

**MINUTES OF THE PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL, TROTTISCLIFFE
ON THURSDAY 14 APRIL 2016**

PRESENT:

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

IN ATTENDANCE:

Mrs. Louise Goldsmith (Clerk), 5 members of public

01/16 Apologies for absence

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

02/16 Minutes

The minutes of the Parish Council Meeting held on the 3 March 2016 were approved and signed as a true record.

03/16 Declarations of interest:

JW declared an interest in item 08/16 (c) (4).

04/16 Reports

- a) County Councillor - there was no report
- b) Borough Councillor - there was no report.
- c) Kent Police - Members noted that PCSO Ross McMillan had been very helpful in removing a Suzuki car which had been completely blocking the footpath near to School Lane for several days at the end of March. PCSO Ross McMillan has stated that Kent Police will look to remove any other vehicles which are blocking the pavement on a case by case basis. PCSO Ross McMillan has also agreed to put parking notices on other vehicles parked on the pavements around the village, when he is in the area, advising them about offences and charges.
- d) KALC Area Committee - there has been no meeting.
- e) JPCTCG - TL attended the meeting on the 7 April 2016. Membership of this group is £50.00 per annum and TL thought it would be useful for the Parish Council to send a representative along on a regular basis. TL reported that £30,000 has been raised for consultants to examine the effects of heavy traffic between Wrotham and Sevenoaks as part of the research into a proposal for an east facing slip off the M25. Parish Councils in the area of the proposed lorry park just off junction 11 of the M20 have objected to the proposals as they are concerned about possible air pollution. The preferred proposed Lower Thames crossing point would seem to be the route east of Gravesend, near Higham. This proposal could bring about an increase in traffic on the A227, A228 and A229.
- f) Parish Partnership Panel - there has been no meeting.
- g) Trosley Liaison Group - there has been no meeting.
- h) Village Hall Committee - DJ reported that the Annual General Meeting had been held on the 11 April 2016.

05/16 **Matters arising**

- a) Defibrillator – The Clerk agreed to find out when the village hall would be available in the evening at the end of June/early July so that TL can set a date for 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 were reminded about the Community Resilience and Emergency Planning Workshop to be held on the 19 May 2016. This is a free event organised by the Kent Resilience Team and KALC. Members were asked to advise the Clerk if they would like to attend.
- c) Request to re-site the dog waste bin in Pinefields Lane – The Clerk had delivered a note to all the houses in Green Lane advising them that the Parish Council were looking to place a dog waste bin on the bridleway at the end of Green Lane. The Clerk had received one query from a local resident but had not received any formal objections. It was resolved to move the dog waste bin in Pinefields Lane to the bridleway at the end of Green Lane. The Clerk will advise T&MBC.
- d) 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 2016. The Clerk has advised the Pageantmaster that the Parish Council will be lighting the beacon at 8pm. An invitation had been placed in The Pilgrims and RW offered to put up posters about the event around the village. The Clerk had collected the 24 bottles of champagne donated by Ian Fern, Wrotham Quarry, which will be used to toast The Queen at this event. The risk assessment prepared by the Clerk was approved and will be sent to the insurance company and Kent Police.

06/16 **Finance & Policies**

Statement of payments to be made and income received

Balances as at 31 March 2016:

National Savings Account:	£ 1,674.64
Nat West TPC TCC Account:	£17,279.88
Nat West TPC Reserve Account:	£ 13,326.07
Nat West TPC Current Account	£ 6,770.24

Receipts

T&MBC Precept first half instalment:	£6,500.00
T&MBC Council Tax Reduction Support Grant first half:	£166.00

Cheques for signature TPC Current Account:

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Mrs L S Goldsmith	(Expenses)	000027	£ 81.87
KALC	(Annual Subscription)	000028	£ 241.92
Walnut Tree Farm	(Website Hosting to 2017)	000029	£ 190.00
Mrs L S Goldsmith	(Salary- 4 weeks) (03/03/16 – 14/04/16)	000030	£ 236.23
HMRC	(Clerk's Tax)	000031	£ 157.20
Four Seasons Gardens Ltd	(Grass cutting)	000032	£ 472.80
Malcom Gough	(Fence repairs)	000033	£ 85.00
Total			£1,465.02

Transfer from TPC Current Account to TPC Reserve Account: £5,200.00

Cheques for signature TPC TCC Account: There were none.

- a) The Chairman proposed that the cheques listed overleaf be signed. Agreed.
- b) Annual Return - Annual Governance Statement 2015/16 - The statements were read out by the Chairman. The statements were completed and signed by the Clerk and Chairman.
- c) Clerks Conference - Members **resolved** that the Clerk could attend this conference due to be held on Tuesday 14 June 2016. Addington Parish Council will pay the £72.00 fee this year with a view that Trottiscliffe Parish Council will pay the fee next year.
- d) Councillors Conference - Thursday 7 July 2016. Members were asked to advise the Clerk if they would like to attend.
- e) Outturn Statement for the year ending 31 March 2016 - signed by RW as Chairman.
- f) Asset Register - Members approved an asset register and agreed that the tennis court pavilion and floodlights, though insured by the Parish Council on behalf of the tennis club, are not assets belonging to the Parish Council.

07/16 Members of public:

A member of public queried why the T&MBC planning portal shows that the proposal TM/16/00597/FL had been decided without a response from the Parish Council. Another member of public asked when the planning proposal TM/16/00977/FL, Bellevue, Pinesfield Lane, Trottiscliffe would be considered by the Parish Council.

08/16 Planning

a) Applications:

1] TM/16/00808/TNCA - The Forge, Taylors Lane, Trottiscliffe, ME19 5DS

Remove large Ash tree and replace with Hawthorn in hedge. *Resolved: No objection*

2] TM/16/00597/FL - Coldrum House, Coldrum Lane, Trottiscliffe

Demolition of an existing garden storage outbuilding and its replacement with a new garden store and car port outbuilding. *Resolved: No objection*

b) Decisions from T&MBC

1] 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). *Approved*

c) Other planning matters

1] Whitaker Cottage - unauthorised use as separate dwelling. Enforcement are finalising the wording for a Planning Contravention Notice and hope to have this served soon.

2] 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.

3] 4 Taylors Lane, Trottiscliffe, alleged unauthorised porch - Planning Enforcement have advised that following a site visit the dimensions of the porch fall within the provisions of Class D of Part 1 of Schedule 2 of The Town and Country Planning (General Permitted Development), therefore no breach of planning control has occurred.

4] Plough Inn, Taylors Lane, Trottiscliffe - the Clerk was asked to check and then report to Planning Enforcement that a sign, with approximate dimensions of 2.5 metres by 1 metre, has been erected to the front of the building. Planning proposal TM/13/02557/LB was granted to replace the existing fascia and hanging signs but no approval has been given for the sign which has recently been put up.

5] Invitation from CPRE to discuss T&MBC Local Plan - The Clerk and JD had attended the event held on the 11 March at 6pm in Larkfield Village Hall. JD reported that it is important for the Parish Council to put themselves forward and to be involved. In particular, the Parish Council should ensure that they comment at all stages of the development of the Local Plan. The Clerk has already advised T&MBC that the Parish Council would like an opportunity to discuss the sites put forward for Trottiscliffe given their local knowledge. The Clerk was asked to make sure that T&MBC acknowledge this request.

09/16 Highways, Footways and Footpaths

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

21:06hrs 2 members of public left the meeting

2] Traffic Survey, Taylors Lane/Vigo Hill - the consultation on the optimal siting for speed signs and repeaters is expected to commence soon.

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

4] Electricity supply to the Christmas Tree - KCC have advised that the Clerk will need to contact UKPN to enquire about a power supply to the site of the Christmas Tree. UKPN will be able to assess the current arrangement and advise on what would be required to ensure a safe power supply for the tree. KCC have also advised that any costs would need to be funded by the Parish Council.

5] Reported Faults

i) PROW 756774 Surface Repair to Public Bridleway MR185 at Green Lane - PROW have advised that whole length between Green Lane and field could benefit from some road planings being laid. They have added this request to the forward maintenance plan.

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

iii) School Lane, blocked pavements - the school have kindly agreed to place an article in the next newsletter reminding parents to be respectful when parking in School Lane and to not block the pavements.

iv) Parking on the pavements in Taylors Lane - the PCSO will place advisory notices on any cars parked on the pavements when he is in the area outlining the implications of blocking the pavements.

v) Taylors Lane - 2 potholes in the lay-by next to the Parish Council noticeboard - works are programmed

vi) Street sign Taylors Lane/The Pilgrims - the Clerk has reported that the sign has lost some of its letters.

vii) The Plough Inn - since the Clerk has contacted the owner the signs/boards have been moved closer to the building so as to not block the whole pavement.

viii) Church Lane - the Give Way sign needs attention.

21:17hrs 1 member of public left the meeting

10/16] Open Spaces, Recreation Ground and Allotments

1] Remedial work to the playground

The current grass contractor has quoted for the outstanding remedial works required to the play area. Members **resolved** to accept the quote of £65.48 to level the memorial bench adjacent to the play area and a quote of £505.20 to remove the gravel boards and stakes around the edges of the rubber matting for the play equipment and replace with top soil and turf. The Clerk was asked to find out if the contractor could review the quote for replacing 6 posts around the perimeter fencing of the play area.

3] Allotment boundaries and fencing - The Clerk reported that the Land Registry do not have any formal record of who owns the allotment boundaries. The Clerk has obtained a quote for Chestnut fencing for the boundary with Darren's Meadow but was asked to go back to the contractor to go over some of the details and see if there could be any reduction in the price quoted.

11/16] Correspondence

a) For Information

- 1] Area 2 Planning Committee - 13 April 2016
- 2] Joint Transportation Board - 13 June 2016
- 3] Parish Partnership Panel - 16 June 2016
- 4] Standards Committee - 15 June 2016
- 5] KALC Area Committee Meeting - 12 May 2016

b) On Circulation

The following correspondence had been circulated:-

e-watch

Planning proposals TM/16/00808/TNCA & TM/16/00597/FL

Tonbridge & Malling Crime Prevention Panel - Minutes of meeting held on the 14 March

Kent Police & Crime Commissioner - January/February 2016 Newsletter

KALC - Membership Information Pack

Copy of CPRE presentation on Local Plans held on 11 March 2016

JPCTCG - Agenda for meeting due to be held on the 7 April 2016

NALC Legal Briefing - Section 137 Expenditure Limit for 2016/2017

The Parish News - April 2016

T&MBC Cabinet - Report of the Management Team - Review of Funding Arrangements with Parish Councils

CPRE - Fieldwork Spring 2016

Countryside Voice - Spring 2016

Came & Company - Local Council Matters Newsletter

Kent Voice - Spring/Summer 2016

c) Requiring Attention

1] Review of funding arrangements with Parish Councils - Members noted that T&MBC are reviewing the funding to Parish Councils. A special meeting of the Cabinet will be convened on the 20 April 2016 to consider this matter. A further report will follow. Members asked the Clerk to respond, (copying in the Borough Councillors), stating that Members welcome an opportunity to be consulted on any proposed changes to funding and its implications. Members expressed their concern about how any changes could affect bodies such as the PCC and Trottscliffe School that currently benefit from the S136 grant.

2] Government Update - Neighbourhood Planning and a new Consultation on planning changes - The Clerk was asked to express Member's concerns about a proposal which would

enable planning bodies to grant planning permission for housing development on sites allocated in plans or identified on brownfield registers and allowing small builders to apply directly for permission in principle for minor development.

3] Perceived failings of Planning Enforcement – Members noted that Platt, Borough Green and Plaxtol Parish Councils have started a dialogue with the Head of Planning at T&MBC about what is perceived, from a parish perspective, as a failing in planning enforcement. The Clerk was asked to support a proposal to escalate this through KALC.

4] KCC Consultation on the review of KCC funded bus service – Members noted the review.

12/16 Any Other Business

Reports received of an alarm going off regularly from the Trosley Farm direction.

13/16 Date of the Next Meeting

The Annual Parish Council Meeting will be held on Thursday 12 May 2016 at 7.45pm in the village hall.

14/16 Any Confidential Matters

There were none.

There being no other business the meeting closed at 9.45pm

Chairman

Date.....