

**MINUTES OF a Virtual ANNUAL PARISH COUNCIL MEETING
HELD ON THURSDAY 3 DECEMBER 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:

Borough Councillor Ann Kemp
Mrs. Louise Goldsmith (Clerk)

77/20 Apologies for absence

An apology for absence was received from County Councillor Sarah Hohler and Borough Councillor Piers Montague.

78/20 Declarations of interest:

None

79/20 Minutes

It was resolved that the Chairman sign the minutes of the Parish Council Meeting held on the 5 November 2020.

80/20 Reports

- a) County Councillor - County Councillor Sarah Hohler has advised the Clerk that some users of the village hall car park are parking in front of the fire doors and suggested that the area may need some hatched lines. The Clerk was asked to thank County Councillor Sarah Hohler for allocating £950.00 of her Member Grant to the improvements to the village hall car park.
- b) Borough Councillor - Borough Councillor Ann Kemp reported that T&MBC has put into place some additional procedures for dealing with the implications of the restrictions of Kent being in Tier 3. Assistance is being offered to various groups along with financial support and grants for small businesses. Borough Councillor Ann Kemp reported that the Planning Inspectorate has suspended the Local Hearing. Borough Councillor Ann Kemp has also called in planning proposal . RW advised Borough Councillor Ann Kemp that the new contractor for waste seems to be using larger vehicles to collect the rubbish and as a result regularly driving over front gardens or not even collecting bins in Green Lane which is a narrow private road. Borough Councillor Ann Kemp agreed to speak to Waste Services about this issue.
7.59pm Borough Councillor Ann Kemp left the meeting
- c) Kent Police - There has been no crime in Trottiscliffe. There has been a few incidents in neighbouring parishes of burglaries from outbuildings and a residential property was broken into in Ryarsh.
- d) KALC Area Committee - Members noted that the next meeting will be held on the 10 December 2020 and that IM will attend.
- e) JPCTCG - There has been no meeting
- f) Parish Partnership Panel - The minutes of the meeting held on the 12 November 2020 have been circulated. Climate changes and the pandemic were hot topics. Of interest is the fact that some parishes are applying directly to developers hoping to build in their village for Section 106 monies.
- g) Trosley Liaison Group - There has been no meeting

- h) Village Hall Committee – IM reported that the Village Hall Committee has met virtually this week. The Committee is in the process of getting quotes to repair the steps at the rear of the building and for repairs needed to the porch and the white soffits. Due to the current restrictions there has been no bookings. The next project is to consider fund raising for alternative ways to heat the village hall, installing solar panels is one option. It is hoped that the Christmas event at The Plough will still be able to go ahead if Kent comes out of Tier 3 restrictions. The Committee is really pleased with the works that have taken place to the car park. The Clerk has invoiced the Committee for their share of the costs and the payment has been received.
- i) Tree Warden – There was no report.
- j) Courts Committee Meeting – The Clerk has circulated the minutes and a copy of the presentation which was given at the meeting held on the 25 November 2020. The Tennis Club Committee has carried out a Member survey which is helping them shape the club for the future. Four strategic goals have been identified. A 30 year model has been developed covering works necessary to keep the overall facility at its current standard. This model has presented some long term funding considerations such as possibly the need to increase the payments to the sinking fund in the short term with a view to reviewing this payment every year. Members were pleased to see that there has been an increase in activities for children which has led to an increase in Junior membership. The Clerk was asked to find out if the survey of the drains carried out last year identified where the outfall was. DGG suggested that the outfall is likely to be to an adjacent ditch which has not been cleared for many years. Members were in agreement that remedial works to the drains need to be done. DGG offered to assess the problem as well and investigate the drainage around the tennis courts

81/20 Matters arising

- a) T&MBC Call for Sites/Development of the Local Plan – Members noted that the Planning Inspectorate has suspended the Local Hearing. It is not officially known why it has been suspended although it is believed there has been a query on the legal compliance.
- b) Monthly Check of the Defibrillator – The Clerk has carried out the monthly check and will order replacement pads.
- c) Review of parking in the village hall car park - The white lining of the car park is working well but the middle entrance needs to be closed off as it is causing confusion having three possible 'in' and 'out' openings. Members were in agreement only a temporary solution was needed to block the middle opening and if the current arrangement with the 'in' and 'out' continues to work then will look to close this middle opening permanently. After discussing a number of options Members agreed to take up DGG's kind offer to place and fill 4 water butts with water in the middle opening. DGG hopes to install the water butts next week. The Clerk has asked Four Seasons to cut back the hedge to hopefully widen the entrance to the car park and it was suggested that the Clerk should ask the contractor to fill in a gap in the surface on this corner with tarmac. The contractor has received the posts for the 'in' and 'out' signs and hopes the signs will be delivered soon. Members discussed installing hatched lines outside the fire doors to the village hall to stop cars parking in this area but decided that the placing of advisory notes on vehicles not to park there might be a better approach. It was noted that the Clerk's application for a £950.00 Member grant to pay for the signs and posts has been approved. Four Seasons will be replacing the damaged fence between the village hall car park and the tennis club next week and the Clerk has asked T&MBC to re-instate the yellow zig zag signs outside the school which have faded again.
- d) KALC – Members **resolved** unanimously to adopt the Scheme again and to confirm their nominations to the Clerk by the 7 January 2021.

- e) Calendar of Meetings 2021 – Noted
- f) Provisional date for a planning meeting – Members agreed to set a provisional date of the 7 January 2021 at 7.45pm to consider any planning proposals if required.

82/20 Finance & Policies

a) Statement of payments to be made and income received

National Savings Account:	£ 1,718.56
Nat West TPC TCC Account:	£ 12,980.78
Nat West TPC Reserve Account:	£ 7,458.23
Nat West TPC Current Account	£ 4,088.41

Receipts: £3,805.00 Village Hall Committee

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Mrs L S Goldsmith	(Salary 4 weeks) (05/11- 02/12)	000478	£ 185.50
HMRC	(Clerk's Tax)	000479	£ 123.60
Mrs L S Goldsmith	(Clerks Expenses x 2 months)	000480	£ 140.68
RoSPA	(Annual Inspection)	000481	£ 115.80
Four Seasons Gardens Ltd	(Grounds Maintenance & hedge cutting)	000482	£ 881.52
Mrs L S Goldsmith	(Salary 5 weeks) (03/12/20- 08/01/21)	000483	£ 231.98
HMRC	(Clerk's Tax)	000484	£ 154.40
Total			£1833.48

Transfer from TPC Reserve Account to TPC Current Account: £2,000.00

Cheques for signature TPC TCC Account:

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
EDF	(Electricity supply)	000023	£278.19
AG Driveways Ltd	(White lining tennis club car park)	000024	£492.00

- b) Cheques for signature: It was **resolved** that IM and RW could sign the above cheques.
- c) Budget 2021/22 The Clerk had prepared a budget document for circulation. A total estimated expenditure of £20,400.00 for 2021/22 which includes a contingency allowance of £1,000.00 was agreed.
- d) Precept request - It was **resolved** that the precept upon T&MBC for the financial year 2021/22 should be increased to £19,000.00. Any shortfall will be met from reserves.

83/20 Members of public: No comments.

84/20 Planning

- a) Applications from T&MBC: None to consider
- b) Applications received after distribution of the agenda: None to consider

c) Approvals:

1] TM/20/2059/LDP - Garth Down, Church Lane, Trottiscliffe, ME19 5EB

Lawful Development Certificate Proposed: Construction of porous tarmac hardstanding area to front of dwelling

2] TM/20/02126/FL - 2 Sharon Cottages, Taylors Lane, Trottiscliffe

First floor extension.

3] TM/20/00841/00842/00843/00844 - Addington Quarry

d) Refusals: None to consider

e) Withdrawn applications:

1] TM/20/02266/FL - Darrens Meadow Farm, Green Lane, Trottiscliffe

Replacement dayroom.

f) Planning Appeals: None to consider

g) Other Planning Issues: Nothing to report

85/20 Highways, Footways and Footpaths

1] Reported Faults

i) Traffic calming - Jez Massy from KCC Highways has advised the Clerk that they are looking to reinstate a number of the speed humps in the village. Works are due to start early part of next year.

ii) Enquiry 524254 Pinesfield Lane - cars are grounding on the camber of the road between Larling and the church on the downward slope. Works are due to start on the 15 December 2020 and take place over four nights.

2) New faults to be reported

i) Ferns quarry - The Clerk to contact the owners of the quarry regarding the amount of mud on Addington Lane which is causing hazardous driving conditions

ii) Bollards on the village green - the Clerk to report that one has been knocked down

iii) Orange lidded bins - the Clerk to report to Waste Services that there has been a number of instances where the refuse freighters have driven over and damaged orange lidded food waste bins

3] Highways Improvement Plan - The Clerk reported that all projects are on hold until the next financial year.

86/20 Open Spaces, Recreation Ground and Allotments

1] Recreation Ground and playground - The Clerk has received the RoSPA report and met with Four Seasons to discuss the works needed. A quote is to be provided.

2] Allotments - RW reported that an Oak tree has fallen on the boundary of the allotments and needs removing. The Clerk will arrange for some quotes. The Clerk and RW to assess 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 - Members discussed the update received and circulated by the Clerk. The Clerk was asked to obtain a copy of the accounts for the community farm and find out if their finances have been impacted by the pandemic. The Headteacher of the school has mentioned that the current set up of the farm does not offer any educational benefits for the school curriculum. Members were full of praise for all the volunteers that support the farm but would like to see the educational side addressed again as this was one of the key aims of the farm. The Clerk will also ask that a Trustees meeting is held in January 2021.

87/20] Correspondence

a) For Information

- 1] Area 2 Planning Committee - 9 December 2020 - Cancelled
- 2] Joint Transportation Board - 8 March 2021
- 3] Parish Partnership Panel - 4 February 2021
- 4] Standards Committee - 12 January 2021
- 5] KALC Area Committee Meeting - 10 December 2020

b) On Circulation (email only)

- 1] Parish News - November 2020

c) Requiring Attention: Nothing to consider

88/20 Any Other Business:

DGG will be putting up the Christmas Tree on the village green this week

89/20 Date of the Next Meeting

The next Parish Meeting will be held virtually on Thursday 4 February 2021 at 7.45pm

90/20 Any Confidential Matters There were none

There being no other business the meeting closed at 9.37pm

Chairman

Date.....