discussed with the Highways Steward.

4] Litter Heroes - Members discussed T&MBC suggestion that each parish holds a litter pick event in March. Members agreed that it would be better to hold the event in April to allow more time for volunteers to come forward. The Clerk advised that T&MBC would be willing to lend the equipment. The Clerk was asked to place an article in The Pilgrims and to put posters on the noticeboards for a litter pick to take place on Saturday 28 April 2018. Timings and roads to be covered will be decided when the number of volunteers available to help is known. The Clerk will need to prepare a full risk assessment.

### **147/17 Open Spaces, Recreation Ground and Allotments**

1] Recreation Ground and playground - The Clerk met with Four Seasons to discuss all of the repairs to the playground and fencing they have undertaken which were picked up in the RoSPA report. The Clerk will obtain a quote for replacing the horse springer in the play area which is rotting. The Clerk will also arrange for a sign to be installed on the netball post about the dangers of hanging off the post which was mentioned in the RosPA report. The Clerk was asked to request that Four Seasons place some more wood-chip down on the area to the side of the village hall to improve the access. A more robust padlock is needed for the gate to the play area.

2] Allotments - DJ reported that he is in the process of collecting the annual fees due from each allotment holder.

4] Request from Trottiscliffe School regarding field behind the allotments - Trottiscliffe School has submitted a formal request to use this land for educational purposes to extend the outdoor learning. The school are keen for a lease agreement to be drawn up and signed so that they can get on with the project. It was **resolved** that the Clerk will approach KALC to see if they can assist with drawing up a draft agreement or can suggest someone that could. DG offered to find out if solicitors he knew could assist.

### **148/17] Correspondence**

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

- 1] Area 2 Planning Committee – 28 February 2018
- 2] Joint Transportation Board – 12 March 2018
- 3] Parish Partnership Panel – 15 February 2018
- 4] Standards Committee – 5 March 2018
- 5] KALC Area Committee Meeting – TBC

#### **b) On Circulation**

- 1] KALC – Minutes of meeting held on 4 January 2018
- 2] KALC – Minutes of AGM held on 18 November 2017
- 3] Clerk & Councils Direct – January 2018
- 4] Trosley Liaison Group – Notes/ Actions from meeting held on 10 October 2017

#### **c) Requiring Attention:**

- 1] Kent Mineral Sites Plan Options – Consultation – The Clerk had attended the public meeting organised by Ryarsh Parish Council to discuss the proposal for a quarry in Ryarsh. Representatives from KCC, who presented the proposal at the meeting, made it clear that this consultation is to seek the views of local residents which will inform a detailed technical assessment which will determine any allocation of sites. Soft sand is used to produce mortar and is in limited supply and there are no substitutes. KCC explained that more sand is required to meet the demands of the proposed construction of new homes and changes to the infrastructure. West Malling Sandpit in Ryarsh has the potential to produce 3.1mt of soft sand and 0.5mt of silica sand. The proposed site is 20.8 hectare and 12 hectares will be used. The quarry will have an operational life of 24 years followed by 5 years of restoration work. Access will be directly on to Roughetts Road then the A20. The village hall was packed and a number of issues were raised by concerned residents. Many residents felt that the village had suffered disproportionately enough and concerns were raised about exposure to the dust from silica sand. Residents also expressed concerns about the number and type of lorries that will be using Roughetts Road and the A20. Concern generally about noise and dirt on the roads and getting into local homes was also raised. Members discussed all of this information and asked the Clerk to prepare a response to object to the proposals to be approved at the next meeting.
- 2] J5 Slip Road – Highways Agency Consultation - Members **resolved** that the Clerk should write to Highways England and support the J5 Slip Group by requesting that they consider the inclusion of a slip road at junction 5 of the M25 in the Investment Strategy for 2020-25 Route Strategies.
- 3] On-street parking fees and charges Order Consultation - Members noted the consultation on T&MBC's review of fees and charges for on-street parking.

**149/17 Any Other Business:** There was none.

**150/17 Date of the Next Meeting**

The date of the next Parish Council Meeting is Thursday 8 March 2018 at 7.45pm in the village hall.

**151/17 Any Confidential Matters**

There were none

There being no other business the meeting closed at 9.34pm

Chairman .....

Date.....