

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD IN THE VILLAGE HALL, TROTTISCLIFFE  
ON THURSDAY 1 DECEMBER 2016 at 7.45pm**

**PRESENT:**

Mr. Richard Wallis – Chairman (RW), Jenny Dickson (JD), David Gaunt (DG), David Goodworth (DGG), David Jones (DJ), Trevor Ledamun (TL), John Wickham (JW) (arrived 7.56pm), County Councillor Sarah Hohler (arrived 8.16pm), 1 member of public

**IN ATTENDANCE:**

Mrs. Louise Goldsmith (Clerk)

**102/16 Apologies for absence**

Apologies for absence were received from Borough Councillors Ann Kemp and Matthew Balfour.

**103/16 Declarations of interest:** There were none.

**104/16 Minutes**

The minutes of the Parish Council Meeting held on the 3 November 2016 were approved and signed as a true record.

**105/16 Reports**

- b) Borough Councillor – there was no report.
  
- c) Kent Police – The Clerk reported that some time on either the 13 or 14 November 2016 some horse blankets were stolen from a field in Church Road, Addington.
  
- d) KALC Area Committee – TL attended the AGM held on 19 November 2016. There were 2 key speakers. Matthew Scott, the new Kent Police & Crime Commissioner. He is hoping to increase the number of PCs from 3,180 to 3,260 next year and also increase the powers of PCSOs in Kent. Kent Police are also looking at ways to improve the '101' connection time. John Connell, Head of Communities Policy at the Department for Communities and Local Government also spoke about how social isolation can develop and how the department is looking for ideas for redesigning services at the neighbourhood level and devolution.
  
- e) JPCTCG – There has been no meeting.
  
- f) Parish Partnership Panel – TL attended the meeting held on the 17 November 2016 and the minutes of this meeting have been circulated. The effectiveness of speedwatch was the main topic discussed. TL also reported that there is some concern amongst other Parish Councils that T&MBC only allow topics they want to be discussed at these meetings.
  
- g) Trosley Liaison Group – There has been no meeting.

- h) Village Hall Committee – A meeting was held on the 28 November 2016. DJ attended but there was nothing for the Parish Council to note.
- i) Old Chalks Down Project (OCDP) – there has been no update.

**106/16 Matters arising**

- a) Parish Plan/Emergency Plan – deferred to the next meeting.
- b) T&MBC Call for Sites/Development of the Local Plan – there was no update.
- c) KALC Community Award Scheme – Members **resolved** to not adopt the scheme this year.
- d) Calendar of Meetings – the dates of the meetings for 2017 were adopted.
- e) Village Website – The Parish Council set up its own website last year which KCC provided and the Clerk updates so as to fulfil the requirements of the Transparency Code. The village website is a separate website maintained by Borough Councillor Ann Kemp. It was agreed that the 2 websites should link up. The Clerk and RW will liaise with Borough Councillor Ann Kemp about how this can be done going forward.

*8.16pm County Councillor Sarah Hohler arrived at the meeting*

**105/16 Reports**

- a) County Councillor – A newsletter prepared by County Councillor Sarah Hohler had previously been circulated. County Councillor Sarah Hohler reported that a sign for the school is being discussed with Highways at KCC. HGVs cutting through villages continues to be a problem.

**106/16 Matters arising**

- f) Community Spirit – RW advised Members that representatives from some of the local organisations including himself and a few residents had met to discuss how to enhance a feeling of community spirit in the village. Further meetings will be held to discuss some of the ideas raised. The Parish Council will be kept updated on any initiatives and could look to include activity as part of the preparation of a parish plan and emergency plan.

*8.36pm County Councillor Sarah Hohler left the meeting*

**107/16 Finance & Policies**

Statement of payments to be made and income received

**Balances as at 1 December 2016**

National Savings Account:	£ 1,674.64
Nat West TPC TCC Account:	£20,217.28
Nat West TPC Reserve Account:	£21,217.28
Nat West TPC Current Account	£ 101.75

**Receipts:**

£1,408.50 – T&MBC S136 second instalment

**Cheques for signature TPC Current Account:**

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Mrs L S Goldsmith	(Expenses - Nov/Dec)	000077	£ 122.02
Mrs L S Goldsmith	(Salary- 4 weeks) (03/11/16 - 01/12/16)	000078	£ 159.30
HMRC	(Clerk's Tax)	000079	£ 105.60
Trottiscliffe PCC	(Annual Grant)	000080	£ 450.00
Trottiscliffe Village Hall	(Annual Grant)	000081	£1,300.00
Trottiscliffe C of E School	(Annual Grant)	000082	£1,250.00
Kent Wildlife Trust	(Subscription)	000083	£ 49.00
Four Seasons Gardens Ltd.	(Turf/level play area)	000084	£ 505.20
Mrs L S Goldsmith	(Salary 5 - weeks) (01/12/16 - 05/01/17) postdated	000085	£ 198.73
HMRC	Clerks Tax postdated	000086	£ 132.40
T. Bhogal	Noticeboard 2 repairs	000087	£ 50.00
Four Seasons Gardens Ltd.	Fencing at allotments	000088	£ 1,569.35
<b>Total</b>			<b>£ 5,891.60</b>

**Transfer from TPC Reserve Account to TPC Current Account: £4,600.00**

**Cheques for signature TPC TCC Account:**

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
EDF Customers PLC	Electricity Bill	000004	£182.69

- a) Cheques for signature: The Chairman proposed that the cheques listed above be signed. Agreed.
- b) S136 2<sup>nd</sup> half of payment - a payment of £1,408.50 has been received from T&MBC. It was noted that this will be the last time this payment will be received.
- c) Grass cutting contract 2017 - Members **resolved** to accept a quote of £3,785.94 from Four Seasons Gardens Ltd. for the grass cutting and hedge cutting for 2017/18.  
*1 member of public left the meeting*
- d) Budget 2017/18 - The Clerk had prepared a budget forecast document for circulation. Members feel that an increase in the Precept is necessary as T&MBC have withdrawn both the S136 Grant and the Council Tax Support Grant. A total estimated expenditure of £18,952.00 which includes the provision of a financial contribution towards local organisations including the school and the village hall committee which used to benefit from the S136 Grant, was agreed. It was **resolved** that the precept upon T&MBC for the financial year 2017/18 should be £16,500.00. Any shortfall would be met from reserves. The Clerk was asked to place an article in The Pilgrim advising parishioners that the Parish Council is having to increase the precept this year because of the withdrawal of the S136 grant and Council Tax Support Grant.
- e) Precept request 2017/18 - It was **resolved** that a precept of £16,500.00 would be requested for 2017/18 from T&MBC.
- f) Review of policies - It was **resolved** to make no changes to the policies in place. The Clerk will update each policy to show that it has been reviewed.

**108/16 Members of public:** There were none.

### **109/16 Planning**

#### **a) Applications**

1] TM/16/03126/RD – Land rear of Cedar Bungalow, Church Lane, Trottiscliffe

Details of condition 2 (materials), 3 (landscaping), 7 (levels), 11 (surface material) and 12 (curtilage) submitted pursuant to planning permission TM/15/03537/FL.

*Resolved: Members do not feel that this is enough information to discharge the conditions particularly with respect to the landscaping and hedges. More detail is required and we feel that the boundary and planting should extend further south.*

#### **b) Decisions from T&MBC**

1] 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. *Refused*

2] TM/16/02230/FL – Murrayfield, Taylors Lane, Trottiscliffe, ME19 5ES

Construction of a new access to Taylors Lane. *Refused*

3] TM/16/02777/RD – Malabar, School Lane, Trottiscliffe, ME19 5EH

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

#### **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] 16/00391/WORKH – Malabar, School Lane, Trottiscliffe – regarding alleged unauthorised work not in accordance with TM/16/01234/FL. Enforcement are investigating.

4] 16/00402/WORKH – Prunelle, Church Lane, Trottiscliffe – regarding alleged unauthorised access. Enforcement are investigating to see if there has been a breach of planning control.

### **110/16 Highways, Footways and Footpaths**

1] Taylors Lane/Vigo Hill – KCC have advised that they are trying to get the new signage up as soon as possible and hopefully before Christmas.

2] Electricity supply to the Christmas Tree – DGG offered to assist RW with the installation of the Christmas Tree on the 10 December 2016. The Clerk will advise the Highways Steward that the tree has been erected with the cable running across the road.

3] Request for a litter bin in Pinesfield Lane – The Clerk has contacted the National Trust to see if they would be willing to have a litter bin installed in the car park and is waiting for a response.

4] Noticeboards – Members noted that the noticeboard in Taylors Lane has also now been refurbished.

5] Sign for School – County Councillor Sarah Hohler has discussed the position of a new sign with Highways at KCC and has agreed that the most visible place would be on the existing post on the green by Church Road with a sign both sides pointing down Church Road. Hopefully the new sign will be installed soon.

6] BT Phone Box Removals – Members noted the consultation to remove a number of BT phone boxes across Kent including the one in Taylors Lane. Members had no objection to the removal of this BT Box.

7] Broadband Service - Members noted that a resident has asked MP Tom Tugendhat for assistance in getting improved broadband speeds for Trottiscliffe. Members agreed that they would also be happy to lobby for some action to be taken.

8] Trosley Court - Members noted correspondence from residents at Trosley Court. The residents are proposing to reconfigure the gates and provide a second gateway for people using the footpaths and bridleways. A sign belonging to the Parish Council will need to be moved as it would block the entrance to the proposed new gate. The residents believe that the sign is currently located on their land. The Clerk was asked to respond and state that Members do not have a problem with the sign being moved but believe that the sign is currently situated on land belonging to the Church and that they should check that they are happy with the proposals. Members would also like to remind the residents that if they have not already done so that PROW should also be consulted on the proposal.

#### 9] Reported Faults

- i) The Clerk will report that the pavement from Church Road to Bramble Park needs clearing.
- ii) The Clerk to report again that a sign is missing on Taylors Lane.
- iii) The Clerk to report that the speed hump on Taylors Lane outside The Nursery is disintegrating.

### **111/16] Open Spaces, Recreation Ground and Allotments**

1] Remedial work to the playground - Four Seasons Gardens have completed the turf and levelling of the areas around the play equipment. The Clerk was asked to find out if Toc Bhogal could repair the playground gate.

2] Allotment boundaries and fencing - Four Seasons Gardens have installed the chestnut fencing on the boundary with Darren's Meadow. DJ will check that it has been installed correctly. A quote for an additional standpipe is being sought.

3] Fence between the village hall and west car park - the Clerk was asked to get some quotes to replace this fencing.

### **112/16] Correspondence**

#### a) For Information

- 1] Area 2 Planning Committee - 14 December 2016
- 2] Joint Transportation Board - 29 November 2016 - meeting cancelled
- 3] Parish Partnership Panel - 16 February 2017
- 4] Standards Committee - 12 January 2017
- 5] KALC Area Committee Meeting - 12 January 2017

#### b) On Circulation

The following correspondence had been circulated:-

- 1] Kent Police - Your Speed - November 2016
- 2] The Parish News - November 2016
- 3] Kent and Medway NHS - Connected Magasine - Winter 2016
- 4] Kent Wildlife Trust - Winter 2016/17
- 5] T&MBC Parish Partnership Panel - minutes and information pack from meeting held on 17 November 2016
- 6] CPRE - Fieldwork - Winter 2016
- 7] Countryside Voice - Winter 2016

#### c) Requiring Attention

- 1] KCC Budget Consultation 2017/18- noted.

**113/16 Any Other Business**

1] Concern was expressed about the change of status for the site at Cedar Bungalow which was put forward during T&MBC's 'Call for Sites' exercise last year. The status has been changed to suitable and deliverable without any further consultation or announcements. Borough Councillor Ann Kemp has suggested that the Parish Council raises their concerns about this site with T&MBC.

2] It was noted that the planning proposal TM/16/0990/FL, land adjacent to Downsview, 8 Green Lane, Trottiscliffe is likely to be considered by the Area 2 Planning Committee on the 14 December 2016. RW stated that he is planning to attend the meeting and speak on behalf of the Parish Council.

**114/16 Date of the Next Meeting**

The next Parish Council Meeting will be held on Thursday 2 February 2017 at 7.45pm in the village hall.

The meeting was closed to the public at 9.51pm

Chairman .....

Date.....

