

**MINUTES OF THE PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL, TROTTISCLIFFE
ON THURSDAY 9 JUNE 2016**

PRESENT:

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

IN ATTENDANCE:

Mrs. Louise Goldsmith (Clerk), 1 member of public

33/16 Apologies for absence

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

34/16 Declarations of interest:

There were none.

35/16 Minutes

The minutes of the Parish Council Meeting held on the 12 May 2016 were approved and signed as a true record.

36/16 Reports

- a) County Councillor – County Councillor Sarah Hohler advised the Clerk via email that she will be meeting with the Highways Officers at KCC within the next 2 weeks to discuss the progress with the Traffic Regulation Order for Vigo Hill. Mrs. Hohler has also advised that the approaches to the Seven Mile Lane roundabout on the A20 have been reduced to a single lane in response to requests from drivers who found the two lane approach confusing. Mrs. Hohler also wanted to reassure Members that despite a few children recently leaving Trottiscliffe School the school is still buoyant and that there are no plans to close it.
- b) Borough Councillor – there was no report.
- c) Kent Police – The Clerk had noted the following crimes from the e-watch reports. On the 23 May a residential property in Sandy Lane, Addington was broken into. On the 10 May a car was stolen on Vigo Hill in Trottiscliffe. On the 4 May damage was caused to boats and other equipment on an estate in Tower Hill, Offham. Also in Offham a shed at a residential property in Church Road was broken into on the 5 May. On the 23 May a rug was taken from a horse in a field in Ryarsh.
- d) KALC Area Committee – the minutes of the meeting held on the 12 May have been circulated.
- e) JPCTCG – there has been no meeting.
- f) Parish Partnership Panel – TL attended the meeting held on the 18 May 2016. The review of the funding arrangements for Parish Councils was the main topic discussed. TL explained to Members the effect the proposals would have on the precept. A copy of the minutes of the meeting have been circulated.
- g) Trosley Liaison Group – RW attended the meeting held on the 17 May 2016. Automatic Number Plate Recognition has been introduced and signs to inform customers on how to pay have been put up in the park. Concerns about this causing issues with visitors parking in Vigo village will be monitored. The Trosley Open Day

on the 14 May 2016 was well attended however there are concerns that the visitor centre is not used enough and suggestions to involve the community more were discussed. Mandy Cason, a KCC Community Warden, has been trying to address the problem of dog fouling in the park. RW reported that he had asked if Mandy Cason could attend a Parish Council meeting to discuss the problem of dog fouling in Trottiscliffe. Mandy Cason asked RW to email her directly to make this request so that she can liaise with her manager to see if this will be possible.

- h) Village Hall Committee - DJ reported that a meeting is to be held on Monday 13 June 2016.

37/16 Matters arising

- a) Defibrillator - The Clerk has contacted a community responder in Addington to see if they would be willing to hold an awareness session on how to use a defibrillator. Meanwhile the contact at South East Coast Ambulance Service has also asked the local volunteer coordinators whether someone would be prepared to run an awareness session. Members noted that this would now need to be held at the end of September at the earliest so as to allow sufficient time for the date to be advertised in The Pilgrims.
- b) Parish Plan/Emergency Plan - DG attended the Community Resilience and Emergency Planning Workshop held on the 19 May 2016 organised by the Kent Resilience Team and KALC. DG stated that the training had been useful and he would be formulating some ideas for an Emergency Plan over the next few months.
- c) Review of Funding arrangements with Parish Councils - T&MBC are considering changing the way it charges for the Tonbridge and Malling element of the council tax bill from 2017/18 onwards and are considering the introduction of a local charge for local facilities and services provided by the Borough Council. T&MBC claim this would promote fairness for all residents in different parts of the Borough when paying towards the cost of these services and would generate savings to offset an ongoing reduction in Government funding. Residents living anywhere within the Borough, other than the town of Tonbridge, pay an extra parish precept for local services such as playgrounds and open spaces provided by the Parish Council. As Tonbridge is not a parish, services to these residents are provided and funded by T&MBC. However, to provide some equity, T&MBC have in the past paid grants, totalling just over £225,000 to Parish Councils to help them with the costs of the local services they provide. The Clerk was asked to respond to the consultation stating that Members are disappointed that T&MBC are dressing up the fact they are saving money by making Parish Councils raise their precept. Members feel there will be more pressure on the budget of Parish Councils and small Parish Councils like Trottiscliffe will be forced to make a disproportionate increase to their precept.
- d) T&MBC Call for Sites/Development of the Local Plan - T&MBC have concluded the Strategic Land Availability Assessment stage which includes an initial technical assessment of the 'Call for Sites' exercise. The technical assessments are now available on T&MBC's website. Following this evidence stage it is T&MBC's intention to move to public consultation on the Issues & Options for the Local Plan. The Issues & Options document is to be reported to the Planning and Transport Advisory Board on 5 July 2016 and will set out options for a development strategy for the new local plan. A briefing for all Parish and Town Councils has been arranged for Tuesday 28 June at 7:30 pm in the Council Chamber at Kings Hill. The purpose of the meeting is to explain the evidence work to date and set out the options for the Local Plan development strategy which will be supported by the evidence that will be

consulted upon in September. It was **resolved** that the Clerk and DJ will attend this briefing on behalf of the Parish Council. Members expressed their disappointment that the interim technical assessments have been published without any consultation and feel that there are inconsistencies in their preliminary assessments.

- e) Kent Men of Trees – Trees in the Village Competition 2016 – Members noted that Neil Moulton, Tree Warden for Trottscliffe, has suggested not entering the competition this year and look to enter it next year.

38/16 Finance & Policies

Statement of payments to be made and income received

Balances as at 1 June 2016:

National Savings Account:	£ 1,674.64
Nat West TPC TCC Account:	£20,418.76
Nat West TPC Reserve Account:	£ 19,227.51
Nat West TPC Current Account	<u>£ 175.76</u>
Less cheque 000038	£ 40.00
	<u>£ 135.76</u>

Receipts

Nat West TPC Current Account:

£10.00 – one annual allotment rental fee

Cheques for signature TPC Current Account:

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Mrs L S Goldsmith	(Expenses)	000044	£ 83.36
Mrs L S Goldsmith	(Salary- 4 weeks (12/05/16 – 09/06/16))	000045	£ 159.30
HMRC	(Clerk's Tax)	000046	£ 105.60
Four Seasons Gardens Ltd	(Play areas repairs)	000047	£ 486.68
Four Seasons Gardens Ltd	(Grass cutting)	000048	£ 358.80
Trottscliffe Village Hall	(Hall hire)	000049	£ 70.00
R Wallis	(re-issue of cheque 000038)	000050	£ 40.00
Total			£1,303.74

Transfer from TPC Reserve Account to TPC Current Account: £1,200.00

Cheques for signature TPC TCC Account: There are none.

- a) Cheques for signature: - The Chairman proposed that the cheques listed above be signed. Agreed.
- b) NALC 2016-2018 – National Salary Award – Members noted the revised pay scales for the Clerk.

39/16 Members of public:

A member of the public expressed his concern that the speed on the stretch of road from the top of Vigo Hill to the 20mph zone in the village is currently unlimited and that he would welcome a proposal to reduce the speed limit to 30mph.

8.31pm a member of the public left the meeting

40/16 Planning

a) Applications

1] TM/16/01160/LB - Gore Cottage, Green Lane, Trottiscliffe, ME19 5DX

Listed Building Application: The proposal is for extensions and alterations to the existing cottage to form a new conservatory, new 2 storey extension, modification to the 1990's sprocket roof and internal modifications to the existing stairs and wall. *Resolved: No objections.*

b) Decisions from T&MBC

1] TM/16/00892/RM - Little Reeds Ford Lane, Trottiscliffe, ME19 5DP

Reserved matters of appearance landscaping and scale and details of materials (condition 4) Levels (condition 5) Drainage (condition 9) Tree Survey (condition 11) *Approved*

2] TM/16/01181/TNCA - Redstone Cottage School Lane, Trottiscliffe

To fell Leylandii tree approximately 18 metres high at the foot of the rear garden *No objection*

3] TM/16/00977/FL - Bellevue, Pinesfield Lane, Trottiscliffe, ME19 5EN

Proposed single storey rear extension and internal alterations. *Approved*

c) Other planning matters

1] Whitaker Cottage - unauthorised use as separate dwelling. Enforcement have served a Planning Contravention Notice. The owners have until the 21 June 2016 to respond.

2] Trosley Farm - Enforcement have 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. If a valid application is not submitted shortly it is likely that this case will be reported to the Area 2 Committee meeting due to be held on the 6 July 2016 so that Members can decide whether to serve an enforcement notice.

3] 16/00144/ADVH - Plough Inn, Taylors Lane - regarding alleged unauthorised advert. Enforcement have asked the owners to remove their unauthorised adverts immediately and will be carrying out a site visit shortly to establish whether the signs have been removed from this listed building.

4] Kildare, Ford Lane - the Clerk has reported to enforcement that a second entrance/exit now exists to the right of the property.

5] The Nursery, Taylors Lane - the Clerk was asked to investigate further the conditions of an appeal decision for the retention of a residential caravan ancillary to the Nursery Business.

41/16 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.

2] Traffic Survey, Taylors Lane/Vigo Hill - KCC have now produced the plans showing the optimal siting for speed signs and repeaters. A traffic regulation order is now needed and this means consultation with the police and others.

3] Village Sign formerly located at the duck pond - The refurbished sign has now been relocated to the green opposite The George. JW offered to supply some granite setts to be placed around the bottom of the wooden post. The Clerk will ensure that the sign is on the Parish Council's insurance schedule. It was noted that a bench will now be placed at the former location of the sign at the duck pond. The Clerk will place a photograph of the unveiling of the refurbished sign that took place on Tuesday 7 June 2016 on the website and will send a copy to the local newspapers.

4] Electricity supply to the Christmas Tree - the Clerk will be meeting with an engineer from UKPN on Tuesday 21 June 2016 to assess the current arrangement and to be advised on what would be required to ensure a safe power supply for the annual Christmas tree.

5] Scheme to upgrade 200 metres of water pipeline in Ford Lane - Members noted that South East Water have advised that the start of a £655,000 scheme to upgrade 200 metres of pipeline in Ford Lane has been delayed. A new start date is to be confirmed following discussions with KCC Highways.

6] Reported Faults

- i) Church Lane - the Clerk has reported that the 'Give Way' sign needs attention.
- ii) TL to report that there are potholes in Ford Lane.
- iii) JD has reported to PROW that there is a tree blocking the footpath between Green Lane and Pilgrims Way (PROW ref: 720489) and a tree is blocking the footpath behind the sheds near the church (PROW ref: 084895).
- iv) The Clerk will remind KCC that they have still not completed all of the white lining.

42/16] Open Spaces, Recreation Ground and Allotments

1] Remedial work to the playground - The contractor has completed the playground fencing repairs and levelling off the bench. Members also noted that the contractor had kindly used 6 inch round posts, rather than 5 inch posts as quoted, to give more support at no additional cost. They had also screwed a piece of metal back on to the bottom of the slide. The contractor has been cutting the grass on the recreation ground fortnightly as it has been growing so quickly. JW reported that the grass on this field is still too long despite these extra cuts. DG mentioned that the contractor's main machine has been out of action. The Clerk was asked to request that the contractor does an additional cut this week free of charge, as a measure of goodwill, to reduce the height of the grass. JW reported that RoSPA will be carrying out their annual inspection in July. Members agreed that it was worthwhile to pay an additional £42.00 so that JW can meet with the inspector on the day of the inspection.

2] Allotment boundaries and fencing - The Clerk is waiting to hear when the contractor can install the chestnut fencing on the boundary with Darren's Meadow. DJ has now collected all the allotment rentals for the calendar year. The Clerk has also received a signed contract and £60 rental fee from Mr. Murray which will allow him to keep sheep on the land to the rear of the allotments for the calendar year.

43/16] Correspondence

a) For Information

- 1] Area 2 Planning Committee - 6 July 2016
- 2] Joint Transportation Board - 13 June 2016
- 3] Parish Partnership Panel - 8 September 2016
- 4] Standards Committee - 15 June 2016
- 5] KALC Area Committee Meeting - TBC

b) On Circulation

The following correspondence had been circulated:-

e-watch

Planning proposals

Bills announced in Queen's Speech 2016

Message from the new Kent Police and Crime Commissioner

Parish Partnership Panel - Minutes of meeting held on the 18 May 2016

KALC - Tonbridge & Malling Area Committee - minutes of meeting held on 12 May 2016

Trosley Country Park Liaison Group - minutes of meeting held on 17 May 2016

Joint Transportation Board - agenda for meeting held on 7 June 2016

Joint Standards Committee - agenda for meeting held on 15 June 2016

c) Requiring Attention

Nothing additional.

44/16 Any Other Business

The BT telephone box in Taylor's Lane need cleaning and the vegetation which is blocking the door needs cutting back.

Trottiscliffe Primary School will now be celebrating their 50th Anniversary on the 21 July 2016 in the school playground.

Number of visitors to The George Inn seem to be parking on the pavement in Taylors Lane, particularly at the weekends.

45/16 Date of the Next Meeting

The next Parish Council Meeting will be held on Thursday 7 July 2016 at 7.45pm in the village hall.

46/16 Any Confidential Matters

There were none.

There being no other business the meeting closed at 9.06pm

Chairman

Date.....