

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD IN THE VILLAGE HALL, TROTTISCLIFFE  
ON THURSDAY 6 OCTOBER 2016 at 7.45pm**

**PRESENT:**

Mr. Richard Wallis – Chairman (RW), Mrs. Jenny Dickson (JD), David Goodworth (DGG), David Jones (DJ), Trevor Ledamun (TL), John Wickham (JW)  
County Councillor Sarah Hohler and 3 members of public

**IN ATTENDANCE:**

Mrs. Louise Goldsmith (Clerk)

**75/16 Apologies for absence**

Apologies for absence were received from Borough Councillors Matthew Balfour and Ann Kemp and Councillor David Gaunt (DGG)

**76/16 Declarations of interest:** There were none.

**77/16 Minutes**

The minutes of the Parish Council Meeting held on the 1 September 2016 were approved and signed as a true record.

**78/16 Reports**

- a) County Councillor – County Councillor Sarah Hohler advised Members that the Boundary Commission have been asked to review the constituency boundaries across England and have now published their initial proposals, showing what the changes could look like. A twelve week consultation has now begun. County Councillor Sarah Hohler confirmed that all the village street signs have now been cleaned. County Councillor Sarah Hohler reported that the percentage of Kent schools now rated ‘Good’ or ‘Outstanding’ by Ofsted stands at 89%, compared with 84% nationally having risen consistently from 75% in 2014, 71% in 2013, 60% in 2012 and 59% in 2011. The current situation is that 85% of Secondary Schools, 90% of Primary Schools, and 95% of Early Years settings are good or outstanding. An exhibition of Turner water paintings is due to commence on the 8 October and last for 3 months at the museum in Margate, entrance is free. Residents are also still being encouraged to report any potholes to KCC
  
- b) Borough Councillor – There was no report.

*7.53pm County Councillor Sarah Hohler left the meeting*

- c) Kent Police – On Sunday 18 September 2016 around 11:32am in The Street. A front window to a property was damaged, however no entry was gained.
- d) KALC Area Committee – TL will attend the meeting due to be held on the 13 October.
- e) JPCTCG – DGG had attended the meeting held on the 21 September 2016. The minutes of the meeting will be circulated. Topics discussed included safety cameras, speedwatch and the KCC consultation on the bus service.
- f) Parish Partnership Panel – TL had attended the meeting held on the 8 September

2016. Information about the consultation on the Local Plan and funding arrangements with Parish Councils was given. A copy of the minutes of the meeting have been circulated which also included items on speedwatch and the Hive Lotto.

- 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 a meeting was held on the 4 October. It is likely that the proposed fence around the patio at the rear of the hall will not be installed.
- i) Old Chalks Down Project (OCDP) - there has been no update.

#### **79/16 Matters arising**

- a) Defibrillator - TL reported that the awareness session held on Wednesday 28 September 2016 at 7.30pm in the village hall had been well attended. The Clerk will place some information on what to do in such an emergency on the website. Members thanked TL for organising the event.
- b) Parish Plan/Emergency Plan - deferred to the next meeting.
- c) Review of Funding arrangements with Parish Councils - the Overview & Scrutiny Committee reviewed the draft Special Expenses Policy on 13 September and recommended that it be approved for adoption by Full Council. In brief, it is anticipated, (subject to approval at Full Council on 1 November), that both Financial Arrangements with Parish Councils grants (£136) and Council Tax Reduction grants will be withdrawn with effect from 1 April 2017. Members were disappointed to hear this update and agreed that it might be necessary for the Parish Council to increase the precept this year.
- d) T&MBC Call for Sites/Development of the Local Plan - The consultation exercise commenced on Friday 30 September 2016 and will last for 8 weeks. All documents are available on the T&MBC website and in libraries. The Clerk will attend the briefing session for Parish Councils due to be held on Monday 17 October 2016 at 7.30pm at T&MBC. DJ and JD will try and attend the event due to be held on Tuesday 11 October 2016 at 2.30pm.

#### **80/16 Finance & Policies**

##### Statement of payments to be made and income received

##### **Balances as at 28 September 2016**

National Savings Account:	£ 1,674.64
Nat West TPC TCC Account:	£20,217.28
Nat West TPC Reserve Account:	£17,029.74
Nat West TPC Current Account	£ 6,961.73

##### **Receipts:**

<u>Nat West TPC Current Account:</u>	
T&MBC Precept first half instalment:	£6,500.00
T&MBC Council Tax Reduction Support Grant first half:	£166.00
VAT refund for 2015/16	£1,179.67

**Cheques for signature TPC Current Account:**

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Mrs L S Goldsmith	(Expenses - September)	000063	£ 68.54
Mrs L S Goldsmith	(Salary- 5 weeks) (01/09/16 - 06/10/16)	000064	£ 198.73
HMRC	(Clerk's Tax)	000065	£ 132.40
Four Seasons Gardens Ltd	(Grass cutting 10 <sup>th</sup> & 11 <sup>th</sup> cut of the year)	000066	£ 358.80
Four Seasons Gardens Ltd	(Grass cutting 12 <sup>th</sup> & 13 <sup>th</sup> Cut of the year)	000067	£ 358.80
Four Seasons Gardens Ltd	(Playground fencing/repairs)	000068	£ 659.98
PKF Littlejohn LLP	(External Audit Fee)	000069	£ 120.00
Mrs L S Goldsmith	(Gift for defibrillator trainer)	000070	£ 18.00

**Total** **£1,915.25**

**Transfer from TPC Current Account to TPC Reserve Account: £4,900.00**

**Cheques for signature TPC TCC Account:** There were none

- a) Cheques for signature: The Chairman proposed that the cheques listed above be signed. Agreed.
- b) Precept, 2<sup>nd</sup> instalment - Members noted that the second instalment of the Precept and Council Tax reduction support grant had been received from T&MBC
- c) Annual Return 2015/16 - Members noted the external auditor's report which states that 'on the basis of our review, in our opinion, the information contained in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met'. It was also noted that details of the conclusion of the audit have been placed on the notice boards along with a copy of the relevant sections of the Annual Return.
- d) VAT Return - Members noted that a refund of £1,179.67 for VAT paid in 2015/16 to HMRC has been received.
- e) Pensions Regulator - Members heard that the Clerk has decided to opt out of any pension scheme that the Parish Council could put in place. The Clerk will complete the online 'declaration of compliance' for the Pensions Regulator.

**81/16 Members of public:**

Two representatives from the Trottiscliffe School Association discussed the Parish Council's requirements for the lighting of the bonfire for the display due to be held on Saturday 29 October 2016 on the recreation ground.

*8.14pm 3 members of public left the meeting*

**82/16 Planning****a) Applications**

1] TM/16/02613/FL - Green Trees, Ford Lane, Trottiscliffe, ME19 5DP

Installation of 1 roof light to North-East and South-West roof slope and 2 roof lights to South-East roof slope. *Resolved: No objection*

2] TM/16/02777/RD - Malabar, School Lane, Trottiscliffe, ME19 5EH

Details of condition 7 (levels) pursuant to planning permission TM/16/01234/FL

(Demolition of existing garage, construction of new single storey extension to house physiotherapy clinic and enlarged kitchen). *Resolved: No objection*

3] TM/16/0990/FL – Land adjacent to Downsvie, 8 Green Lane, Trottiscliffe

Erect a new detached dwelling house with integral garage. *Resolved: To object.* Members have found it difficult to assess the application because of irregularities in the elevation drawings. In addition, the description for the proposal suggests there will be an integral garage but the plans show that this area will be an office space and utility/boot room. We do not agree that the revised design has been sited outside all of the Root Protection Areas (RPA's). The plans do not give information on the impact the house will have on trees T2, T6 and T8 and we believe that some of the trees have already been removed so this should be seen as retrospective. We also object on the basis that we believe this is an overdevelopment of the site. We object to the bulk and believe that the visual impact will be detrimental to the local residential amenities in this Area of Natural Outstanding Beauty.

b) Decisions from T&MBC – none to consider.

c) Other planning matters

1] Whitaker Cottage – unauthorised use as separate dwelling. Enforcement are carrying out further investigations to establish whether a retrospective application is necessary.

2] 16/00268/WORKH – Coldrum House, Coldrum Lane – alleged unauthorised garage  
Enforcement are trawling through the various plans setting out the history of the site to ascertain whether the building in question has planning permission.

3] New access on to Green Lane – Members discussed correspondence received from a local resident who is concerned about the fact a landowner has erected a farm gate on to Green Lane. Members agreed that the gate would be permissible as there has always been a dropped kerb at this point.

**83/16 Highways, Footways and Footpaths**

1] Taylors Lane/Vigo Hill – KCC have advised that the Order is about to be made and will be programming works to commence thereafter.

2] Electricity supply to the Christmas Tree – the Clerk has applied to KCC for a license to run a cable either over or across the road and is still waiting for a decision

3] Request for a litter bin in Pinesfield Lane – Members discussed a request for a litter bin in Pinesfield Lane and agreed that it would be helpful to have a bin in the National Trust car park off Pinesfield Lane instead. The Clerk will contact the National Trust to see if they would be willing to have a litter bin installed in the car park.

4] Parish Seminar – 27 October 2016 – TL kindly offered to attend this seminar on behalf of the Parish Council.

5] Noticeboards – Members agreed that the Clerk could obtain a quote for the glass to be repaired on the noticeboard in Pinesfield Lane.

6] Reported Faults

i) The Clerk will report that the gully in Church Lane from the tennis club to the public footpath needs clearing

ii) Highways Steward – it was noted that a new steward has been appointed.

iii) Hedges encroaching on road in Taylors Lane to be reported.

**84/16] Open Spaces, Recreation Ground and Allotments**

1] Remedial work to the playground – The Clerk was asked to instruct Four Seasons Gardens, as previously agreed, to turf and level the areas around the play equipment at a cost of

£505.20. The Clerk was reminded to get a padlock for the gate into the recreation ground. The Clerk will also advise the grass contractor of the date of the proposed bonfire and firework display.

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. A quote for an additional standpipe is being sought.

### 85/16] Correspondence

#### a) For Information

- 1] Area 2 Planning Committee – 9 November 2016
- 2] Joint Transportation Board – 29 November 2016
- 3] Parish Partnership Panel – 17 November 2016
- 4] Standards Committee – 17 October 2016 – meeting cancelled
- 5] KALC Area Committee Meeting – 13 October 2016

#### b) On Circulation

The following correspondence had been circulated:-

- 1] KALC – Tonbridge & Malling Area Committee – agenda for meeting held on 13 October
- 2] KALC – Tonbridge & Malling Area Committee – minutes of meeting held on 4 August 2016
- 3] Kent Police – weekly policing update
- 4] Area 2 Planning Committee – agenda for meeting held on the 28 September 2016
- 5] Clerk & Councils Direct – September 2016
- 6] The Parish News – September 2016
- 7] Tonbridge & Malling Community Safety Partnership Newsletter – September/October 2016
- 8] Joint Transportation Board- agenda for meeting held on the 26 September 2016
- 9] Letter from an evacuee

#### c) Requiring Attention

1] DCLG consultation on the 2017/18 Local Government Finance Settlement – Members **resolved** to respond that they would not like to see council tax referendum principles applied to Parish Councils because of the costs involved. In addition, Members feel that the costs involved should also be considered when deciding whether council tax referendum principles should be applied to large higher spending town and parish councils.

### 86/16 Any Other Business

PROW MR187 difficult to pass.

### 87/16 Date of the Next Meeting

The next Parish Council Meeting will be held on Thursday 3 November 2016 at 7.45pm in the village hall.

### 88/16 Any Confidential Matters

There were none.

There being no other business the meeting closed at 9.03pm

Chairman .....

Date.....

