

**MINUTES OF a Virtual ANNUAL PARISH COUNCIL MEETING
HELD ON THURSDAY 3 SEPTEMBER 2020 at 7.45pm**

PRESENT:

Mr. Richard Wallis (RW- Chairman), Sue Byrom (SB), David Gaunt (DG), David Goodworth (DGG), Louise Leyden (LL), Ian Mills (IM), Oliver Shaw (OS)

IN ATTENDANCE:

County Councillor Sarah Hohler

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

3 members of the public

35/20 Apologies for absence

An apology for absence was received from Borough Councillor Piers Montague.

36/20 Declarations of interest:

Cllrs. Wallis, Gaunt, Mill, Leyden, Shaw, Goodworth and Byrom all declared a pecuniary interest in item 42/20 (a) (5).

37/20 Minutes

It was resolved that the Clerk should, on behalf of the Chairman, sign the minutes of the Parish Council Meeting held on the 2 July 2020 and the Extraordinary Meeting held on the 6 August 2020.

38/20 Reports

- a) **County Councillor** - County Councillor Sarah Hohler reported that the Cabinet has not met for a few weeks as busy working hard on trying to reconcile the budget. A Cabinet meeting is to be held next Thursday to discuss the budget. There is currently a £40-50m shortfall which needs to be found from cost savings as there is a reluctance to use reserves. KCC in conjunction with Medway are able to offer loans to businesses with very low interest rates. KCC is still struggling with accommodating the number of asylum seeking children arriving in Kent and are still trying to get other Counties to help with this crisis situation. County Councillor Sarah Hohler discussed the planned closures for the M20 in connection with the reinstatement of the footbridge at East Street. County Councillor Sarah Hohler has written to Kent Police about the speed of traffic on the A20 in Addington and Wrotham having received a number of complaints from residents. Kent Police has agreed to make the carrying out of speed checks a priority on this section of the A20. County Councillor Sarah Hohler advised Members that KCC are monitoring the activities at Wrotham Quarry to ensure that road sweepers are used daily to clean Addington Lane and that the 31 December 2020 deadline is met for the tunnel to be fully operational.
7.52pm County Councillor Sarah Hohler left the meeting
- b) **Borough Councillor** - Borough Councillor Ann Kemp reported that T&MBC are working closely with Urbaser to try and resolve the ongoing problems with the waste collection service. T&MBC is considering the implication of the Government's proposed reform of the planning system in the New Planning White Paper. There are still some grants available for local businesses. Borough Councillor Ann Kemp has called in planning proposal TM/20/01764/FL. IM advised Borough Councillor Ann Kemp that the food waste collection has been late for 3 weeks in Pinesfield Lane. DG advised Borough Councillor Ann Kemp that

the Planning Notice for TM/20/01764/FL is not in the incorrect place having been placed down the path next to number 8 suggesting the application is for number 8 and not number 1. Borough Councillor Ann Kemp also offered to investigate repeated fly-tipping incidents in Wrotham Water Lane and Pilgrims Way. 7.59pm Borough Councillor Ann Kemp left the meeting

- c) Kent Police - There has been no crime in Trottiscliffe or the surrounding areas during August 2020.
- d) KALC Area Committee - The next meeting is due to be held on the 1 October 2020.
- e) JPCTCG - There has been no meeting.
- f) Parish Partnership Panel - A meeting is being held tonight. The Clerk will circulate the minutes when they become available.
- g) Trosley Liaison Group - There has been no meeting.
- h) Village Hall Committee - IM reported that the Village Hall Committee recently met and agreed to contribute 50% towards the payment for resurfacing the village hall car park. The Committee has cancelled the family fun day due to be held because of the restrictions of Covid-19. The Committee has given the Montessorri school permission to put gates either side of the main front door as a safety measure. The post supporting the porch on the front of the village hall is rotting and needs replacing, the committee are obtaining quotes. The Committee has received some bookings but sadly also getting many cancellations. The Committee issued a questionnaire to hirers on ensuring precautions are in place with respect to Covid-19 and are pleased to see that the feedback has been positive and that measures are in place
- i) Tree Warden - There was no report.
- j) Courts Committee Meeting - no meeting.

39/20 Matters arising

- a) T&MBC Call for Sites/Development of the Local Plan - The dates for the hearing have now been set for the 6-8 October, 3-4 and 10-15 November 2020.
- b) Monthly Check of the Defibrillator - The Clerk has carried out the monthly check. The Clerk reported that the pads expire in December 2020 and will order some replacement pads next month.
- c) Proposal to create parking spaces at the village hall car park - Members discussed a third quote obtained for works to create more parking spaces at the village hall. RW explained that the proposal for the village hall car park is to cut out any damaged areas and regulate with asphalt and then to overlay the whole area with approx 30-40mm of 10mm surface course and compact with a twin drum vibrating roller to form finished levels. AG Driveways Ltd. have quoted £6950 plus VAT for these works and the Village Hall Committee has agreed to contribute 50% of the costs. RW explained that AG Driveways Ltd. has suggested that to try and match up the grass crete blocks on the overflow car park would look quite unsightly so have recommended removing the front section of blocks, kerb line and timber barrier and to backfill with a type 1 sub base and then re-surface to form finished levels. AG Driveways Ltd. have quoted £6880 plus VAT for these works. Members resolved unanimously to accept these quotes. It is hoped that the works will be complete by the end of October 2020. AG Driveways Ltd. has quoted £1070 plus VAT to white line both the village hall car park and the tennis club car park. This will be discussed with the tennis club once the main works are completed.
- d) KALC Community Award - Staff at KALC continue to work from home and have not been able to distribute the certificates for the Community Awards this year which

would have been presented at the Annual Parish Meeting. Members agreed that it would be a nice gesture to hold a social distancing compliant event to congratulate Diane Laite on the award. The Clerk will try and obtain a PDF of the certificate so that Cllr. Wallis can arrange to meet Diane Laite, observing, social distancing, and present the award.

- e) Website Accessibility - Members noted that the Clerk attended a virtual KALC training event on the 12 August 2020 about the new regulations which come into play on the 23 September 2020. The website administrator is preparing a Website Accessibility Statement which is now a requirement and place this on the website. The website administrator has also made some changes to the layout and look of the website to make it more user friendly for people with disabilities.

40/20 Finance & Policies

a) Statement of payments to be made and income received

| | |
|-------------------------------|-------------|
| National Savings Account: | £ 1,718.56 |
| Nat West TPC TCC Account: | £ 12,055.96 |
| Nat West TPC Reserve Account: | £ 20,457.87 |
| Nat West TPC Current Account: | £ 252.23 |

Receipts: £2,500.00 - Contribution to the sinking fund for 2019/20 from the Trottscliffe Tennis Club

| <u>Supplier</u> | <u>Description</u> | <u>Cheque Number</u> | <u>Amount</u> |
|----------------------|------------------------------------|----------------------|---------------|
| Mrs L S Goldsmith | (Salary 4 weeks) (06/08- 03/09) | 000460 | £ 180.56 |
| HMRC | (Clerk's Tax) | 000461 | £ 120.40 |
| Mrs L S Goldsmith | (Clerks Expenses) | 000462 | £ 105.13 |
| Four Seasons Gardens | (Grounds Maintenance) | 000463 | £ 999.98 |
| Gel Creative | (Website Maintenance) | 000464 | £ 225.00 |
| KALC | (Training Course) | 000465 | £ 20.00 |
| Lionel Robbins | (Internal Audit) | 000466 | £ 75.00 |
| Total | | | £1,726.07 |

Transfer from TPC Reserve Account to TPC Current Account: £1,800.00

Cheques for signature TPC TCC Account:

| | | | |
|-------------------|------------------|--------|---------|
| EDF Customers PLC | Electricity Bill | 000021 | £282.48 |
|-------------------|------------------|--------|---------|

- a) Cheques for signature: It was resolved that IM and RW could sign the above cheques.
- b) NALC Pay Award 2020/2021 - Members noted that the Clerk is entitled to a national pay rise and the hourly rate has increased from £13.68 to £14.05.

41/20 Members of public:

A member of the public spoke against planning proposal TM/20/01764/FL summaising that in principle that they don't object to the idea of a replacement building but object to the size of the proposed dwelling. Another member of the public suggested that a hearing app for the website would be useful. A member of the public reported that the second step on the rear of the village hall is disintegrating and needs replacing. The applicant for TM/20/01764/FL spoke in support of the proposed replacement building explaining

demoilition would be easier than a conversion and that they felt it was in keeping with other properties in the area. There was also a request that the footpath from The George to the noticeboard needs clearing of vegetation.

42/20 Planning

a) Applications from T&MBC:

1] TM/01716/TNCA – Trottiscliffe Primary School

Oak T1 to reduce crown by 20%. *Resolved: No objection*

2] TM/01629/TNCA – The Oast House, Taylors Lane, Trottiscliffe, ME19 5DS

Mature Yew - T1 - Reduce entire canopy by up to 2.5 metres and carefully shape all round to suitable growing points and T2 Large Grafted Cherry - Carefully reduce by up to 2 metres off top of canopy and canopy closest to the house. Reduce canopy which is spreading towards garage by up to 3 metres only to secondary growth points.

Resolved: No objection

3] TM/01590/FL – Elpatos, Pilgrims Way, Trottiscliffe, ME19 5EP

Proposed single walkway connection and conversion of garage to residential accommodation. *Resolved: We do not believe that the garage to be converted has the benefit of planning permission. There are two garages on this site. We would ask that T&MBC check the planning history for this site. We feel unable to comment until this is clarified as believe this should be a retrospective planning application.*

4] TM/20/01764/FL – 1 Green Lane, Trottiscliffe, ME19 5DX

Demolition of existing one storey bungalow to enable erection of a semi detached five bedroom dwelling.

Resolved: Object. In principle we do not object to a sympathetic extension but do object to the current proposal. We feel that the proposed dwelling 5 bedroom dwelling represents an over development of the site and are concerned that the building takes over the whole plot leaving very little space for a garden and indeed parking. The bulk of this property not only interferes with the general street scene but also with sight lines and overall visibility. The proposed dwelling extends in front of the neighbouring property and will affect visibility and the sight lines for pedestrians, cars and cyclists on this narrow private lane. We disagree with the statement that the proposed building is in keeping with neighbouring properties. The proposed elevation and window treatments do not match anything in the area. We are also concerned that the proposed roof height is considerably higher than the neighbouring property. Parking is also of concern and the proposed two spaces are at a dangerous angle to the road in terms of access and visibility. We are also disappointed to see a proposal for one of the few remaining small dwellings in the village to be converted into a very large dwelling when there is already a considerable shortage of smaller properties. Simply put this is the wrong type of development for this lane.

5] TM/20/01688/FL – The Plough Inn, Taylors Lane, Trottiscliffe, ME19 5DR

Convert old barn outbuilding and attached car port into a village shop with an outside disabled WC. As all Members declared a pecuniary interest the Clerk did not feel it was appropriate to award any special dispensations. Members asked for it to be noted that they all fully support the proposal.

b) Applications received after distribution of the agenda None received

c) Approvals

1] TM/20/01319/FL – The Grove, Taylors Lane, Trottiscliffe, ME19 5ES

Change the current facade to a white grey render and install an additional side door within the rear extension.

2] TM/20/001140/FL - The Nursery, Taylors Lane, Trottiscliffe

Reserved Matters application pursuant to condition 1 (landscaping) of application TM/20/01140/FL, which allowed for a variation of approved plans, following Outline planning permission TM/18/00357/OA: Erection of a detached dwelling for an agricultural worker relating to the nursery business to replace the mobile home, (with landscaping reserved)

d) Refusals

1] TM/20/01312/FL - Becketts, Pinesfield Lane, ME19 5EN

Construction of garden annexe ancillary to main dwelling.

e) Withdrawn applications None.

f) Planning Appeals None to consider.

g) Other Planning Issues

1] TM/20/00384/FL - Bramble Park, Church Lane, ME19 5EB - nothing to report.

43/20 Highways, Footways and Footpaths

1] Reported Faults

i) Traffic calming - KCC has advised the Clerk that they are looking to reinstate a number of the speed humps in the village. The disintegrating speed hump at the entrance to the village will be reinstated. The speed hump table at the junction of Taylors Lane, Church Lane and Wrotham Water Lane will be reinstated along with other humpss going out of the village. KCC will also look at reinstating the speed humps alongside Bramble Park which have become ineffective since the road was resurfaced.

2) New faults to be reported

i) Pinesfield Lane - cars are grounding on the camber of the road between Larling and the church on the downward slope

ii) Pilgrims Way adjacent with slope down to the lower access road (The Shack and other houses) - the road is getting dangerous due to the drop and eating into the tarmac on Pilgrims way.

iii) Taylors Lane - number of potholes to be reported

iv) Footpath from The George to the noticeboard is blocked with vegetation

3] Highways Improvement Plan - The Clerk is waiting for a further update on a request for trief kerbs on Taylors Lane.

8.45pm 2 members of the public left the meeting

4] Electrical Charging Points - Members noted that KCC is inviting Parish Councils to take part in a project to increase the number of publicly accessible Electric Vehicle (EV) charging points in Kent to help more people make the switch to these cleaner and quieter vehicles. This is a scheme that has been designed by KCC together with KALC to install EV chargers on Parish/Town Council owned land such as village halls and community hubs. Members discussed possible locations for a EV charging point and resolved that the Clerk should apply for one to be installed in the village hall car park.

44/20 Open Spaces, Recreation Ground and Allotments

1] Recreation Ground and playground - A RoSPA inspection is expected soon. The area where the bonfire was held last year still needs to be seeded. The Clerk will find out when the school plan to do this.

2] Allotments - RW is in the process of looking at the water supply and the number of standpipes at the allotments and the water usage of the Community Farm.

3] Trottiscliffe School Update - There was no update.

4] Community Farm – No formal update other than the farm seems to be well supported with a good network of volunteers.

45/20] Correspondence

a) For Information

- 1] Area 2 Planning Committee – 23 September 2020
- 2] Joint Transportation Board – 21 September 2020
- 3] Parish Partnership Panel – 3 September 2020
- 4] Standards Committee – 12 October 2020
- 5] KALC Area Committee Meeting – 1 October 2020

b) On Circulation (email only)

- 1] Parish News – August 2020
- 2] Kent Police Newsletter

c) Requiring Attention:

1] Government Consultations on reforming the planning system

- Changes to the current planning system
 - Planning for the future - the planning white paper
 - Transparency and competition: a call for evidence on data on land control
- Members agreed to respond to the consultation after the KALC seminar on this subject.

2] KALC Clerks Conference – Members noted that the conference will be virtual this year and agreed that the Clerk could decide whether to attend or not. The Clerk attends most of the KALC seminars during the year and finds the main benefit of the conference to be the networking with other Clerks for ideas and support which will not be possible this year.

46/20 Any Other Business:

Nothing additional

47/20 Date of the Next Meeting

The next Parish Meeting will be held virtually on Thursday 8 October 2020 at 7.45pm

48/20 Any Confidential Matters There were none

There being no other business the meeting closed at 9.13pm

Chairman Date.....