

**MINUTES OF THE PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL, TROTTISCLIFFE
ON THURSDAY 7 JULY 2016**

PRESENT:

Mr. David Jones – Chairman for this meeting DJ), Mrs. Jenny Dickson (JD),
Trevor Ledamun (TL), John Wickham (JW)
County Councillor Sarah Hohler and Borough Councillor Ann Kemp

IN ATTENDANCE:

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

47/16 Apologies for absence

Apologies for absence were from Borough Councillor Matthew Balfour, Councillors David Gaunt (DGG), David Goodworth (DG) and Richard Wallis (RW).

48/16 Declarations of interest:

JD declared a disclosable pecuniary interest in items 54/16 (1) and (5).

49/16 Minutes

The minutes of the Parish Council Meeting held on the 9 June 2016 were approved and signed as a true record.

50/16 Reports

- a) County Councillor – County Councillor Sarah Hohler reported that KCC have already started to review the budget for 2017/18 and considering options such as closer working with the NHS in an attempt to improve services and save money. County Councillor Sarah Hohler advised Members that she has given authorisation for her Member Grant to be used to clean the village road signs. The roadworks at junction 4 on the M20 is causing drivers to use Wrotham Heath and Vigo Hill as shortcuts. County Councillor Sarah Hohler has arranged for 'No HGV' signs to go up in Birling and Ryarsh. KCC are blitzing potholes in the roads across Kent.
- b) Borough Councillor – Borough Councillor Ann Kemp reminded Members that the initial technical assessments of the 'Call for Sites' exercise are now available on T&MBC's website.
- c) Kent Police – The Clerk had noted the following crimes from the e-watch reports. Either on the 26 or 27 June an outbuilding at a premises in Taylors Lane, Trottiscliffe and also in Church Road, Addington was broken into and items of tack were taken. On Monday 13 June a residential property in Ryarsh Road, Birling was broken into.
- d) KALC Area Committee – there has been no meeting.
- e) JPCTCG – DGG was not able to attend the meeting held on the 27 June 2016. The minutes of this meeting will be circulated.
- f) Parish Partnership Panel – there has been no meeting.
- g) Trosley Liaison Group – it was noted that the next meeting will be held on the 11 October 2016.
- h) Village Hall Committee – DJ reported from the meeting held on the 4 July. The nursery school are still keen to erect some fencing around the paved area at the rear of the village hall and would be willing to provide the funding subject to the approval of

the Parish Council. Members discussed this request and agreed that they would like to see a drawing for the proposal before making a decision. It was suggested and agreed that any fencing would need to have a double gate to allow for access.

- i) Old Chalks Down Project (OCDP) - The Clerk had circulated a plan from the OCDP co-ordinator which outlines the actions that the OCND project aims to deliver for Trottscliffe. Members noted this action plan. A request for funding towards the OCDP was deferred to the next meeting.

51/16 Matters arising

- a) Defibrillator - TL is hoping that a contact will be able to hold a briefing session in the Autumn. TL will liase with the Clerk about dates and availability of the village hall.
- b) Parish Plan/Emergency Plan - deferred to the next meeting.
- c) Review of Funding arrangements with Parish Councils - T&MBC have completed the consultation and a report summarising their final proposals is expected soon.
- d) T&MBC Call for Sites/Development of the Local Plan - The Clerk had attended the briefing session at T&MBC on the 28 June 2016. T&MBC explained the evidence work to date and set out the options for the Local Plan development. The evidence has been based on 7 Guiding Principles. Potential sites have been assessed on their suitability, availability and achievability. Current brownfield sites will not deliver the number of new dwellings forecasted as required up to 2031. T&MBC have objectively assessed housing needs and have calculated that a further 13,460 dwellings are required over this period i.e. 673 per annum of which 273 per year will need to be affordable housing. This Issues & Options document was reported to the Planning and Transport Advisory Board on 5 July 2016. This report sets out the options for a development strategy for the new local plan. This Board also agreed the format of the report which is to be used for public consultation. T&MBC Cabinet is set to approve the Planning and Transport Advisory Board's final recommendations on the 6 September 2016 and it is anticipated that the public consultation will commence mid to late September. T&MBC were keen to stress that the Parish Council would be consulted and would even be able to have an input into the type of housing to be provided.

52/16 Finance & Policies

Statement of payments to be made and income received

Balances as at 7 July 2016:

National Savings Account:	£ 1,674.64
Nat West TPC TCC Account:	£20,418.76
Nat West TPC Reserve Account:	£18,028.28
Nat West TPC Current Account	<u>£ 237.02</u>
Less cheque 000047	£ 70.00
	<u>£ 167.02</u>

Receipts

Nat West TPC Current Account:

£95.00 – annual allotment rental fees and sheep grazing 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)	000051	£ 96.92
Mrs L S Goldsmith	(Salary- 4 weeks)		
	(09/06/16 - 06/07/16)	000052	£ 159.30
HMRC	(Clerk's Tax)	000053	£ 105.60
Four Seasons Gardens Ltd	(Grass cutting)	000054	£ 401.00
Mrs L S Goldsmith	(Salary - 4 weeks) - post-dated cheque		
	(06/07/16 - 04/08/16)	000055	£159.30
HMRC	(Clerk's Tax - post-dated)	000056	£105.60
Total			£1,027.72

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 Review of Standing Orders and Financial Regulations: Members agreed to review the documents previously adopted in time for the next meeting.
- c) Allotments - annual review of allotment rents: To be reviewed at the next meeting. DJ reported that the allotment holders would like an additional standpipe for a water supply. DJ agreed to obtain a formal quote to be considered at the next meeting.

53/16 Members of public:

A member of the public stated that they agree with a suggestion for an additional standpipe at the allotments. A fence is to be put up in School Lane on private land between April Cottage and the end of the road. Residents in the road have been advised.

54/16 Planning**a) Applications**

8.18hrs JD disclosed a pecuniary interest and left the meeting

1] TM/16/01753/FL - The Nursery, Taylors Lane, Trottiscliffe

Retention of a static mobile home as accommodation for an agricultural worker ancillary to the nursery business and retention of 2 dog kennels and pens.

Resolved: Object. Members would like to draw your attention to the Inspector's comments that 'it should not be assumed that a permanent dwelling will be permitted after 3 years and that much will depend on any progress towards viability and the need for an on-site presence'. Members feel that the applicant has not submitted any evidence that a viable business is in operation at the site. Local knowledge informs us that vehicle movements in and out of the site are minimal which also suggests that a viable business is not in operation.

8.26hrs JD returned to the meeting

2] TM/16/01674/FL - Trosley Farm, Addington Lane, Trottiscliffe, ME19 5DW

Retrospective planning application for an all-weather manege and steel container for insecure storage, together with additional hardstanding area and hard and soft landscaping.

Resolved: Object. We would like to see a plan showing in full the legal boundary of the site and the position of all the outbuildings and to understand better what is actually on the site. We prefer the location of the manege which was given consent as it was in close proximity to the barn. Given that the manege has been relocated this leaves us with a situation where there is a breach of condition 3

(landscaping) of the original planning permission TM/09/00780/FL which was addressed by planning proposal TM/10/1435 and has not been fulfilled. We disagree with the statement that the mobile stable block represents permitted development. We question the suggestion that it can be re-sited at any time given the size and bulk of the building. We also do not understand the need for this additional stabling given the size of the permitted stables and question what it is actually standing on. We also question the current use of the permitted stables. Local knowledges also causes us to dispute the wording of section 5.03 of the Design & Access Statement which suggests that the site is used for only private livery. We would like to see more information on the size, contents and use of the steel container.

3] TM/16/01860/FL – Coldrum House, Coldrum Lane, Trottiscliffe

Change of use of land to include within residential curtilage of Coldrum House

Resolved: Object. We share the views of the inspector that dismissed an appeal for a dwelling house at Copper Beech in Pinesfield Lane (Re: TM/15/00021). We feel that the proposal would reduce and detract from the openness of this part of the Green Belt. It would conflict with the fundamental aim of Green Belt policy and the NPPF. As required by the NPPF, the harm that would be caused due to its inappropriateness and its impact on the openness of the Green Belt needs to be given substantial weight.

4] TM/16/01861/FL – Coldrum House, Coldrum Lane, Trottiscliffe

Demolition of an existing garden storage outbuilding and its replacement with a new garden store and car port building (revised design to replacement building permitted by planning permission TM/16/00597/FL)

Resolved: Object. We note that the new proposed buildings are twice the size of the original proposed buildings (TM/16/00597/FL). We also note that the 'existing' garage is not shown on the approved site plan for the original planning application TM/15/00444/FL. In fact no outbuildings are shown on the original application. On the documents submitted as part of the planning proposal TM/15/01379/RD, to discharge some of the conditions of the original permission granted, the 'existing' garage appears. We believe that the 'existing' garage shown on the current plans does not have planning permission although it has been built. We believe that the current proposals would mean that the site is overcrowded. The 'existing' garage should suffice subject to retrospective planning permission.

20:54 JD disclosed a pecuniary interest and left the meeting

5] TM/16/01980/FL – The Downs House, Green Lane, Trottiscliffe, ME19 5DX

Demolition of shed. Erection of timber outbuilding.

Resolved: Object. We believe that the proposed outbuilding by its sheer size, mass and bulk is oversized for the location. We are not opposed to the idea of an outbuilding but would like to see a reduction in the overall footprint and roof height.

21:01hrs JD returned to the meeting

b) Decisions from T&MBC

1] TM/15/03940/FL – Darrens Meadow Farm, Green Lane, Trottiscliffe, ME19 5DX

Change of use of agricultural land to a mixed use of equestrian paddock and agricultural together with the erection of a stable block, a potting shed, a farm shop and rest room/office and the provision of hard-standing to form access driveway and vehicle parking and turning areas. *Application withdrawn*

c) Other planning matters

1] Whitaker Cottage – unauthorised use as separate dwelling. Enforcement have had to serve the Planning Contravention Notice again. The owners have until the 12 July 2016 to respond.

2] Trosley Farm – retrospective planning proposal considered above.

3] 16/00144/ADVH - Plough Inn, Taylors Lane - regarding alleged unauthorised advert.

Members noted that the sign has been removed from the building but is now leaning against it. The Clerk was asked to find out if this is permissible.

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

5] Land on Ford Lane - in response to local concerns planning enforcement inspected the site and found no evidence that the site is being used for unauthorised occupation. A High Court Injunction exists for this land which prevents the use of the site as a residential caravan site. A copy of the Injunction has been fixed to the site.

55/16 Highways, Footways and Footpaths

1] Traffic mounting the pavement on Taylor's Lane - KCC and County Councillor Sarah Hohler have come to the conclusion that priority signage installed in the village would have minimal impact. KCC believe drivers would not pay due attention to the markings and the addition of multiple markings and signs in the village will detract from its natural aesthetics.

2] Taylor's Lane/Vigo Hill - Members heard that the proposed 30mph Traffic Regulation Order is currently being advertised. Letters will be posted to all houses along Taylor's Lane and Vigo Hill. Members considered and approved the design. The Clerk will place details about the Traffic Regulation Order consultation on the website and noticeboards.

4] Electricity supply to the Christmas Tree - the Clerk had met with an engineer from UKPN on Tuesday 21 June 2016 who had advised that under the terms of their policy it is not possible to provide an electrical connection to the island. The Clerk has informed KCC of this decision. KCC have now advised the Clerk that it may be possible to apply for a license to run a cable either over or across the road.

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) 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) - action still to be taken.

iv) The Clerk has reminded KCC that they have still not completed all of the white lining.

v) BT telephone box in Taylor's Lane need cleaning and the vegetation which is blocking the door needs cutting back - the Clerk has reported to BT who have raised a works order.

vi) Clerk to report vegetation growing over the footpath in Church Lane going past Bramble Park and also on the footpath which goes from Church Lane to the church.

56/16] Open Spaces, Recreation Ground and Allotments

1] Remedial work to the playground - JW reported that RoSPA will be carrying out their annual inspection in July. Members noted that as requested the contractor has completed 2 additional cuts free of charge. Members were in agreement that if the current weather conditions continue that the Parish Council might have to pay for additional cuts.

2] Allotment boundaries and fencing - The contractor attempted to install the chestnut fencing on the boundary with Darren's Meadow but was unable to commence the work. The Clerk has apologised to the owners of Darren's Meadow and Members noted that the contractor will not be permitted to erect the fencing from this side of the boundary. Members approved a revised quote for the fencing to be erected from the allotment side and noted that this work would probably not take place now until the Autumn. The Clerk will advise the owner of Darren's Meadow of this decision and request that two power boxes belonging to them will need to be moved as once the fence is erected they will not be able to access them.

57/16] Correspondence

a) For Information

- 1] Area 2 Planning Committee – 6 July 2016
- 2] Joint Transportation Board – 26 September 2016
- 3] Parish Partnership Panel – 8 September 2016
- 4] Standards Committee – 17 October 2016
- 5] KALC Area Committee Meeting – TBC

b) On Circulation

The following correspondence had been circulated:-

- 1] Clerks Conference 14 June 2016 – information pack
- 2] Joint Standards Committee – agenda for meeting held on 15 June 2016
- 3] JPCTCG – minutes of meeting held on the 7 April 2016
- 4] JPCTCG – agenda for meeting due to held on the 27 June 2016
- 5] Tonbridge & Malling Community Safety Partnership – Newsletter July/ August 2016
- 6] Clerk & Councils Direct – July 2016
- 7] Parish News – June 2016
- 8] Agenda for Area 2 Planning Committee due to be held on 6 July 2016
- 9] Parish Council Local Briefing on 28 June 2016 – presentation slides
- 10] Tonbridge & Malling Crime Prevention Panel – minutes of meeting held on 14 March 2016
- 11] Tonbridge & Malling Crime Prevention Panel – agenda for meeting due to be held on 18 July 2016

c) Requiring Attention

- 1] EIS Website- Hosting Service – Members were pleased to note that EIS will continue to provide the website hosting service for another year parish councils free of charge.

58/16 Any Other Business

TL will arrange a meeting with the Highways Steward.

59/16 Date of the Next Meeting

The next Parish Council Meeting will be held on Thursday 1 September 2016 at 7.45pm in the village hall.

60/16 Any Confidential Matters

There were none.

There being no other business the meeting closed at 9.26pm

Chairman

Date.....