

**MINUTES OF THE PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL, TROTTISCLIFFE
ON THURSDAY 6 DECEMBER 2018 at 7.45pm**

PRESENT:

Mr. Richard Wallis (RW) - Chairman, Terry Baker (TB) Jenny Dickson (JD)
David Goodworth (DGG), David Jones (DJ)

IN ATTENDANCE:

County Councillor Sarah Hohler, Borough Councillor Ann Kemp
Mrs. Louise Goldsmith (Clerk)

103/18 Apologies for absence

An apology for absence was received from Councillor David Gaunt and Oliver Shaw.

104/18 Declarations of interest:

There were none.

105/18 Minutes

The minutes of the Parish Council Meeting held on the 1 November 2018 were approved and signed as a true record.

106/18 Reports

- a) County Councillor – County Councillor Sarah Hohler advised Members that the KCC Planning Committee, which met on the 28 November 2018, were unanimous in agreeing the removal of the proposed quarry at Ryarsh from the draft Minerals Plan as its inclusion would be a breach of Green Belt policy. The Cabinet at KCC will now need to sanction this decision at a meeting due to be held on the 13 December 2018. KCC need to make £1 million saving on the library service and have developed a proposal to tier libraries and review opening hours. KCC are consulting on these proposals so that it can develop a sustainable service for the future and the consultation is open until the 29 January 2019. A working group of Parish Councils is meeting as part of the Big Conversation consultation to discuss the proposed feeder service which will provide a new bus link to the Tesco at Lunsford Park offering increased journey opportunities. County Councillor Sarah Hohler advised Members that a number of parishes are concerned about a possible increase in traffic on local roads and pollution from the planned new Lower Thames Crossing. The planned new 14.5mile (23km) long three-lane dual carriageway would connect the M2 near Rochester and the M25 in Essex between North and South Ockendon and include a 2.4mile (3.8km) tunnel between Gravesend and Tilbury. The crossing is expected to open in 2027.
8.02pm County Councillor Sarah Hohler left the meeting
- b) Borough Councillor – Borough Councillor Ann Kemp reported that T&MBC has received 3,750 responses to the consultation on the proposed Local Plan of which just 211 were comments of support. The highest number of objections were received for the proposed development at Bushey Wood and Borough Green. T&MBC will now compile all of the responses and aim to submit these to the Secretary of State by the end of January 2019. Borough Councillor Ann Kemp advised Members that the

decision by Area 2 Planning Committee to object to planning proposal TM/18/003570A, The Nursey, Taylors Lane, Trottiscliffe, will need to be considered by Full Council and that this may happen until April 2019.

- c) Kent Police - RW was pleased to report that there was no reported crime in November in the local area.
- d) KALC Area Committee - The next meeting is due to be held on the 10 January 2019.
- e) JPCTCG - There has been no meeting.
- f) Parish Partnership Panel - JD attended the meeting held on the 15 November 2018. The consultation on the Local Plan was one of the main talking points. Highways England also attended the meeting to discuss and answer questions on the Smart motorway works on the M20. The minutes of the meeting will be circulated.
- g) Trosley Liaison Group - There has been no meeting.
- h) Village Hall Committee - TB attended the meeting held on the 3 December 2018 and reported that the Committee has some big events coming up to celebrate Christmas and New Year. The Committee were concerned about the clearing up of the debris from the school's firework display and the re-seeding of the grass. JD offered to mention these concerns to the PTA. Members noted that these works should be completed in the Spring and the area is currently cordoned off.
- i) Tree Warden - There was no report.
- j) Courts Committee Meeting - The Courts Committee has advised the Clerk that works to install a Matchplay 2 carpet should commence soon. JD reported to Members that one of the tennis coaches for the school children has advised that during sessions for the children that there has been an unfriendly dog in the vicinity. Difficulties are also been experienced in booking the courts for coaching sessions for the school children.
8.16pm The meeting was suspended to allow Borough Councillor Ann Kemp to speak who reminded Members that one of the conditions of the tennis club is that the school has priority on the use of the courts for either tennis and/or netball.
8.18pm The meeting was reconvened
JD also reported that it is very difficult for a non-member to book the courts. A sign which used to be on the gate to the courts advising people how to book seems to have been removed and booking online does not seem possible. It was agreed that the RW and Clerk should look into these issues raised and also assess the condition of the fence between the village hall car park and the courts. RW reminded Members that a representative from the school do have an opportunity to attend the annual Courts Committee meeting and should look to attend in future.

107/18 Matters arising

- a) T&MBC Call for Sites/Development of the Local Plan - see item 106/18 (b).
- b) Progress with a Community Bid for The Plough Inn - There was no update from the Trosley Heritage Group.
- c) General Data Protection Regulation - The Clerk reminded Members to activate their new email accounts. The Clerk will send test emails out once all Members have activated their accounts.
- d) Monthly Check of the Defibrillator - The Clerk has carried out a monthly check and confirmed that the batteries and defibrillator are working.
- e) KALC Community Award Scheme 2019 - Members unanimously agreed to nominate Borough Councillor Ann Kemp for the award.
- f) Ryarsh, Proposed sandpit update - see item 106/18 (a).
- g) Calendar of Meetings 2019 - The Clerk to circulate.

108/18 Finance & Policies

Statement of payments to be made and income received

| | |
|-------------------------------|----------------|
| National Savings Account: | £ 1,692.64 |
| Nat West TPC TCC Account: | £24,800.63 |
| Nat West TPC Reserve Account: | £24,046.07 |
| Nat West TPC Current Account | £ 162.01 |
| Less cheque 000166 | <u>£ 50.00</u> |
| | 112.01 |

Receipts: None

Cheques for signature TPC Current Account:

| <u>Supplier</u> | <u>Description</u> | <u>Cheque Number</u> | <u>Amount</u> |
|---------------------------|---|----------------------|-----------------|
| Mrs L S Goldsmith | (Salary 5 weeks) (1/11/18 - 06//12/18) | 000229 | £ 176.21 |
| HMRC | (Clerks Tax) | 000230 | £ 176.20 |
| Mrs L S Goldsmith | (Clerks Expenses) | 000231 | £ 82.88 |
| Trottscliffe Village Hall | (Hall Hire) | 000232 | £ 70.00 |
| Gel Creative | (Website maintenance) | 000233 | £ 150.00 |
| Kent Wildlife Trust | (Annual subscription) | 000234 | £ 50.00 |
| Mrs L S Goldsmith | (Salary 4 weeks post-dated) (6/12/18 - 04/01/19) | 000235 | £ 140.97 |
| HMRC | (Clerks Tax - post-dated) | 000236 | £ 140.96 |
| Total | | | £ 987.22 |

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

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) Budget 2018/19 - The Clerk had prepared a budget forecast document for circulation. A total estimated expenditure of £20,642.00 which includes the provision of a financial contribution towards local organisations and a local election (if needed) was agreed. It was **resolved** that the precept upon T&MBC for the financial year 2019/20 should not be increased and remain the same as in 2018/19 at £16,500.00. Any shortfall will be met from reserves.
- c) Precept request 2019/20 - It was **resolved** that a precept of £16,500.00 would be requested for 2019/20 from T&MBC.
- d) 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.

109/18 Members of public:

A member of the public reported that following a recent incident a further training session on how the defibrillator can be operated and accessed would be beneficial.

Borough Councillor Ann Kemp left the meeting

110/18 Planning

a) Applications:

1] TM/18/02757/FL - 1 Central Lodge, Gravesend Road, Wrotham, TN15 7JW First floor side, rear and front single storey extension and conversion of garage to habitable room and new detached garage. *Resolved: No objection*

2] TM/18/0247/FL - White Gables, Church Lane, Trottiscliffe, ME19 5EB

Demolition of existing garage and construction of part single storey, part double stored side and rear extension incorporating enlargement of existing side roof dormer. *Resolved: Object. Members feels that that the proposal is overbearing and not sympathetic to the area. Members object to the overall bulk, scale and size and feel the proposal represents an over intensification of the site.*

b) Decisions from T&MBC:

1] TM/18/00357/OA - The Nursery, Taylors Lane, Trottiscliffe

Outline application for a detached bungalow to replace a mobile home.

To be determined by Full Council

2] TM/18/01375/FL - Streets End, Ford Lane, Trottiscliffe

Proposed new two storey dwelling. *Approved*

3] TM/18/01396/FL - Equine Lane West of Millers Farm, Wrotham Water Lane

To site a temporary mobile home near to the farm buildings for the purposes of looking after the brood mare and breeding stock for specific periods of the year. *Application withdrawn*

c) Other planning matters

1] Enforcement case TM/18/00332/WORKM - Cedar House, Church Lane, Trottiscliffe - T&MBC has advised that following an inspection of the site regarding an alleged unauthorised building it is apparent that there may have been a breach of planning control. An enforcement file has been opened and it is anticipated that the owner will be asked to submit a retrospective planning proposal.

2] Millers Farm - The Clerk was asked to report to enforcement that a mobile home is now in use on the site. *(JD abstained from this discussion)*

3] Trosley Farm - The Clerk was asked to report to enforcement that there appears to be someone living in the stables and also to mention that the floodlights on the menagerie are still in use for which planning permission has not been sought.

111/18 Highways, Footways and Footpaths

1] Reported Faults

i) Request for a trief kerb - the Clerk has requested a trief kerb along Taylors Lane near to the pond where cars are regularly mounting the pavement.

ii) Concrete blocks and posts in ditch along Addington Lane - the Clerk has reported.

iii) The Z bend sign in Taylors lane is not visible - blocked by vegetation - the Clerk to report

iv) Road sign 'Taylors Lane' - still missing on Vigo Hill. The Clerk to report

v) Damaged sign at Bassetts Lodge - the Clerk to report

vi) Post on village green opposite The George - has been knocked over. The Clerk to report

vii) Hedge at Hornbeam - needs urgently trimming back. The Clerk to report.

2] KCC Highways Parish Seminar - The Clerk attended the seminar held on the 2 November 2018. The new Director of Highways, Transportation and Waste, Simon Jones announced that his priorities are accessibility and safety. He wants residents to have predicted journey times by opening up pinch points. He wants to 'maximise the pound in the ground' by reducing administration costs and speeding up response times and taking a holistic view to repairs and improvements. The switch to LED lighting is nearly complete and is saving money as very few faults have been reported. There is a new code of practice for highway maintenance

which is the biggest change in legislation for many years and requires KCC to document all repairs and safety inspections. Pothole repairs have been a priority but it was reported that roads in Kent need £630m of reconstruction works.

3] Big Conversation Update - Members discussed the new feeder service which will be a timetabled service and will provide a new link to the Tesco at Lunsford Park offering increased journey opportunities. A working group has been formed and the terms of reference of this group and the minutes of the meeting held on the 26 December 2018 have been circulated. Either JD or RW will try and attend the next meeting due to be held on the 19 December 2019.

112/18 Open Spaces, Recreation Ground and Allotments

1] Recreation Ground and playground - The Clerk is hoping to meet with Four Seasons soon to see if they can assist with any of the works outlined in the RoSPA report. OS is in dialogue with the Outdoor Gym Company about installing adult outside gym equipment on the recreation ground and will present some costs and ideas at the next meeting. JD reported on a meeting held with members of the PTA, the Headteacher and the Chair of the Governors. The meeting was a very positive one and the situation about why an entrance fee cannot be charged for events held on the recreation ground was explained and alternatives to this discussed. A copy of the Constitution of the PTA and a copy of their insurance has been provided and the PTA has agreed to ensure that risk assessments are supplied well in advance of any event to be held on the recreation ground so that they can be approved by full Council. Problems with the use of the court at the tennis club were raised (see item 106/18 (j)) The AGM is due to be held on the 11 December and the Nativity play will be performed twice on the 18 December and animals from the School Farm will be involved. There are 84 children on the school roll and JD advised that the Headteacher would be willing to give Councillors a guided tour of the school. Members thanked JD for attending this meeting and for the reassurance on some of the concerns they had. JD also reported that the school would like permission to replace the entry gates to the playground to a design that looks like giant painted pencils. Members **resolved** to have no objections to this proposal. JD will advise the school.

2] Allotments - There was no report.

3] Trottiscliffe School and Community Farm - The Clerk has received the following report. A duck house has been built for the newly acquired ducks and a new shelter has been constructed for the alpacas. A horsebox has also been purchased. The sale of eggs at the school provides some income. More volunteers are required as unfortunately some have had to pull out. Dave Urmston has acquired a grant of £525.00 for trees and is looking to plant an orchard of apple and pear trees. The Clerk was asked to remind Dave Urmston that any changes to the land such as the planting of the orchard need to be approved by the Parish Council as specified in the lease. The Clerk was also asked to find out what accounts are being kept for the farm.

113/18] Correspondence

a) For Information

1] Area 2 Planning Committee - 12 December 2018

2] Joint Transportation Board - 11 March 2019

3] Parish Partnership Panel - 7 February 2019

4] Standards Committee - 15 January 2019

5] KALC Area Committee Meeting - 10 January 2019

b) On Circulation

- 1] Agenda Area 2 Planning Committee – 12 December 2018
- 2] Big Conversation Working Group – Meeting summary 26 November 2018
- 3] Big Conversation Summary of West Malling Feeder Service
- 4] Big Conversation Working Group – West Malling Terms of reference
- 5] Joint Transportation Board – Agenda meeting held 26 November 2018
- 6] CPRE Fieldwork
- 7] Clerk & Councils Direct – November 2018
- 8] Parish Partnership Panel – Agenda meeting held 15 November 2018
- 9] Countryside Voice – Winter 2018

c) Requiring Attention:

- 1] KCC Consultation on Libraries, Registration and Archives Strategy – noted. The Clerk will place information on the consultation on the website.
- 2] Local Elections 2019 – Information on the election due to take place on the 2 May 2018 was noted

114/18 Any Other Business:

DGG reported that the Christmas Tree will be installed next week on the green opposite The George. The Clerk has applied for the required licence from KCC for the cable for the lights to go across Taylors Lane

DGG gave his apologies for the next meeting

The Clerk attended an appraisal with RW DJ. An increment rise is to be suggested at the next meeting

JD offered to look into how to address the needs of an ageing community and in particular the needs to people with Alzheimers

115/18 Date of the Next Meeting

The date of the next Parish Council Meeting is Thursday 7 February 2018 at 7.45pm.

116/18 Any Confidential Matters There were none

There being no other business the meeting closed at 9.44pm

Chairman

Date.....