

**MINUTES OF a Virtual PARISH COUNCIL MEETING  
HELD ON THURSDAY 4 March at 7.45pm**

**PRESENT:**

Mr. Richard Wallis (RW- Chairman), 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)

**105/20 Apologies for absence:** None received.

**106/20 Declarations of interest:** None received

**107/20 Minutes**

It was resolved that the Chairman, sign the minutes of the Parish Council Meeting held on the 4 February 2021.

**108/20 Reports**

a) **County Councillor** - County Councillor Sarah Hohler advised that the number of lorry drivers testing positive with COVID-19 is reducing each day. Several HGV drivers have been clamped and fined for parking in villages on verges etc. following a new initiative by KCC. It is confirmed that the County Councillor elections will be taking place on the 6 May 2021 and from the 8 March 2021 County Councillors can carry out door to door leaflet drops. KCC will soon be launching new mobile libraries. County Councillor Sarah Hohler advised that the new mobile libraries are very spacious and light. County Councillor Sarah Hohler has also raised the topic of the increase in litter on the verges with The Leader at KCC. KCC has advised that staff who normally do litter picking have had to help out with the general rubbish collection services because of illness and self-isolation. County Councillor Sarah Hohler has witnessed that the new parking arrangements in the village hall car park for drop off and collection at the Montessori Nursery seem to be working well.

*7.58pm County Councillor Sarah Hohler left the meeting*

b) **Borough Councillor** - Borough Councillor Ann Kemp was pleased to see that planning proposal TM/20/02255/FL for 1 Green Lane was refused by the Area 2 Planning Committee. Borough Councillor Ann Kemp was in agreement with Members that attended the meeting that the Planning Officer for T&MBC had not presented all the photos and elevation treatments that were in his report which could have supported a refusal. Members asked Borough Councillor Ann Kemp to raise this with T&MBC. Borough Councillor Ann Kemp advised Members that T&MBC realise that litter and fly-tipping is currently a serious problem in the Borough. Officers have been visiting known fly-tipping hot spot sites and there is going to be a big campaign with posters and signs to try and stop fly-tipping. T&MBC is also trying to gain the support of KCC and a Strategy Report is going to be presented to the Street Scene Committee outlining the issues. Borough Councillor Ann Kemp agreed to pass on a suggestion from DGG about linking the campaigns to prevent litter dropping and fly-tipping. DG reported that during recent roadworks the bins along Church Lane were not collected. Borough Councillor Ann Kemp agreed to discuss this with Waste Services to prevent this situation happening again.

*8.04pm Borough Councillor Ann Kemp left the meeting*

- c) Kent Police - The Clerk reported that there was no crime in Trottiscliffe in February. There has been a spate of thefts from sheds in Ryarsh including one in Woodhouse Lane.
- d) KALC Area Committee - IM to attend the meeting due to be held on the 25 March 2021.
- e) JPCTCG - DG to attend the meeting due to be held on 15 April 2021.
- f) Parish Partnership Panel - The Clerk will circulate the minutes of the virtual meeting held on the 4 February 2021.
- g) Trosley Liaison Group - No meeting held.
- h) Village Hall Committee - IM reported that the Village Hall Committee is due to meet next week. IM reported that sourcing broadband for the village hall is the next project which the Montessori school has already suggested would benefit them. The Committee are looking at providers and grants available. Plans to hold a summer event for the village, subject to restrictions being eased, will also be discussed.
- i) Tree Warden - There was no report.
- j) Courts Committee Meeting - There has been no formal meeting. The Clerk had arranged for Drain Detectives to carry out further investigative work on the storm gullies in the tennis club car park that are filling up and overflowing when it rains heavily. RW and DGG attended along with representatives from the Tennis Club Committee. The contractor found the line to be 90% blocked with mud, leaves and debris and it was agreed to use a vacuum tanker to extract the waste to clear the line to enable a CCTV camera to be used. During these works the contractor discovered that there is a turning point on the line so could not complete the project. The contractor has now recommended that a manhole is installed on the point of the turn to enable a CCTV camera to be used so that the whole line can be jetwashed. The Clerk has received an invoice for £1,155.00 for the works completed and it was **resolved** to pay these from the Courts bank account next month. A quote of £2,885.00 plus VAT has been received for the suggested further remedial works. Members discussed the quote and agreed it seemed quite excessive for the works required. DGG offered to approach a local contractor to find out where the outfall is and to hopefully resolve the issue more cheaply.

#### **109/20 Matters arising**

- a) T&MBC Call for Sites/Development of the Local Plan - The Local Hearing is still suspended. The Clerk advised that the Government could impose another 3000 houses on T&MBC if this Local Plan is rejected. This is of concern and it is also deemed that it is not possible to build that amount of new housing in the given timescale.
- b) Monthly Check of the Defibrillator - The Clerk has carried out the monthly check.
- c) Review of parking in the village hall car park - It was agreed that the arrangements for the new entrance and exit points have not been fully tested as most pupils have not yet returned to school. It was agreed to evaluate the signs and discuss suggestions for permanently filling the middle entrance/exit a month after the school re-opens.

#### **110/20 Finance & Policies**

##### a) Statement of payments to be made and income received

National Savings Account:	£ 1,718.56
Nat West TPC TCC Account:	£ 12,210.59
Nat West TPC Reserve Account:	£ 8,558.56
Nat West TPC Current Account	£ 1,228.19

**Receipts:** Member Grant: £950.00

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Mrs L S Goldsmith	(Salary 4 weeks) (04/02- 04/03)	000491	£ 185.10
HMRC	(Clerk's Tax)	000492	£ 124.00
Mrs L S Goldsmith	(Clerks Expenses)	000493	£ 137.92
AG Driveways Ltd	(Installation Signs)	000494	£ 348.00
Day Tree Fellers	(Removal of snapped oak)	000495	£ 300.00
Silver Pine Services	(2 A3 signs laminated)	000496	£ 10.00
Doug Wanstall	(Christmas Tree)	000497	£ 90.00
<b>Total</b>			<b>£1,195.02</b>

**Transfer from TPC Reserve Account to TPC Current Account: £250.00**

**Cheques for signature TPC TCC Account:**

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Mrs L S Goldsmith	(Electricity reimbursement)	000025	£141.50

- b) Cheques for signature: It was **resolved** that IM and RW could sign the above cheques.
- c) Review of the Risk Register – The Clerk has circulated an amended Risk Policy. Members **resolved** to adopt the document.
- d) Review of the Financial Regulations and Standing Orders – The Model Standing Orders have not been changed this year and no amendments are needed. **Resolved:** To adopt the Current Standing Orders. The Clerk suggested that no amendments are currently required to the Financial Regulations. The Clerk is keen to move to full online banking to include electronic payments and the Financial Regulations will need to be amended then. **Resolved:** To adopt the current Financial Regulations.

### **112/20 Planning**

a) Applications from T&MBC:

1] TM/21/00313/FL – White Gables, Church Lane, Trottiscliffe

Demolition of existing garage and construction of part single storey, part double storey side and rear extension incorporating enlargement of existing side roof dormer.

**Resolved:** No objection

b) Applications received after distribution of the agenda: None received

c) Approvals: None to consider.

d) Refusals

1] TM/20/02255/FL – 1 Green Lane, Trottiscliffe, ME19 5DX

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

e) Withdrawn applications None to consider

f) Planning Appeals

g) Other Planning Issues

Bramble Park – It is not clear if the property is still for sale and what the future use might be.

### **113/20 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 take place to the speed hump table at the junction of Taylors Lane and Church Lane in March,

#### **2) New faults to be reported**

i) Coldrum Stones – the Clerk was asked to report a number of pot holes in the car park

ii) Potholes – Members expressed their disappointment with the number of potholes in the village. The Clerk was asked to find out when KCC will be addressing these.

iii) Water on the road outside the school/corner of Church Lane – ongoing issue still not resolved. The Clerk was asked to get an update from the Highways Steward.

iv) North of Wrotham Water Lane, the National Trust sign is not visible – the Clerk to report.

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

### **114/20 Open Spaces, Recreation Ground and Allotments**

1) Recreation Ground and playground – The Clerk reported that Four Seasons will be fixing the broken sections of fencing around the playground equipment next week and also installing a fence in the corner of the car park next to the gate as previously agreed. Four Seasons will then look to complete the remaining remedial works to the playground equipment by the end of April in plenty of time for the next RoSPA inspection.

2) Allotments – Members noted that Mr. David Jones has kindly agreed to collect the rents due in April 2021. There is to be no change to the annual rent. RW is in the process of obtaining a quote for a standpipe and meter to the boundary of the community farm.

3) Trottscliffe School Update – There was no update

4) Community Farm – RW and the Clerk had an informal virtual meeting with the Headteacher, DGG, David Urmston and Daphne Rowlands who are all Trustees of the Community Farm. The meeting was not minuted but RW reported that a number of issues were discussed including the finances of the farm, the need to address Covid guidelines, the involvement of the school, the water supply and the use of the trackway. The Trustees were made aware that the Parish Council has been paying for the water supply to the farm, water has been used from a standpipe on the allotments. RW is obtaining quotes to install a standpipe and meter so that in future the farm can pay for the water it uses. The Parish Council were advised that the Trustees will be carrying out some remedial works to the trackway. The school have not been able to visit the farm for educational purposes for many months as not able to adhere to the guidance imposed by the Government during the pandemic. RW reminded the Trustees at the meeting that the lease clearly states that the purpose of the farm is for the non-commercial rearing of plants and animals for educational purposes and that the land which was gifted to the village has a condition that it is not to be used for commercial gain. DGG reported that he understood that since this meeting Dave Urmston has resigned as a Trustee but would like to continue running the farm as a Farm Manager reporting directly to the Trustees. DGG advised that the Trustees are due to meet next week. Members were in agreement that they fully support the community farm and remain grateful to all the volunteers that support it but as the landlord the Parish Council has a responsibility to ensure that the terms of both the lease and use of the land is adhered to. It was agreed that clarity is needed from the school on how the farm could be used to benefit the curriculum. The educational benefits need to be clearly stated. The farm should be made accessible to children and it was suggested that hard standings and pathways need to be installed as it is currently very muddy. DGG also advised that stocking levels of each breed

should be reviewed. It was also felt that at least one other representative from the school should be a Trustee. DGG will attend the meeting as both a Councillor and Trustee and will report back at the next meeting.

**115/20] Correspondence**

**a) For Information**

- 1] Area 2 Planning Committee – 7 April 2021
- 2] Joint Transportation Board – 8 March 2021
- 3] Parish Partnership Panel – 10 June 2021
- 4] Standards Committee – 9 June 2021
- 5] KALC Area Committee Meeting – 25 March 2021

**b) On Circulation (email only)**

- 1] Parish News – February 2021

**c) Requiring Attention:**

- 1] Vision Zero – The Road Safety Strategy for Kent 2020 – 2026 - noted
- 2] T&MBC Air Quality Survey - noted

**116/20 Any Other Business:**

Encourage people to pick up litter and purchase some litter pickers  
The Clerk to collate report for the virtual Annual Parish Meeting  
Resignation of Sue Byrom acknowledged. Clerk to notify T&MBC

**117/20 Date of the Next Meeting**

The next Parish Meeting will be held virtually on Thursday 8 April 2021 after the Annual Parish Meeting

**118/20 Any Confidential Matters There were none**

There being no other business the meeting closed at 9.50pm

Chairman .....

Date.....