

**MINUTES OF a PARISH COUNCIL MEETING
HELD ON THURSDAY 4 November 2021 at 7.45pm in the Village Hall**

PRESENT:

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

IN ATTENDANCE:

Mrs. Louise Goldsmith (Clerk), Borough Councillor Piers Montague

90/21 Apologies for absence

An apology for absence was accepted from Borough Councillor Ann Kemp and Cllr. David Goodworth (DGG).

91/21 Declarations of interest:

RV declared a pecuniary interest in item 97/21 (2).

92/21 Minutes

It was resolved that the Chairman sign the minutes of the Parish Council Meeting held on the 7 October 2021 as a true and accurate record.

93/21 Reports

a) County Councillor - There was no report.

b) Borough Councillor - Borough Councillor Piers Montague explained that the one-off collection of garden waste service is in progress. Urbaser is still struggling to recruit drivers for the refuse lorries and has launched a recruitment campaign. T&MBC will be issuing a call for sites in the next few weeks. A further 2,500 dwellings are required for the next Local Plan though greater emphasis is being placed on brownfield sites. LL suggested that developers holding land stocks should be encouraged to build on them.

7.58pm Borough Councillor Piers Montague left the meeting

c) Kent Police - Trottiscliffe continues to suffer with a spate of crime. On the 6 October 2021 someone managed to interrupt the break-in of a property in Church Lane. On the 8 October 2021 a fence to a further residential property in Church Lane was damaged. On the 23 October 2021 another fence was damaged to a residential property in Ford Lane. The Clerk explained that 'Community Voice' is a potentially interesting new initiative to improve engagement between the parishes and Kent Police.

d) KALC Area Committee - The minutes of the meeting held on the 21 October 2021 have been circulated. The main focus of discussion was to discuss the format of future Parish Partnership Meeting. The AGM is to be held virtually on the 13 November 2021

e) JPCTCG - There has been no meeting.

f) Parish Partnership Panel - It was noted that a meeting is being held tonight to discuss the format and future arrangements of this panel.

g) Trosley Liaison Group - There has been no meeting. The Clerk has not heard when the next meeting is due to be held. LL visited the centre to introduce herself to the wardens and suggested that it would be useful to hold a meeting.

h) Village Hall Committee - IM reported that the village hall floor has been varnished. The Committee is arranging a quiz night for the 20 November 2021 and a Christmas party will be held on Friday 4 December 2021. The recenty held Barn Dance was very well attended. The Montessori is now using the hall on Mondays which means they have it booked every week day. The Committee is arranging for the water butts in the car park to be removed and will be installing posts and a chain link fence in their place.

i) Courts Committee Meeting – The Clerk advised that the Courts Committee meeting took place virtually on the 19 October 2021. The minutes of the meeting and supporting papers have been circulated. As DGG was not present it was agreed to postpone a discussion on the points raised until the next Parish Council meeting.

94/21 Matters arising

- a) Local Boundary Commission – Electoral Review Consultation - The independent electoral review has recommended a new patterns of wards. Trottiscliffe will become part of a ward to be called Pilgrims with Ightham. It was **resolved** that the Clerk should respond positively to the consultation on behalf of the Parish Council stating that the proposal offers a good solution for Trottiscliffe.
- b) Monthly Check of the Defibrillator – The Clerk has carried out the monthly check.
- c) Review of drainage in the tennis club car park– The Clerk reported that the hole that was dug behind the clubhouse and paid for by the Parish Council seems to be assisting with the drainage in the car park. The Tennis Club has purchased a jet washing hose and are regularly using this to try and keep the drain clear. Hopefully this means that the outfall will be directed to the stream at the back of the field. It was agreed to monitor the situation.
- d) Queen’s Platinum Jubilee - Members noticed recent communication received from the Pageantmaster on the lighting of the Beacons. A Committee has been formed and is looking at how the village can celebrate the event. The Queen’s Green Canopy (QGC) is a unique tree planting initiative created to mark Her Majesty’s Platinum Jubilee in 2022 which invites people from across the United Kingdom to “Plant a Tree for the Jubilee”. The Clerk advised Members that the Woodland Trust are giving away free sapling packs to community organisations such as Parish Councils. It was agreed that the Clerk should apply for a free pack of 450 saplings which should be delivered in March 2022. One sapling will be planted for every resident on the electoral roll in Trottiscliffe.
- e) T&MBC Waste Collection Service – Garden waste collections and the bulky waste service are not expected to restart for some time as Urbaser is struggling to find and retain HGV drivers. The one-off garden collection service is in process.

95/21 Finance & Policies

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

Balances as at 7 October 2021

National Savings Account	£10,000.00
Unity Trust Account:	£7,509.21

Receipts: [VAT Refund \(2020-21\) - £4,006.80](#)

Payments to be made electronically from the Unity Trust Account

<u>Supplier</u>	<u>Description</u>	<u>Amount</u>
Mrs L S Goldsmith	(Salary 4 weeks) (07/10- 04/11)	£ 327.95
HMRC	(Clerk’s Tax)	£ 81.80
Mrs L S Goldsmith	(Clerks Expenses)	£ 129.74
Four Seasons	(Maintenance)	£ 141.66
Small Works Building	(Pinesfield noticeboard)	£ 284.99
David Gaunt	(Reimbursement noticeboard installation)	£ 250.00
Mrs L S Goldsmith	(Reimbursement Gmail)	£ 55.54
Total:		£ 1,271.68

- b) Payments for authorisation : It was **resolved** that the above payments be authorised to be paid electronically by IM and OS.
- c) VAT Claim: Members noted that the Clerk has received a refund of £4,006.80 for VAT paid on items purchased between 1 April 2020 and the 31 March 2021.

96/21 Members of the public: None present

97/21 Planning

- a) Applications
 - 1] TM/21/02517/FL - Downsview, 8 Green Lane, Trottiscliffe
Erection of detached garage. Provision of extended driveway.
Resolved: No objection
8.27pm RV declared a pecuniary interest and left the meeting
 - 2] TM/21/02377/FL - Mardon House, Pinesfield Lane, Trottiscliffe
Conversion of integral garage to accommodation. New open entrance porch. New altered and infilled window and door openings. Juliet balcony at first floor to front elevation. 2no external flues. New render finish to front elevation. Construction of single storey rear extension and replacement of existing conservatory with new garden room
Resolved: No objection
8.29pm RV returned to the meeting
- b) Applications received after distribution of the agenda
 - 1] TM/21/02885/TNCA - Green Court, 3 Taylors Place, Trottiscliffe
Maple (T1) - Crown reduction from current height of 7m to 5m and lateral spread from 5m to 3m, Cherry (T2) - Crown reduction from current height of 7m to 5m and lateral spread from 5m to 3m. Maple (T3) - Crown reduction from current height of 7m to 5m and lateral spread from 5m to 3m.
Resolved: No objection
 - 2] 21/02589/FL - Orchard End, Church Lane, Trottiscliffe
Proposed glazed front porch atrium with pitched roof, ground floor rear extension with terraces and privacy screening above, loft extension and internal alterations.
Resolved: Object. We feel that the proposal will affect the residential amenity of the neighbouring properties and is inappropriate in a conservation area. We also feel that the proposed changes are not in keeping with the street scene.
- c) Approvals:
 - 1] TM/21/02069/FL - Rectory Cottage, Church Lane, Trottiscliffe
Proposal to erect a detached garage as well as new landscaping and driveway
 - 2] TM/21/01434/TNCA - Downlands, Taylors Lane, Trottiscliffe
Birch T1 - Crown reduce to required height and width T3: Copper Beech - crown reduction reducing the height and spread of the tree by up to 4 metres. Thin by 20% and lift over neighbours garden
 - 3] TM/21/01439/FL - Windmill Cottage, Pinesfield Lane, Trottiscliffe
Proposed loft conversion with dormer windows/doors and balcony to front elevation of existing house together with internal alterations
 - 4] TM/21/01864/FL - The Corner House, Church Lane, Trottiscliffe
Side extension within permitted development.
- d) Refusals:
- e) Withdrawn applications: None to consider

- f) Planning Appeals:
TM/21/00809/FL – 1 Leneys Cottages, Addington Lane, Trottscliffe for a two storey side extension.
- g) Other Planning Issues
- 1] Land behind 1 Green Lane, application Community Asset – T&MBC have apologised to the Clerk for not yet processing this application and aim to do this shortly.
 - 2] 21/00281/WORKH – Darrens Meadow Farm, Green Lane – alleged unauthorised work to form a new building. The Clerk has reported to Enforcement but has not received an update. It was agreed that the Clerk should ask Borough Councillor Ann Kemp to obtain an update.
 - 3] 21/00301/TRCAH – The Nursery, Taylors Lane – alleged unauthorised access and removal of a tree. The Clerk has reported to Enforcement and not received an update. It was agreed that the Clerk should ask Borough Councillor Ann Kemp to obtain an update.

98/21 Highways, Footways and Footpaths

1] Reported Faults

a) 11205494 – The Clerk has reported that all the drains and gullies are blocked on Taylors Lane.

b) Wrotham Quarry – Members are pleased that the bunds have now been installed. The Clerk advised that planting on the bunds will take place in the Spring.

2) New faults to be reported

a) Speed bumps throughout the village – white lines need to be repainted

b) Pilgrims Way – uneven work surface needs attention

c) Addington Lane – a large pothole needs filling

3] Highways Improvement Plan – The Clerk, DG and IM met with Clare Venner, Schemes Planning & Delivery Project Manager at KCC, on Thursday 21 October 2021 to walk around the village and to discuss the Highways Improvement Plan. The condition of the drains is a major concern and has been reported to the drainage team as a priority. Claire Venner has updated the Highways Improvement Plan and will be considering alternative options for the posts on the village green which regularly get knocked over. On the ‘walkabout’ some locations for possible village gates were identified and Claire Venner hopes to provide some designs and costs by the end of January 2022. The Clerk was asked to contact Ferns to see if they would be willing to sponsor some planting on the village green.

99/21 Open Spaces, Recreation Ground and Allotments

1] Recreation Ground and playground – The Clerk will ask Four Seasons to quote for the remedial works picked up in the RoSPA. DG offered to see what could be done to repair the latch on the gate to the play area.

2] Allotments – The Clerk has read the meters this month.

3] Trottscliffe School Update – The Clerk has contacted the school who has advised that they will not be holding a bonfire and fireworks display this year. OS agreed to let the school know about the Queen’s Canopy Project and suggest that the children participate in the planting of the trees.

4] Community Farm – AP attended a Trustees meeting which took place on the 2 November 2021. AP reported that more volunteers are needed to help tend to the animals and suggestions for raising funds were discussed. Members were pleased to hear that the school is actively engaged with the farm.

100/21] Correspondence

a) For Information

- 1] Area 2 Planning Committee – 3 November 2021
- 2] Joint Transportation Board – 22 November 2021
- 3] Parish Partnership Panel – 4 November 2021
- 4] Standards Committee – 11 January 2022
- 5] KALC Area Committee Meeting – 9 December 2021, AGM 13 November 2021

b) On Circulation (email only)

- 1] Parish News – November 2021

c) Requiring Attention:

- 1] The Kent Police and Crime Commissioner Police and Crime Plan Survey – Noted.
- 2] Survey on the impact of in-person meetings – The Clerk agreed to respond to the consultation on behalf of the Parish Council. Members were in agreement that meeting in-person is important and that a mixture of in-person and virtual meetings throughout the year would be preferable.

101/21 Any Other Business:

DGG has offered to source and install the Christmas tree for the village again this year. The Clerk will obtain a temporary licence to run cables across the road from KCC.

102/21 Date of the Next Meeting

It was proposed and **resolved** to hold the next Parish Council Meeting in the village hall on Monday 6 December 2021 at 6.45pm.

103/21 Any Confidential Matters: There were none

There being no other business the meeting closed at 9.28pm

Chairman

Date.....