

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD IN THE VILLAGE HALL, TROTTISCLIFFE  
ON THURSDAY 5 OCTOBER 2017 at 7.45pm**

**PRESENT:**

Mr. Richard Wallis (RW) – Chairman, David Goodworth (DG), David Jones (DJ)

**IN ATTENDANCE:**

Mrs. Louise Goldsmith (Clerk)

Borough Councillor Ann Kemp

**90/17 Apologies for absence**

Apologies for absence were received from County Councillor Sarah Hohler, Borough Councillor Matthew Balfour and Cllr. Jenny Dickson.

**91/17 Declarations of interest:** There were none to report.

**92/17 Minutes**

The minutes of the Parish Council Meeting held on the 7 September 2017 were approved and signed as a true record.

**93/17 Reports**

- a) County Councillor – There was no report.
- b) Borough Councillor – Borough Councillor Ann Kemp reported that T&MBC are due to review the waste services contract soon and are looking to sell some land in Tonbridge to raise some capital.
- c) Kent Police – The Chairman reported that on the 12 September 2017 a shop sign in Church Road, Addington was damaged. On the same date steel security gates were damaged at a farm in Addington Lane Trottiscliffe.
- d) KALC Area Committee – There has been no meeting.
- e) JPCTCG – The meeting due to be held on the 27 September 2017 was cancelled.
- f) Parish Partnership Panel – The minutes of the meeting held on the 7 September 2017 will be circulated.
- g) Trosley Liaison Group – The next meeting is due to be held on the 10 October 2017. The Clerk will send apologies for DG and RW.
- h) Village Hall Committee – DJ reported that the committee had met on Monday 2 October 2017 and that there were no relevant issues for the Parish Council.
- i) Tree Warden – Mr. Moulton will be holding a guided tree-walk for interested residents on Saturday 7 October 2017 at 10am starting in the village hall car park. The Clerk has placed details of the walk in The Pilgrims and will place details on the noticeboards and on the website.

**94/17 Matters arising**

- a) Parish Plan/Emergency Plan – The Clerk has circulated the draft framework of an Emergency Plan for the village.
- b) T&MBC Call for Sites/Development of the Local Plan – The draft Local Plan will be subject to a further round of public consultation early in 2018.
- c) Smart Motorway Junction 3-5 – Members were disappointed to hear that representatives from Highways England were, at very short notice, unable to attend this Parish Council to address any specific issues and concerns. The Clerk was asked to advise Highways England that Members would like more

information on how the air quality is to be monitored and what measures will be taken to mitigate the likely increase in engine noises particularly from large vehicles i.e. soundproofing proposals. Members agreed that it would not be necessary for Highways England to attend the next meeting.

- d) Vacancy on the Parish Council – Members resolved to co-opt Mr. Oliver Shaw at the next meeting.

### **95/17 Finance & Policies**

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

##### **Balances as at 1 October 2017**

National Savings Account:	£ 1,684.70
Nat West TPC TCC Account:	£22,669.53
Nat West TPC Reserve Account:	£16,983.09
Nat West TPC Current Account	£ 8,510.63

##### **Receipts:**

T&MBC Precept second half instalment: £8,250.00

##### **Cheques for signature TPC Current Account:**

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Mrs L S Goldsmith	(Salary 4 weeks) (07/10/17 – 05/10/17)	000136	£ 160.74
HMRC	(Clerks Tax)	000137	£ 106.80
Mrs L S Goldsmith	Clerks Expenses	000138	£ 74.84
Viking	Ink	000139	£ 60.55
PKF Littlejohn PLC	External Audit	000140	£ 120.00
Playsafety Ltd	RoSPA report	000141	£ 168.00
<b>Total</b>			<b>£ 690.93</b>

Transfer from TPC Current Account to TPC Reserve Account: £7,700.00

- Cheques for signature: The Chairman proposed that the cheques listed above be signed. Agreed
- Precept - Members noted that the second instalment of the Precept and Council Tax reduction support grant had been received from T&MBC.
- Annual Return 2017 - 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. A copy of the relevant sections of the Annual Return has been placed on the website.

### **96/17 Members of public:**

There were none.

### **97/17 Planning**

#### **a) Applications**

There were none to consider.

b) Decisions from T&MBC:

1] TM/17/02198/TNCA - Cheildon, Taylors Lane, Trottiscliffe, ME19 5DR

G1 - 3 x Silver Birch to reduce canopy by 35%, G2 - Conifer screen to reduce by approximately 1/3, including 2 x Holly trees in front of Conifers to be reduced by a 1/3 in height. T1 - Conifer to be reduced in height and trimmed back to tidy. *No objection*

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. Borough Councillor Ann Kemp suggested that the Clerk meets with Emma Keefe at T&MBC to discuss this and other enforcement cases. Often updates cannot be made publicly available.

2] TM/16/01753/FL - The Nursery, Taylors Lane, Trottiscliffe - The Clerk will let Members know when Area 2 Committee will be considering this application again.

3] 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.

4] Community Asset Register - Members noted that The George Inn and The Plough have been accepted as Assets of Community Value and will be added to the Borough's list. The owners now have a right to request an independent review of this decision which must be made within 8 weeks. The Parish Council will be notified if a request is received. Members noted that the planning proposals for The Plough remain undetermined.

5] Trosley Farm - The Clerk has reported to enforcement the flood lighting around the manege at Trosley Farm and that the alarm is regularly going off.

98/17 Highways, Footways and Footpaths

1] Reported Faults

i) BT Box in Taylors Lane - The Clerk is still waiting for a response from BT about when they will remove the BT Box in Taylors Lane. It was also suggested that the Clerk finds out if the Parish Council could adopt this BT Box. Members would then make a decision about what it could be used for.

ii) Post on the village green opposite The George Inn - has been knocked over.

iii) Taylors Lane - white paint markings on humps and side of road need repainting

iv) The Clerk to find out why steps have been put in by Whitakers Cottage

99/17 Open Spaces, Recreation Ground and Allotments

1] Recreation Ground and playground - It was resolved to accept a quote from Four Seasons Gardens Ltd. of £790.64 to carry out some repairs works suggested in the RoSPA report. It was also agreed to carry out a further 2 cuts of all the grass. The Clerk will advise Four Seasons Gardens Ltd.

2] Allotments - A request to install a further standing water pipe at a cost of approximately £200.00 was approved. 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] Trottiscliffe School Proposed Bonfire & Firework Display - Members resolved to give permission to Trottiscliffe School to hold a Bonfire and Firework Display on 3 November 2017 on the recreation ground. The school has provided a risk assessment. The Clerk was asked to advise them to include wording on wind direction and speed within the risk assessment.

100/17] Correspondence

a) For Information

- 1] Area 2 Planning Committee – 8 November 2017
- 2] Joint Transportation Board – 27 November 2017
- 3] Parish Partnership Panel – 16 November 2017
- 4] Standards Committee – 16 October 2017 - CANCELLED
- 5] KALC Area Committee Meeting – 12 October 2017 (JD to attend)

b) On Circulation

- 1] ACRK – Notification of Annual Meeting on 26 October 2017
- 2] Minutes of Parish Partnership Panel meeting held on 7 September 2017
- 3] T&MBC – Decisions taken by Cabinet on 25 September 2017
- 4] KALC Tonbridge & Malling Committee – Agenda for meeting on 12 October 2017
- 5] Tonbridge & Malling Community Safety Partnership – Newsletter September/October 2017
- 6] Chalkland Chat – October 2017
- 7] NALC – Chief Executive’s Bulletin – September 2017

c) Requiring Attention:

- 1] Department for Communities and Local Government consultation on “Planning for the right homes in the right places” - The Clerk will respond to the consultation on behalf of the Parish Council.
- 2] KCC Highways Tracker Survey 2017 – To be discussed at the next meeting.

101/17 Any Other Business:

- 1] Christmas Tree – DG agreed to source a tree.
- 2] The Clerk’s increment rise to be discussed at the next meeting.
- 3] Date of December meeting may need to change as clashes with village panto.
- 4] Parish Council website needs a facelift. Clerk to discuss with KCC and investigate options.

102/17 Date of the Next Meeting

The date of the next Parish Council Meeting is Thursday 2 November 2017 at 7.45pm in the village hall.

103/17 Any Confidential Matters

There were none

There being no other business the meeting closed at 8.40pm

Chairman .....

Date.....