

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

PRESENT:

Mr. Richard Wallis (RW) – Chairman,
Terry Baker (TB), Jenny Dickson (JD), David Gaunt (DGG) (arrived 7.50pm)
David Goodworth (DG), David Jones (DJ), Oliver Shaw (OS)

IN ATTENDANCE:

Borough Councillor Ann Kemp
Mrs. Louise Goldsmith (Clerk)

152/17 Apologies for absence

Apologies for absence were received from County Councillor Sarah Hohler and Borough Councillor Matthew Balfour.

153/17 Declarations of interest:

JD expressed a pecuniary interest in item 159/17 (a) (1) and (2) and RW expressed a pecuniary interest in item 159/17 (a) (1).

154/17 Minutes

The minutes of the Parish Council Meeting held on the 8 February 2018 were approved and signed as a true record.

155/17 Reports

- a) County Councillor – There was no report.
- b) Borough Councillor – Borough Councillor Ann Kemp advised that the Master Plan Framework for all Local Plans has been issued and that the Government's proposed new methodology for calculating the number of new homes to be built will not be brought in for several months. This gives T&MBC an opportunity to get the current draft Local Plan, which has been drafted using the current methodology for calculating the number of new homes required, approved by the Planning & Transportation Committee in June with a view to consult the public in October 2018. The aim is to then get the final document to the Secretary of State in December 2018. The budget has been approved and there is a 2.99% increase in Council Tax. T&MBC are mindful the Borough Council is due to see a further reduction in its Settlement Funding Assessment (SFA). Fortunately, the New Homes Bonus allocation for the year is better than expected due to the exceptional delivery of new homes and income from business rates is increasing. T&MBC are looking at further income generating projects rather than considering having to cut services.
8.02pm Borough Councillor Ann Kemp left the meeting
- c) Kent Police – RW reported that there on the 8 February 2018 the quarry was broken into and several trucks were damaged, tools were stolen and a van was stolen
- d) KALC Area Committee – There has been no meeting.
- e) JPCTCG – DGG outlined the review taking place on the South Eastern Rail Franchise. Plans have been unveiled to boost daily capacity by 40,000 passengers per day. The invitation to tender has been issued to 3 companies, the new franchise will not start until April 2019.

- f) Parish Partnership Panel - Unfortunately nobody was able to attend the meeting held on the 15 February 2018. The minutes of the meeting will be circulated. The Kent Police and Crime Commissioner, (Mr Matthew Scott), set out future aspirations and priorities for Kent Police and advised of a number of new initiatives planned to recruit additional officers. Mr Scott confirmed that an investment in 200 extra officers would mean more would be allocated to community policing. Particular reference was made to initiatives supporting vulnerable people and one of Mr Scott's priorities is to make sure that those with mental health issues who come into contact with the police have access to the right support.
- 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 Alison Prountzos is now the Chairman of the Village Hall Committee.
- i) Tree Warden - The Clerk has placed details about the next walk due to be held on Saturday 12 May 2018 on the website, noticeboards and in The Pilgrim.

156/17 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 - See 155/17 (b) overleaf.
- c) Progress with a Community Bid for The Plough Inn - Members noted that the Trosley Heritage Group have put forward a draft business plan to the Plunkett Foundation and are currently working on the tender documents. A public meeting had been held the previous night and the Trosley Heritage Group are pleased with the levels of both financial and practical support for the project from both locals and people living outside the village. A further public meeting is due to be held on the 22 March 2018.
- d) Parish Council Website - It was noted that the Clerk needs some support in developing a Parish Council website. It was agreed that to ensure the longevity of the design and maintenance of any website that it should be outsourced. The current platform provided by KCC is cumbersome and dated. It was suggested that it would be preferable to use a local person if possible to develop the website. The Clerk will investigate the options and will report back at the next meeting.
- e) Proposal to plant a permanent Christmas Tree on the village green - Neil Moulton, Tree Warden has kindly suggested a number of suitable trees that could be planted on the green opposite The George as a permanent Christmas Tree. Members discussed these suggestions and on reflection agreed that a permanent tree could be detrimental to the street scene. DG agreed to investigate putting a tube in the ground which would make the erection of a Christmas Tree easier.
- f) General Data Protection Regulation - The Clerk had circulated the NALC toolkit which gives useful guidance on how to tackle the requirements of the General Data Protection Regulation which will take effect in the UK from the 25 May 2018. The Clerk will be the Data Controller and must maintain a record of processing activities and consent must be obtained when holding personal data. A Data Protection Officer will need to be appointed. DGG kindly volunteered to do this role. Members were asked to look at the toolkit for further discussions at the next meeting.

157/17 Finance & Policies

Statement of payments to be made and income received

Balances as at 8 March 2018

National Savings Account:	£ 1,692.64
Nat West TPC TCC Account:	£25,651.26
Nat West TPC Reserve Account:	£18,186.62
Nat West TPC Current Account	£ 199.43
Less cheque 000166	<u>£ 50.00</u>
	149.43

Receipts:

Nat West TPC TCC Account:

£963.11 - Reimbursement of electricity bills for 2017/18 from Trottiscliffe Tennis Club

£2,500.00 - Contribution to the sinking fund for 2017/18 from Trottiscliffe Tennis Club

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) (08/02/18 - 08/03/18)	000167	£ 164.48
HMRC	(Clerks Tax)	000168	£ 109.20
Mrs L S Goldsmith	(Clerks Expenses)	000169	£ 104.78
Viking	(Stationery)	000170	£ 121.13
KALC	(Training)	000171	£ 72.00
Total			£571.59

Transfer from TPC Reserve Account to TPC Current Account: £550.00

Cheques for signature TPC TCC Account:

- Cheques for signature: The Chairman proposed that the cheques listed above be signed. Agreed
- Bank Mandate - It was **resolved** that a banking relationship will be maintained with National Westminster Bank Plc and that authorised signatories in the current mandate be changed in accordance with the instructions in sections 5 and 6 of the new mandate.

158/17 Members of public:

There were no members of public.

159/17 Planning

a) Applications

8.38pm RW and JD declared a pecuniary interest and left the meeting. DJ took over as Chairman

1] TM/18/00370/FL - 2 Taylors Lane, Trottiscliffe

Construction of single storey rear extension and pitched roof front porch.

Resolved: No objection (3 in favour, 2 abstained)

8.42 RW returned to the meeting and continued as Chairman

2] TM/18/00357/OA - The Nursery, Taylors Lane, Trottiscliffe

Outline application for a detached bungalow to replace a mobile home.

Resolved: Object We would like to draw your attention to the planning history of this site and that there has been a history of rejection of proposals for permanent accommodation on this site. We disagree with the reasoning in section 4.1 of the Design, Access and Planning Statement that a permanent dwelling, particularly one of this size, is needed for the applicant and family who are apparently employed at this small nursery site. We do not accept that the nursery business supports the local economy. We therefore disagree with the statement in section 6.5 that there is scope for small scale developments within the AONB where they support the local economy. Our local knowledge still informs us that a viable business is not operating at this site. We would be interested to know that should permission be granted what action/conditions will be taken/set to reinstate the land if the nursery business ceases. We therefore do not feel that there are Very Special Circumstances that provide a case to replace a mobile home in the Green Belt on the edge of our village envelope.

8.49pm JD returned to the meeting.

b) Decisions from T&MBC:

1] TM/18/00004/FL - 1 Pine Cottage, Church Lane, Trottiscliffe

To remove the small front porch and in-used conservatory to make way for an enlarged front porch and single storey rear/side extension with skylights. *Approved*

2] TM/18/000016/TNCA - Cheildon, Taylors Lane, Trottiscliffe

T1 Mature Horse Chestnut - re-pollard back to previous points.

T2 Mature Sycamore - reduce by 30% to re-balance tree/overhan

T3 Blue Cedar - reduce by 1/3 to clear overhead utilities and shapes sides
create bell like shape. *No objection*

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. The Clerk was asked to find out how Council Tax is being charged for this site.

2] 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 submit applications to register the Village Sign, the pond on Taylors Lane, the Tennis Courts, the Village Hall and the green opposite The George as community assets.

160/17 Highways, Footways and Footpaths

1] Reported Faults

i) 306682 - refurbishment of the white lining within the traffic calming section on Taylors Lane/The Street/Addington Lane.

ii) 325587 - Addington Lane - regular flooding on road

iii) 325588 Pilgrims Way - deregulation of the speed limit to 30mph.

iv) Damage to village green and posts

v) Passing places on Pilgrims Way - request for passing places on Pilgrims Way.

2] Meeting with Highway Steward - Members noted that at the request of the Highways Steward the meeting planned for the 8 March 2018 to discuss all of the above faults and other highway issues has been postponed to the 21 March 2018. The Clerk was asked to find out if this meeting could take place on the 28 March 2018 so that RW could attend.

3] Litter Heroes - The Clerk has placed an article in The Pilgrims and put posters on the noticeboards calling for volunteers for a litter pick to take place on Saturday 28 April 2018. So far only one volunteer has come forward. The logistics of the litter pick were discussed. The Clerk explained that until the number of volunteers is known it was better to keep things flexible. The Clerk will place a further article in The Pilgrims suggesting that local residents

can collect rubbish over the weekend of the 28/29th April. The Clerk will look to make individual arrangements with volunteers to decide which areas are to be covered and to both deliver and collect the equipment and any rubbish collected.

161/17 Open Spaces, Recreation Ground and Allotments

1] Recreation Ground and playground - A quote of £589.00 to replace the horse springer in the play area was agreed. DJ kindly offered to help the Clerk install the new springer. The Clerk has asked Four Seasons to place some more wood-chip down on the area to the side of the village hall to improve the access. The padlock for the gate to the play area has been replaced. Members discussed a quote from Four Seasons of £858.90, (including VAT), to make essential repairs to the fencing around the play area. The Clerk was asked to seek alternative quotes.

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

3] 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. KALC recommended that the Parish Council use Surrey Hills Solicitors to draft the agreement. The Clerk has received a quote of £1000.00 for them to prepare the agreement. DG suggested that a quote is obtained from btf Partnerships who specialise in land management. The Clerk will also obtain one other quote.

162/17] Correspondence

a) For Information

- 1] Area 2 Planning Committee - 11 April 2018
- 2] Joint Transportation Board - 12 March 2018
- 3] Parish Partnership Panel - 14 June 2018
- 4] Standards Committee - 5 March 2018
- 5] KALC Area Committee Meeting - 10 May 2018

b) On Circulation

- 1] KALC - Parish News - February 2018
- 2] JPCTCG - Agenda for meeting held on 1 February 2018
- 3] Clerk & Councils Direct - March 2018
- 4] Joint Transportation Board - Agenda for meeting due to be held on 12 March 2018
- 5] Parish Partnership Panel - Minutes of meeting held on 15 February 2018

c) Requiring Attention:

1] Kent Mineral Sites Plan Options - Consultation - The Clerk had circulated a draft response to the consultation prior to the meeting but had only received comments from JD. DG suggested a few changes having queried whether the Parish Council should be objecting to the consultation. It was agreed that the Parish Council should support Ryarsh by objecting to the proposals. It was agreed that comments on the letter should be sent to the Clerk before the 16 March 2018.

2] Kent Downs Area of Outstanding Natural Beauty Management Plan Consultation - The Clerk will place an article in The Pilgrims encouraging residents to respond to the consultation.

163/17 Any Other Business:

- 1] A tractor has been seen regularly using the field behind the allotments again. It is believed to be Ian Murray delivering animal feed.
- 2] JD expressed concern about the number of posters that keep appearing and not taken down in the village.

164/17 Date of the Next Meeting

The date of the Annual Parish Council Meeting is Thursday 10 May 2018 at 7.45pm.

165/17 Any Confidential Matters There were none

There being no other business the meeting closed at 9.41pm

Chairman

Date.....