

**MINUTES OF THE PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL, TROTTISCLIFFE
ON THURSDAY 15 JUNE 2017 at 7.45pm**

PRESENT:

Mr. Richard Wallis – Chairman (RW), Jenny Dickson (JD), David Goodworth (DG),
David Jones (DJ), John Wickham (JW)
Borough Councillor Ann Kemp, Neil Moulton (Tree Warden)

IN ATTENDANCE:

Mrs. Louise Goldsmith (Clerk)

33/17 Apologies for absence

Apologies for absence were received from County Councillor Sarah Hohler and Cllrs. David Gaunt and Trevor Ledamun.

34/17 Declarations of interest: There were none.

35/17 Minutes

The minutes of the Annual Parish Council Meeting held on the 11 May 2017 were approved and signed as a true record.

36/17 Reports

- a) County Councillor - There was no report.
- b) Borough Councillor – Borough Councillor Ann Kemp reported that the contract for waste is to be discussed at the next Environmental Health meeting.
- c) Kent Police –The Chairman reported that on the 28 May 2017 a wood chipper was stolen from outside a barn in Pilgrims Way, Trottiscliffe. In Offham a number of saddles were stolen from a stable in Teston Road on the 26 May and on the 19 May the exhaust system was stolen from a car also in Teston Road.
- d) KALC Area Committee – The minutes of the meeting held on the 11 May 2017 are in circulation.
- e) JPCTCG – The meeting due to be held in June has been postponed to the 27 September 2017.
- f) Parish Partnership Panel – The meeting due to be held on the 15 June 2017 has been cancelled. The next meeting will be on the 7 September 2017.
- g) Trosley Liaison Group – The next meeting is due to be held on the 10 October 2017.
- h) Village Hall Committee – DJ reported that the committee had met on Monday 12 June 2017 but there was nothing of significance to report for the Parish Council.
- i) Tree Warden – Neil Moulton attended the meeting and explained how his role could benefit the village. Neil explained that he has been trying to get the National Trust to assist with graffiti damage to the old Beech at Coldrum Barrow. Members agreed that the Clerk should contact the National Trust to express the concerns of the Parish Council about the damage to the tree. Neil kindly agreed to look at the hedge opposite the dwelling Iona in Pinesfield Lane which seems to have mysteriously died. Neil also agreed to hold a guided tree walk for interested residents in the village in the Autumn. The Clerk will liase with Neil to arrange a date and time and will then place details of the walk in The Pilgrims, on the noticeboards and on the website.

37/17 Matters arising

- a) Parish Plan/Emergency Plan – The Clerk has circulated the draft framework of an Emergency Plan for the village. The Clerk also placed an article in the June edition of The Pilgrims asking local residents to volunteer either their skills or equipment to form a register of medical skills and useful equipment in the Emergency Plan. Members were disappointed to learn that only one resident has made contact. Members agreed to utilise local networks to reach out to residents in an attempt to build this useful local resources list.
- b) T&MBC Call for Sites/Development of the Local Plan – there was no update.

38/17 Finance & Policies

Statement of payments to be made and income received

National Savings Account:	£ 1,684.70
Nat West TPC TCC Account:	£23,151.26
Nat West TPC Reserve Account:	£14,232.31
Nat West TPC Current Account	<u>£ 521.47</u>
Less cheque 000104	£ 259.92
Less cheque 000109	<u>£ 75.00</u>
	£ 186.56

Receipts: Allotment rental - £145.00

Cheques for signature TPC Current Account:

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Mrs L S Goldsmith	(Expenses - April)	000114	£ 119.58
Mrs L S Goldsmith	(Salary- 5 weeks)		
	(11/05/17 - 15/06/17)	000115	£ 198.73
HMRC	(Clerk's Tax)	000117	£ 132.40
T. Bhogal	(repairs - replacement cheque)	000118	£ 75.00
Four Seasons Gardens Ltd	(Grass cutting)	000119	£ 376.74
SLCC	(Subscription)	000120	£ 121.00
Mrs L S Goldsmith	(Norton Renewal)	000121	£ 59.99
	Total		£1,083.44

Transfer from TPC Reserve Account to TPC Current Account: £1,000.00

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) Annual Return 2016/17 – Annual Return for the year ended 31 March 2017 – Section 2 – Accounting Statements 2016/17, signed by the Chairman and the Responsible Finance Officer (Clerk). Section 4 – Annual Internal Audit Report completed and signed by the Internal Auditor. The bank reconciliation as at 31 March 2017 was approved. The Clerk will place the official Notice of Public Rights and Publication of Unaudited Annual Return on the noticeboards.
- c) Clerk's Salary Review – Members agreed to meet with the Clerk for an appraisal at 7.15pm on Thursday 7 September 2017.

39/17 Members of public: No report

40/17 Planning

a) Applications

1] TM/17/01336/MIN - Addington Sand Pit, Addington Lane, Trottiscliffe

Section 73 application to vary conditions 2, 3, 5, 11 & 16 of planning permission TM/10/1481 to extend the end date for extraction until 17 May 2027, increase the annual amount of extraction, extend the extraction period and amend the working and restoration schemes (KCC Ref KCC/TM/0130/2017). *Resolved: No objections subject to aftercare and restoration schemes being in place following the end of the scheme on or before the 17 May 2027.*

b) Decisions from T&MBC

1] TM/17/00970/FL - Iona, Pinesfield Lane, Trottiscliffe, ME19 5EN

Enlargement and remodelling of existing dwelling involving the construction of a 2 storey front/side extension and 2 storey front extension and provision of new roof with 3 dormers at the rear. *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] TM/16/01753/FL - The Nursery, Taylors Lane, Trottiscliffe - The planners are waiting for further documentation before taking this proposal back to Area 2 Committee for consideration. RW stated that he would like to attend this Committee meeting. The Clerk will let Members know the date.

3] 17/00064/LBH - Rose Farm Cottage, Addington Lane, Trottiscliffe - regarding alleged unauthorised work to listed building. T&MBC has carried out 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 and allocated to an officer.

4] 17/00101/WORKM - Little Reeds, Ford Lane, Trottiscliffe - regarding alleged works not in accordance with TM/16/00892/RM. A Planning Officer has visited the site and has advised that there is no breach of planning control is occurring at present. As the development is partially completed the case will remain open and the Planning Officer will continue to monitor the site in the meantime to ensure that the works are carried out in accordance with the details and drawings approved under TM/16/00892/RM.

5] 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.

5] Bramble Park and Tree Preservation Orders - T&MBC has advised the Clerk that there are no Tree Preservation Orders on Bramble Park. However, Members were reassured to hear that the trees are automatically protected by means of standing within a conservation area. Should any proposals for planning permission be put forward this would automatically instigate a tree survey to identify and grade the importance of the trees.

6] Community Asset Register - Members considered the information obtained by the Clerk about nominating assets in the village to be included on a Community Asset Register. The Clerk was asked to find out the legal costs involved in nominating a number of places in the village such as the allotments, the tennis courts, the recreation ground, the village hall, the duck pond and the pubs.

41/17 Highways, Footways and Footpaths

1] Reported Faults

- i) Damaged Give Way sign Church Road - The Highways Steward has advised that there is no suitable location to renew/relocate the sign to be visible for traffic travelling down Church Lane. Therefore, the damaged and now redundant sign and post has been removed. There is however, still a 'Give Way' sign located on the off-side to inform users of the upcoming junction.
- ii) Overgrown Hedges - The Highways Steward has written to the owners of 'Hornbeams' on Church Lane requesting they cut back vegetation emanating from their property. During his inspection it was noted that 'Woodman Cottage', on the opposite side of the road to 'Hornbeams' also has overgrown vegetation which is narrowing the carriageway so a letter has also been sent to them. It has been requested cutback should occur within 28 days. If no such cutback occurs at that point, KCC may serve notice on these properties if necessary. The Clerk was also asked to report to KCC that hedges belonging to both The George Inn and Gore Cottage also need cutting back.
- iii) Potholes on Taylors Lane - KCC have identified the whole road as a potential for carriageway patching works. KCC cannot confirm when these works may take place at this stage, but hopefully they will take place within the next couple of months.
- iv) Gate on MR189 - The Clerk was asked to report to PROW that the gate on the MR189 where it joins Pilgrims Way is dangerous.
- v) Licence to have a Christmas Tree opposite The George - the Clerk will apply for the licence required to run an electric cable over the road between the village green and The George Inn so that the Christmas Tree can be illuminated again this year.
- vi) BT Box in Taylors Lane - BT have now removed the phone. The Clerk was asked to find out what is happening with the box as Members noted that it is very dirty and attracts litter.
- vii) Members were pleased to see that T&MBC has produced a leaflet on encouraging residents to be more proactive in preventing fly tipping and also highlighting the cost of removing litter in the countryside and the damage it does to wildlife.

42/17 Open Spaces, Recreation Ground and Allotments

- 1] Recreation Ground and playground - 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. The Clerk was asked to purchase a new padlock for the gate to the playground area and to ensure that the same code is used for the new lock as on the main gate.
- 2] Allotments - DJ plans to meet with a local tree surgeon who is happy to assist with attending to a few trees on the border of the allotments which are causing concern and need removing.
- 3] Fence between the village hall and west car park - Two quotes were considered to replace the fence between the village hall and west car park. Members **resolved** to accept a quote from Little Higham Services for £600.00 if they could include the VAT in this price and also inspect and replace any posts around the play area.
- 4] Trottscliffe Primary School - Members **resolved** to have no objection to Trottscliffe Primary School letting their contractor have access and working on the Parish Council side of the fence to install a new boundary fence for the school.
- 5] Village Flag Pole - Members considered a suggestion that it could be beneficial for the village to have a flag pole for the flying of a flag on important occasions and celebrations. Members agreed to consider this suggestion further and in particular to where any flag pole could be positioned.

8.50pm Borough Councillor Ann Kemp left the meeting

43/17] Correspondence

a) For Information

- 1] Area 2 Planning Committee - 5 July 2017
- 2] Joint Transportation Board - 12 June 2017
- 3] Parish Partnership Panel - 7 September 2017
- 4] Standards Committee - 14 June 2017 - cancelled
- 5] KALC Area Committee Meeting - 10 or 17 August 2017

b) On Circulation

- 1] Agenda for Area 2 Planning Committee - 24 May
- 2] KALC Tonbridge & Malling Area Committee - minutes of meeting held on 11 May
- 3] KALC Tonbridge & Malling Area Committee - minutes of the Executive Committee meeting held on 8 April
- 4] Kent Police - Rural Policing Update 29 April
- 5] CPRE Fieldwork - Spring 2017
- 6] Parish News - June Edition

c) Requiring Attention: Nothing to consider

44/17 Any Other Business

- 1] The Clerk to mention to enforcement about the lighting around the manege at Trosley Farm and that it seems that the alarm is regularly going off.
- 2] TM/16/00990/FL - Land Adjacent to Downsview 8 Green Lane - the Clerk to check out the situation with regards to the size of lorries delivering materials to this building site situated on a private road where most houses have no foundations.
- 3] RW gave his apologies for the next meeting.

45/17 Date of the Next Meeting

It was resolved to change the date of the next Parish Council Meeting to the 13 July 2017 at 7.45pm in the village hall.

46/17 Any Confidential Matters

There were none

There being no other business the meeting closed at 9.02pm

Chairman

Date.....