

**MINUTES OF a Virtual PARISH COUNCIL MEETING
HELD ON THURSDAY 6 MAY 2021 at 7.45pm**

PRESENT:

Mr. David Gaunt (DG- Chairman), David Goodworth (DGG), Louise Leyden (LL), Ian Mills (IM), Alison Prountzos (AP), Oliver Shaw (OS), Richard Vallance (RV)

IN ATTENDANCE:

Mrs. Louise Goldsmith (Clerk) 1 member of the public

15/21 Apologies for absence

Borough Councillor Ann Kemp

7.47pm IM took over as Chairman

16/21 Election of Chairman

DGG proposed that DG be elected Chairman, this was seconded by LL. There were no other nominations and DG was elected unanimously.

7.49pm DG took over as Chairman

17/21 Election of Vice Chairman

It was proposed by OS and seconded by DGG that IM be elected as Vice Chairman. There were no other nominations and IM was elected unanimously.

18/21 Co-option

Mrs. Alison Prountzos and Mr. Richard Vallance had applied for the two vacancies on the Parish Council in between meetings. It was **resolved** to co-opt Mrs. Alison Prountzos and Mr Richard Vallance on to the Parish Council. The Chairman welcomed them both to the meeting. Mrs. Prountzos and Mr. Vallance read out and signed a Written Undertaking document which will also be signed by the Clerk. Mrs. Prountzos and Mr. Vallance agreed to submit a completed copy of their Notification of Disclosable Pecuniary Interests which will be forwarded to the Monitoring Officer at T&MBC and will eventually be placed on the website. A copy of the Model Code of Conduct and Standing Orders have been issued.

19/21 Election of representatives

Representatives to various organisations were appointed as follows:

KALC - IM

Parish Partnership Panel: OS

Tree Warden - LL

Highways enquiries: Clerk

Village Hall Committee: SB/IM

Allotments: Non Members Mr. David Jones to report to the Clerk

Courts Committee: DGG

Joint Standard Committee & JPCTCG: DG

Trottscliffe Primary School: OS

Bridleways & footpaths: AP

Trosley Park Liaison Group: LL

Playground overseeing of: OS

Trosley Heritage Group: DG & OS

Trottscliffe School: OS

Community Farm Trustee - AP and Jo Donaldson to be suggested

It was proposed by DG and seconded by IM that the above all be appointed. Agreed.

20/21] APPOINT A FINANCIAL OFFICER & INTERNAL AUDITOR:

It was proposed by DG and seconded by IM that the Clerk be appointed as the Responsible Finance Officer and Mr Lionnel Robbins be appointed as the internal auditor Agreed.

22/21 Declarations of interest:

RV declared a pecuniary interest in the planning proposal TM/21/00870/LDP.

22/21 Minutes

It was resolved that the Clerk, on behalf of the Chairman of this meeting sign the minutes of the Parish Council Meeting held on the 8 April 2021.

23/21 Reports

- a) County Councillor – 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 and school seem to be working well. Members noted that elections were held today.
8.16pm County Councillor Sarah Hohler left the meeting
- b) Borough Councillor – There was no report
- c) Kent Police – On the 2 April 2021 a strimmer and patio furniture were stolen from a property in The Paddocks, Addington. On the 7 April 2021 a vehicle parked in London Road, Addington was broken into. There has been two incidents involving sheds being broken into in Ryarsh during April.
- d) KALC Area Committee – The next meeting is due to be held on the 20 or 27 May.
- e) JPCTCG – meeting postponed
- f) Parish Partnership Panel – No meeting held
- g) Trosley Liaison Group – No meeting held.
- h) Village Hall Committee – IM reported that the Committee is working on the next event, a Family Fun day to be held on the recreation ground on the 17 July 2021. The Clerk agreed to send IM a copy of a draft risk assessment which needs to be completed for this event. The Committee was prepared to install and finance a fence at the front of the car park but it is not possible to fix the fence in the tarmac so are now looking to install sleepers and fill these with plants. The problem with an overflowing drain at the back of the village hall has been fixed. Repairing a couple of broken heaters in the village hall and the installation of WiFi are the next projects.
- i) Tree Warden – There was no report.
- j) Courts Committee Meeting – There has been no meeting but a meeting has been requested which the Clerk will set up virtually.

24/21 Matters arising

- a) T&MBC Call for Sites/Development of the Local Plan - The Local Hearing is still suspended. T&MBC is expecting the Planning Inspectorate to reject the Local Plan. T&MBC intend to lodge an appeal to The Secretary of State if the Local Plan is rejected.
- b) Monthly Check of the Defibrillator – The Clerk has carried out the monthly check.
- c) Review of parking in the village hall car park - Members noted that the new system seems to be working well. Members thanked LL for replacing the ‘in’ and ‘out’ signs with bigger signs for both exiting and entering the car park. When the sleepers are installed it was agreed that further white lining will be needed to mark out an additional parking space next to the sleepers and to paint ‘in’ and ‘out’ signs on the tarmac. DGG agreed to discuss the use of the entry system by the tennis club at the next Courts meeting. Members discussed the problem of parents still parking their

cars on the road outside the village hall and causing access issues. OS agreed to ask the school to put an article in their newsletter about parking and to also suggest that a member of staff monitors the situation at drop off and collection times. The Clerk will find out if the PCSO can attend a couple of drop off and collection times and issue warnings and guidance on parking which has helped in the past.

- d) Review of drainage - DGG is looking to obtain a second quote for the works required to improve the drainage in the tennis club car park.
- e) Future Parish Council Meetings - Members noted that the Legal Challenge by Lawyers in Local Government which was supported by NALC and the LGA was unsuccessful and Parish Councils cannot hold virtual meetings after today. The Clerk will book the village hall for meetings which will provide more space and allow for social distancing which will be needed if this restriction is not lifted.

25/21 Finance & Policies

- a) Statement of payments to be made and income receive

National Savings Account:	£ 1,718.56
Nat West TPC TCC Account:	£ 12,110.57
Nat West TPC Reserve Account:	£ 6,158.70
Nat West TPC Current Account	£ 9,792.16

Receipts: T&MBC Precept: First Instalment £9,500.00

TTC Account: Refund on electricity from EDF: £41.48

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Mrs L S Goldsmith	(Salary 5 weeks) (08/04- 06/05)	000507	£ 185.50
HMRC	(Clerk's Tax)	000508	£ 123.60
Mrs L S Goldsmith	(Clerks Expenses)	000509	£ 109.94
Came & Company	(Insurance)	000510	£574.53
Four Seasons	(Playground Repairs)	000511	£2,745.18
Four Seasons	(Fencing & Maintenance)	000512	£758.83

Transfer from TPC Reserve Account to TPC Current Account: £4,500.00

Cheques for signature TPC TCC Account: None to consider

- b) Cheques for signature: It was **resolved** that the above cheques be authorised.
- c) Proposal to purchase a new laptop for the Clerk - Members agreed for the Clerk to obtain quotes to replace the current Parish Council laptop which is not charging and has memory issues.
- d) Opening of an online Unity Trust Banking Account - The Clerk has commenced the process for opening an online Unity Trust Banking Account at a cost of £18.00 per quarter. This facility allows for three way authorisation where the Clerk will set up payments to be approved by two Members.
- e) AGAR/Internal Audit - The Clerk reported that the Internal Auditor will be visiting on the 2 June 2021 to inspect the accounts and procedures of the Parish Council and hopefully sign off the AGAR.

26/21 Members of the public

A member of the public confirmed that parking around the school is an issue and that at drop off and collection times it is not possible to walk safely along Church Lane. Concern was

expressed about the proposed increase in the annual allotment fee. A member of the public asked if the Parish Council could review the water use of both the allotment holders and the Community Farm and reconsider the annual charge bearing in mind that the allotments are not meant to be profit making.

27/21 Planning

a) Applications from T&MBC:

1] TM/21/01011/FL – Summer Haven, Church Lane, Trottiscliffe

Erection of single storey timber clad detached garden room/outbuilding

Resolved: No objection

2] TM/21/01002/FL – Chelidon, Taylors Lane, Trottiscliffe

Single storey rear extension

Resolved: No objection

RV declared a pecuniary interest

3] TM/21/00870/LDP – Becketts, Pinesfield Lane, Trottiscliffe

Lawful Development Certificate Proposed: stationing a mobile home at the property

Resolved: No objection

RV returned to the meeting

4] TM/21/00809/FL – 1 Leneys Cottages, Addington Lane, Trottiscliffe

Two storey side extension

Resolved: No objection

5] TM/21/00978/FL – Coldrum House, Coldrum Lane, Trottiscliffe

Construction of detached garden outbuilding to provide pool house for existing swimming pool and golf simulator room.

Resolved: Object. We feel this is an overdevelopment of the site and would like to draw your attention to the planning history which includes several refusals. The applicant continues to add buildings to this site which is now a sprawling mass. The proposed outbuilding is not within the confines of the main building. We strongly feel that any further development on this site would be detrimental to both the rural and residential amenity in an area designated as an Area of Natural Outstanding Beauty.

Applications received after distribution of the agenda

Approvals

1] TM/21/00768/TNCA – Rouses Farm, Taylors Lane, Trottiscliffe

T1 Ash - two branches lopped back to the trunk; T2 Ash – one branch lopped back to the trunk; T3 Fir – one branch lopped back to the trunk; T4 Poplar – two branches lopped back to first knuckle; T5 Poplar – 2 branches lopped back to main stump; T6 Poplar – one branch lopped back to main trunk

Refusals

Withdrawn applications

1] TM/21/00539/PDVLR – Chelidon, Taylors Lane, Trottiscliffe

Prior Notification for residential extension: single storey rear extension to a depth of 7.55m, eaves height of 2.5m and maximum height of 2.87m

Planning Appeals

Other Planning Issues

28/21 Highways, Footways and Footpaths

1] Reported Faults

i) Traffic calming - Works were due to take place to the speed hump table at the junction of Taylors Lane and Church Lane in March. The Clerk will follow up on this.

ii) Footpath MR187 – The Clerk has reported that the decking on the footpath at Whittakers cottage needs attention

2) New faults to be reported

- i) Potholes – The Clerk was asked to report Member’s concerns about the quality of the pothole repairs. Some of the repairs are already breaking up and the Clerk was asked to find out what quality control mechanisms are in place.
 - ii) Taylors Lane – Clerk to report numerous potholes
 - iii) Pinesfied Lane – repairs needed to the carriageway
 - iv) Land behind 1 Green Lane – The Clerk was asked to find out if there are any TPOs on the trees behind 1 Green Lane and request that these trees are protected if not already covered.
- 3) Highways Improvement Plan – The Clerk has submitted a revised Highways Improvement Plan to KCC requesting four village gateways as the highways project for this year.

29/21 Open Spaces, Recreation Ground and Allotments

- 1) Recreation Ground and playground – The Clerk reported that Fours Seasons have completed the works to the playground. The Clerk was asked to check a section of the matting and the double gates.
- 2) Allotments – DGG agreed to assist the Clerk in obtaining a quote for a standpipe and meter to the boundary of the community farm. It was **resolved** to postpone a review of the annual allotment rent until this meter is installed and separate data for the water usage of both the farm and allotment users can be collated. The Clerk reminded Members that the allotment rental is not just to cover water bills and should also cover any other maintenance required.
- 3) Trottiscliffe School Update – OS agreed to speak to the school about encouraging safe and sensible parking and whether a member of staff could be on duty at drop off and collection to monitor this.
- 4) Community Farm – AP offered to be a Trustee on behalf of the Parish Council. Jo Donaldson who lives in the village has also expressed interest in the role. DGG agreed to discuss the role with AP outside the meeting and the Clerk will ask the current Trustees for their agreement to these appointments.

30/21] Correspondence

a) For Information

- 1] Area 2 Planning Committee – 26 May 2021
- 2] Joint Transportation Board – 7 June 2021
- 3] Parish Partnership Panel –10 June 2021
- 4] Standards Committee – 9 June 2021
- 5] KALC Area Committee Meeting – 20 or 27 May 2021

b) On Circulation (email only)

- 1] Parish News – April 2021
- c) Requiring Attention: Nothing to consider

31/21 Any Other Business: Nothing additional

32/21 Date of the Next Meeting

The next Parish Council Meeting will be held in the village hall on Thursday 3 June 2021 at 7.45pm

33/21 Any Confidential Matters: There were none

There being no other business the meeting closed at 9.26pm

Chairman

Date.....