

**MINUTES OF THE PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL, TROTTISCLIFFE
ON THURSDAY 3 MARCH 2016**

PRESENT:

Mr. Richard Wallis – Chairman (RW), Mrs. Jenny Dickson (JD), David Gaunt (DGG), David Jones (DJ), Trevor Ledamun (TL), John Wickham (JW) – arrived 20:37hrs
County Councillor Sarah Hohler – arrived 19:55hrs

IN ATTENDANCE:

Mrs. Louise Goldsmith (Clerk), 6 members of public

172/15 Apologies for absence

Apologies for absence were received from Borough Councillors Ann Kemp and Matthew Balfour and Councillor David Goodworth.

173/15 Minutes

The minutes of the Parish Council Meeting held on the 4 February 2016 were approved and signed as a true record.

174/15 Declarations of interest:

There were none.

175/15 Reports

- a) County Councillor – County Councillor Sarah Hohler explained to Members some of the challenges facing KCC with the pressure on the budget. KCC's most significant pressures include finding an extra £81 million to cover additional demand and increased costs for adult social care. Members at KCC have agreed to a 1.99% increase in council tax. Members also agreed a further 2% National Social Care Levy increase in council tax, which will be used specifically for demand and cost pressures within adult social care. KCC continues to make significant savings by changing the way services are delivered, such as upgrading streetlights to more efficient LED, and developing and transforming the way adult and children's services are delivered. KCC will also continue its efficiency drive, with a further planned 150 job losses on top of more than 2,000 job losses over the last five years which represents a 20% reduction in staff. County Councillor Sarah Hohler reminded the Parish Council to encourage people to respond to the Thames Crossing consultation. County Councillor Sarah Hohler also warned that there is likely to be some disruption on the M20 when works begin to create an extra lane on the over bridge at junction 4 on the Maidstone side. In addition there will be disruption on the roads in Maidstone when works commence to create an extra lane at the roundabout in the town centre. The independent Local Government Boundary Commission for England has published its final recommendations for new electoral arrangements for Kent County Council. The Commission's final recommendations propose that Kent should be represented by 81 county councillors in the future, three fewer than the current arrangement. The village of Stansted will move from Malling North to Malling.
20:10hrs County Councillor Sarah Hohler left the meeting

- b) Borough Councillor - there was no report.
- c) Kent Police - The Clerk had compiled the following report in the absence of a report from Kent Police. On the 9 February 2016 equipment was taken from a building site in Roughetts Road, Ryarsh. On the 17 February a shed was broken into in The Street and items were taken and a bicycle was stolen from a garage in Roughetts Road. On the 20 February a car parked in Butchers Lane, Mereworth was keyed. Although it has not been reported to Kent Police Members noted that on the 3 March 2016 a stone was fired through the window of The George and hit the back wall. Fortunately, no one was injured. It appears to have been fired using a catapult from a car. The rear side window of a car by Sharon Cottages was also broken together with two windows in another car. This is not the first time this has happened and the Clerk has reported Members' concerns to the PCSO.
- d) KALC Area Committee - there has been no meeting.
- e) JPCTCG - there has been no meeting.
Parish Partnership Panel - TL attended the meeting held on the 18 February 2016 and advised Members of the following:
Clean for The Queen - T&MBC have launched a campaign to clear up Britain in time for the Queen's 90th birthday. Volunteers across the county are encouraged to clean up their local areas. T&MBC are encouraging community groups to hold events throughout March and April and will support these by assisting with publicity, providing equipment and arranging rubbish collection.
KCC Soft Landscaping Scheme - KALC T&M branch discussed their informal discussions with KCC on improved collaborative working with parishes and providing services in a different way. The Borough Council are also talking to KCC regarding a 'district deal' and looking at opportunities for more local service delivery.
Local Plan and Planning Reforms Update - The Planning Policy Manager provided an update on the progress of the Local Plan and the programme for its preparation. Good progress is being made on the assessments of the sites submitted as part of the Call for Sites exercise. However, ongoing Government planning reforms has meant that the Local Plan programme has been revised and the Issues and Options element will now be out for consultation in September 2016 rather than the spring as originally planned.
- f) Trosley Liaison Group - there has been no meeting. RW reported on a meeting held on the 22 February to do with the Old Chalk New Downs Project which he had attended on behalf of the Parish Council. This lottery funded project aims to reconnect, restore and create chalk grassland and other downland habitat where they historically existed by addressing the management along the scarp between Kemsing Down and Detling Hill. The project involves a number of stakeholders including Parish Councils.
- g) Village Hall Committee - DJ reported that a meeting had been held on the 8 February 2016.

176/15 **Matters arising**

- a) Defibrillator - TL reported that a local community responder 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 - Members discussed the timing of getting the process started and **resolved** to postpone holding any public consultation event until the Autumn.

- c) Request to re-site the dog waste bin in Pinefields Lane - The Clerk had met with T&MBC to consider siting the dog waste bin near to the allotments in Green Lane. T&MBC would have no objection to it being sited here but also suggested that it could be located on the bridleway at the end of Green Lane, screened by a tree and vegetation from the housing opposite. Members preferred this alternative location but before making a final decision **resolved** that the Clerk should deliver a note to the housing in the area to advise them that a dog waste bin will be positioned on the bridleway. Members noted correspondence from a local resident who feels that the current location of the dog poo bin in Pinefields Lane is convenient for dog walkers.
- d) Trottiscliffe School Diamond Jubilee - June 2016 – JD had attended a meeting of the committee set up to organise the celebrations. Members were pleased to hear that the committee were now thinking of holding a tea party and celebration on the recreation ground on the 10 June from 1.30pm-7pm. Members **resolved** to give the school and committee permission to use the recreation ground on this date subject to sight of a satisfactory risk assessment.
- e) The Queen’s 90th Birthday Beacons 21 April 2016 – RW reported that a number of people were able to help with organising a celebration and the lighting of the beacon in honour of The Queen’s 90th Birthday celebrations on the 21 April 2106. It was **resolved** that the Parish Council would provide a drink for people to toast The Queen and that people should bring their own nibbles. A lighting time for the beacon of 7.30pm has been offered. The Clerk was asked to advise the Pageantmaster that the Parish Council will be lighting the beacon at 8pm. An idea to ensure that local residents also celebrating their 90th birthday this year are included was discussed. The Clerk was asked to place an invitation giving all the details of this event in The Pilgrims and to book the village hall. Members **resolved** to not purchase any commemorative gifts.
- f) Dares of Meetings
It was **resolved** to hold the Parish Council meetings due be held in May and June on the 12 May and 9 June. It was also **resolved** to change the date of the Annual Parish Meeting to the 14 April 2016. The Clerk was asked to change the bookings for the village hall.

177/15 Finance & Policies

a) Statement of payments to be made and income received

Balances as at 26 February 2016:

National Savings Account:	£ 1,674.64
Nat West TPC TCC Account:	£17,279.88
Nat West TPC Reserve Account:	£ 16,775.02
Nat West TPC Current Account	£ 3,946.33
Less cheque 13 £2,772.00	
Less cheque 14 £140.40	£ 1,033.93

Receipts

Transparency Fund Grant for laptop, printer, software and ink: £993.73

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) (05/02/16 - 03/03/16)	000015	£ 157.48
HMRC	(Clerk's Tax)	000016	£ 104.80
Mrs L S Goldsmith	(Expenses)	000017	£ 81.87
Trottscliffe PCC	(Annual Grant)	000018	£ 450.00
Trottscliffe Village Hall	(Annual Grant)	000019	£1,300.00
Trottscliffe C of E School	(Annual Grant)	000020	£1,250.00
CPRE	(Annual subscription)	000021	£ 36.00
Mrs L S Goldsmith	(Reimbursement of laptop printer, software, ink)	000023	£ 949.54
Citizens Advice Bureau	(Donation)	000024	£ 50.00
Total			£4,379.69

Transfer from TPC Reserve Account to TPC Current Account: £3,450.00

Cheques for signature TPC TCC Account: There were none.

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

b) Donations - Members **resolved** to not opt out of the external audit arrangements that the Smaller Authorities' Audit Appointments Limited (SAAA) is putting on place. These arrangements will take effect from the 1 April 2017 and end on the 31 March 2022.

c) CATMB - Members **resolved** to donate £50.00 to the Citizens Advice Tonbridge & Malling.

d) Asset Register - The Clerk will produce a revised asset register. It was noted that the Parish Council's insurance is due for renewal on the 31 May 2016. The Clerk will obtain quotes.

178/15 Members of public:

Two members of public discussed the problem of lorries for the quarry arriving and creating a noise disturbance in Ford Lane as early as 5.30am. Concern about the speed that some of the lorries travel at was also raised. Ian Fern, the owner of the quarry attended the meeting as a member of the public. A member of public expressed their disappointment that the Parish Council were not going to reconsider their decision to relocate the dog waste bin in Pinefields Lane.

21:05hrs 3 members of public left the meeting

179/15 Planning

a) Applications:

There were none to consider.

b) Decisions from T&MBC

1] TM/15/03902/FL - Beaumont, Taylors Lane, Trottscliffe, ME19 5ES

Erection of two storey side extension and replacement of dormer window to front roof slope.

Approved

2] TM/15/03803/FL - Luxor, Ford Lane, Trottscliffe, ME19 5DP

Construction of detached single storey garage. Conversion of existing integral garage into a habitual room including new front bay window. *Refused*

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. *Approved*

c) Other planning matters

1] KCC/TM/0378/2014 - Wrotham Quarry - Ian Fern attended the meeting as a member of the public and listened to the concerns of local residents about the problem of lorries turning up very early at the quarry and creating noise and also the speed that some of the lorries travelled at. Ian Fern explained the history of the site and his involvement and also explained the next stages for extending the quarry and the implications of the proposed tunnel. Members were pleased to hear that Ian Fern could be willing to assist with community projects.

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 the retrospective planning application for some works to create a new sand riding area, new roadway and a small area of hard-surface is still invalid.

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

5] 4 Taylors Lane, Trottiscliffe, alleged unauthorised porch - Planning Enforcement have advised that following an inspection of the premises and of council records, it is apparent that there may have been a breach of planning control at the site. This matter is the subject of further investigation and an enforcement file has been opened.

180/15 Highways, Footways and Footpaths

1] Traffic mounting the pavement on Taylor's Lane - KCC are in the process of drafting a proposal which will be used to commence the required consultation process.

2] Traffic Survey, Taylors Lane/Vigo Hill - County Councillor Sarah Hohler has advised the Clerk that the engineer has drawn up plans with optimal siting for speed signs and repeaters and that she has given her approval for her Member grant to be used to fund the consultation.

3] Village Sign formerly located at the duck pond - TL reported that the works to install the sign will be taking place shortly.

4] Electricity supply to the Christmas Tree - The Clerk has submitted a request to KCC for a permanent power supply to be installed on the village green opposite The George.

5] Reported Faults

i) Fault 198332 - pothole in Church Lane - works completed

ii) PROW 756774 Surface Repair to Public Bridleway MR185 at Green Lane - the Clerk has requested that some road planings are laid the whole length between Green Lane and the field.

iii) Fault - overflowing blocked drains in Taylors Lane - works have been programmed.

iv) School Lane, blocked pavements - the Clerk has written to the school asking them to remind parents to be respectful when parking in School Lane and not block the pavements.

v) Incomplete white lining Taylors Lane - KCC are scheduling the works for the white lining to be completed.

vi) Parking on the pavements in Taylors Lane - Members discussed this ongoing problem and asked the Clerk to report their concerns to the PCSO and to find out what action could be taken.

- vii) Taylors Lane - TL agreed to report to KCC that there are 2 potholes in the lay-by next to the Parish Council noticeboard.
- viii) Street sign Taylors Lane/The Pilgrims - the Clerk was asked to report that the sign has lost some of its letters.
- ix) The Plough Inn - the Clerk was asked to remind the owner of The Plough to not block the pavement with signs/boards, particularly during the night.

181/15 Open Spaces, Recreation Ground and Allotments

1] Remedial work to the playground

JW reported that he and the Clerk had met with the current grass contractor to consider the outstanding remedial works required to the play area. The contractor has been asked to quote for the following. The memorial bench adjacent to the play area needs to be levelled, 6 posts around the perimeter fencing of the play area need to be replaced. The gravel boards and stakes around the edges of the rubber matting for the play equipment need to be removed and replaced with top soil and turf to level the dips around the edges of the play equipment and to stop any trip hazards.

2] Grass cutting schedule - Members noted that the new contractor has started earlier than normal because grass has been growing over recent weeks and needed cutting.

3] Allotment boundaries and fencing - Members **resolved** that the Clerk should undertake some land searches to ascertain the allotment boundaries and obtain quotes for Chestnut fencing on the boundaries belonging to the Parish Council.

182/15 Correspondence

a) For Information

- 1] Area 2 Planning Committee - 2 March 2016
- 2] Joint Transportation Board - 14 March 2016
- 3] Parish Partnership Panel - 16 June 2016
- 4] Standards Committee - 7 March 2016 - meeting now cancelled
- 5] KALC Area Committee Meeting - 12 May 2016

b) On Circulation

The following correspondence had been circulated:-

e-watch

Parish Partnership Panel - Minutes and documents from meeting held on 18 February 2016

Tonbridge & Malling Community Safety Partnership - Newsletter - March/ April 2016

Clerk & Councils Direct - March 2016

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

NHS West Kent Clinical Commissioning Group - Winter 2016 Newsletter

Final Recommendations to the new electoral arrangements for Kent County Council

Lower Thames Crossing - list of local events

c) Requiring Attention

1] Calls for Sites - Issues & Options Report - communication from Stephen Humphrey, Director Planning, Housing and Environmental Health at T&MBC - Members were disappointed with the communication received and the implication that the Parish Council might not be consulted at an early stage on the sites put forward. It was **resolved** that the Clerk should respond and state that the Parish Council would like an opportunity to discuss the sites put forward for Trottiscliffe and state that given their local knowledge Members do not feel that they are appropriate for development. The Clerk was asked to request that the Parish Council would like to be consulted at an early stage.

2] Government Update - Neighbourhood Planning and a new Consultation on planning changes - Members agreed to look at the consultation documents and to bring any comments to the next meeting.

3] Invitation from CPRE to discuss T&MBC Local Plan - The Clerk and Cllr. Dickson will attend this event due to be held on the 11 March at 6pm in Larkfield Village Hall.

183/15 Any Other Business

- 1) Seems to be an issue with dog walkers walking down the side of April Cottage.

184/15 Date of the Next Meeting

The Annual Parish Meeting meeting will be held on Thursday 14 April 2016 at 7.45pm in the village hall to be followed by the Parish Council meeting.

185/15 Any Confidential Matters

There were none.

There being no other business the meeting closed at 21:55hrs

Chairman

Date.....