

**MINUTES OF a PARISH COUNCIL MEETING
HELD ON THURSDAY 3 FEBRUARY 2022 at 7.45pm in the Village Hall**

PRESENT:

Mr. David Gaunt (DG Chairman – arrived 8.06pm), David Goodworth (DGG), Louise Leyden (LL), Ian Mills (IM), Alison Prountzos (AP), Richard Vallance (RV) and Oliver Shaw (OS – arrived 8.12pm)

IN ATTENDANCE:

Mrs. Louise Goldsmith (Clerk),
County Councillor Sarah Hohler, Borough Councillor Ann Kemp, 3 members of the public

In the absence of DG, IM opened the meeting as Chairman

118/21 Apologies for absence

An apology for absence was accepted from Borough Councillor Piers Montague and the reason for absence was accepted.

119/21 Declarations of interest:

DGG expressed a pecuniary interest in item 125 (a) (3).

120/21 Minutes

It was resolved that the IM sign the minutes of the Parish Council Meeting held on the 20 November 2021 and 16 December 2021 as a true and accurate record of the meetings.

7.52pm DG arrived and took over as Chairman

121/21 Reports

a) County Councillor – County Councillor Sarah Hohler gave the following report. The KCC budget meeting is on 10 February 2022. The budget consultation had over 2,000 responses. 70% of respondents were not comfortable with reductions in social care for the over 65s or for children, nor for savings on highways, the environment and waste. KCC has looked for opportunities to deliver services at a lower cost to give better value for money. The results of the 10,705 replies to consultation on the booking system for visits to the Household Waste Recycling Centres have been collated. Approximately 30% of respondents said they would like to be able to book a slot on the day as well as booking in advance, and this is now being phased in. There have been fewer visits to the sites but residents are bringing more waste (the average load has increased from 44kg to 60kg). Recycling has gone up from 63% to 69% which has saved money. KCC has 99 libraries and is currently engaging with residents on how to make the libraries more user friendly. The consultation closes on the 7 March 2022 and KCC has already received over 100 ideas. 94% of current users say they will continue to use their library. Libraries offer so much more than book borrowing and it is hoped that they will become successful community hubs. KCC is discussing the new strategic plan, delayed because of the pandemic. KCC is also looking to develop a Civil Society Strategy to strengthen their relationship with the voluntary sector. Kent Together is still available to help and support more vulnerable residents. County Councillor Sarah Hohler is chairing the cross-party member group which is developing the next 5 year strategy for country parks.

8.07pm County Councillor Sarah Hohler left the meeting.

b) Borough Councillor – Borough Councillor Ann Kemp advised that T&MBC is pleased to announce that the residents of Tonbridge and Malling recycle more of their household waste than anywhere else in Kent. The annual analysis carried out by the Department for Environment, Food and Rural Affairs (DEFRA) shows that households across the borough recycled 51.6% of their rubbish. The average across Kent was 43% with a national average for

England of 42%. Borough Councillor Ann Kemp advised that the call for sites event, for the draft Local Plan, opened on the 13 December 2021 and closes on the 7 February 2022. It was noted that there has been a number of staff changes in the Planning Department at T&MBC.
8.14pm Borough Councillor Ann Kemp left the meeting

c) Kent Police – PCSO James Robinson sent a report and advised that there has been no crime in Trottscliffe in January 2022. The Clerk advised that PCSO James Robinson regularly posts updates on the new Kent Police initiative Community Voice. My Community Voice is a messaging service that helps Kent and Medway residents, businesses, and community groups to keep in touch with their local policing teams. The service sends updates about your local area directly from the police officers themselves. The Clerk has placed details about the service on the website.

d) KALC Area Committee – There has been no meeting. The next meeting is on the 24 February 2022.

e) JPCTCG – There has been no meeting.

f) Parish Partnership Panel – Unfortunately, nobody could attend the virtual meeting held on the 27 January 2022. However, the Clerk advised that Thomas Shelly from Aylesford has been appointed as Vice-Chairman of the Parish Partnership Panel. Details were given about upcoming meetings with the focus of the May meeting being the refuse collection service and the meeting planned in September will focus on upcoming events and climate change. The proposed lorry park at Wrotham was a further point of discussion and Parish Councils were encouraged to respond to any consultation.

g) Trosley Liaison Group – There has been no meeting. It was agreed to push for a meeting with the wardens given concerns about the lack of engagement with the public. It was agreed that the daily car park charge could be putting off the public wishing to use the parks for a shorter time period.

h) Village Hall Committee – IM reported that the village hall building is being completely redecorated during half term. Despite the pandemic the village hall has broken even in the last year. An increase in the rent charged to the Montessori school has been agreed.

i) Courts Committee Meeting – The Clerk reported that the works to the drainage system in the car park have now been completed and seem to have solved the ongoing issue. The Tennis Club Committee met on the 13 January 2022 and agreed to proceed with investigating a sub-lease arrangement with the Parish Council. A virtual Courts Committee Meeting has been arranged for the 14 February 2022 to progress this initiative. Mrs. Fran Bennett has taken on the role of Community Liaison and it hoped this role will improve relationships between the tennis club and the local community. It was agreed that Fran Bennett should be invited to future Courts Committee Meetings. A Macmillan coffee morning held at the Tennis Club raised £367.00 for cancer research.

122/21 Matters arising

a) Monthly Check of the Defibrillator – The Clerk has carried out the monthly check and has shown the new Clerk how to carry out the checks.

b) Queen's Platinum Jubilee – IM advised that plans are being progressed to mark this momentous occasion. LL asked if the Parish Council could consider purchasing a flag and pole for the village green. It was agreed that this should be discussed at the next meeting as a formal proposal. A village street party is planned for Sunday 5 June 2022 and an application to close Taylors Lane will be made to KCC. The Clerk has circulated the recently received procedure for applying for a road closure. The Beacon will be lit on Thursday 2 June and a local resident is organising the materials needed. The Clerk mentioned the recipe for the Jubilee Beacon Pie which it is suggested is served at the Beacon event. AP offered to contact Ferns to see if they would be willing to provide

some champagne which they have done before. An evening event is planned for Saturday 4 June, it is hoped to hold this outside on the recreation ground. A 'friendly' cricket match is planned against a team from Addington on Friday 3 June and cream teas will be served after the game. The Clerk will take delivery of the 420 free saplings from the Woodland Trust, expected 28 February to 18 March 2022, and will arrange to bring these to the village hall. Residents will be encouraged to take part in The Queen's Canopy initiative by collecting a sapling to plant at home and it was agreed that any spare saplings could be used to plug gaps in hedges around the village.

- c) T&MBC Waste Collection Service - The current interim garden waste collections continue and due to lower volumes of waste than the previous interim collection slightly faster progress is being made. 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.
- d) Appointment of new Clerk & Responsible Finance Officer - Members noted that following a recruitment process Mr Charles Amis has been offered and accepted the position of Parish Clerk and Responsible Finance Officer from the 7 February 2022. A contract has been issued and signed by Mr Amis and DG.
- e) Induction of new Clerk and handover arrangements - The Clerk has arranged an induction morning with Mr Amis. Files, the laptop and keys will be given to Mr Amis along with handover notes and any passwords. The Clerk will be on hand until the 28 February 2022 to assist with any issues.

123/21 Finance & Policies

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

Balances as at 3 February 2022

National Savings Account	£10,000.00
Unity Trust Account:	£14,745.32

Receipts: National Savings Account: Interest - £0.44
Allotment rental income: £140.00

Payments to be made electronically from the Unity Trust Account

<u>Supplier</u>	<u>Description</u>	<u>Amount</u>
Mrs L S Goldsmith	(Salary 8 weeks) (06/01/22 - 28/02/22)	£524.40
HMRC	(Clerk's Tax - Jan & Feb)	£131.20
Mrs L S Goldsmith	(Clerks Expenses x 2 months plus reimbursement of expenses)	£ 231.77
Trottscliffe Village Hall	(Hall hire)	£ 70.00
Gel Creative	(Website Maintenance Oct - Dec)	£ 150.00
Trottscliffe Tennis Club	(Contribution to drainage work)	£500.00
Gel Creative	(Website Maintenance - Jan)	£ 75.00
Google	(Email addresses - DD)	£ 66.24
Four Seasons	(Hedge trimming)	£ 837.13
Doug Wanstall	(Christmas Tree)	£ 90.00
Total:		£2,675.7

- b) Payments for authorisation: It was **resolved** that the above payments be authorised to be paid electronically by IM and DG.

- c) Review of the Risk Register: It was agreed that the Clerk would discuss the Risk Register with Mr. Amis and bring to the next meeting for approval.
- d) Review of signatories on Unity Trust Account: It was noted that the Clerk will arrange to remove herself as an authorised user of the Unity Trust Account and add Mr. Amis. It was agreed to keep DG, IM and OS as signatories on the account and to not add any more.

124/21 Members of the public:

A member of the public asked if draft minutes could be included on the website. Concern was expressed about the amount of litter on roads in the village and it was suggested that the Parish Council organises a litter picking group and considers preventative signage around the village. A member of the public asked if the Parish Council could consider organising some additional planting around the village to celebrate the Platinum Jubilee and to tidy up the verges. It was reported that there is graffiti on the motorway bridge on Ford Lane.

125/21 Planning

a) Applications

1] TM/21/03344/FL - Hillside, Pilgrims Way, Trottiscliffe

Replacement of existing lean/to with single storey extension, upgrade appearance of existing single storey rear extension including replacement flat roof, changes to ground floor windows/doors at rear of dwelling and introducing two lantern rooflights above open plan kitchen/dining area.

Resolved: No objection.

2] TM/21/03160/LDE - Stables Lodge, Coldrum Lane, Trottiscliffe

Lawful Development Certificate Existing: Detached dwelling house built with first floor accommodation and taller ridge height than design approved under planning permission TM/00/00337/FL.

Resolved: We feel we have no choice other than not to object but we are not happy that the ridge is taller than that permitted given this is an Area of Outstanding Natural Beauty.

9.14pm DGG declared a pecuniary interest and left the room

3] TM/21/03129/FL - The Nursery, Taylors Lane, Trottiscliffe

Enhancement of an existing driveway. Gates too near the road. Tree removal.

Resolved: Object. According to the previously submitted plans TM/18/00357/OA, which were approved after appeal, there was only a single access into the property as per drawing 1129/6A. This application, which we are disappointed to see is retrospective, involved the removal of a substantial tree which is not even mentioned on the plans. The new "access enhancement" opens onto Taylors Lane obtusely meaning sight lines to the south are very poor. This section of road is already subject to scouring and the drainage that has been installed does not seem to go anywhere which will only further exacerbate the historic problem.

9.20pm DGG returned to the meeting

Applications received after distribution of the agenda: None to consider.

b) Approvals: None to consider.

c) Refusals: None to consider.

d) Withdrawn applications:

1] TM/21/03092/FL - Bramble Park, Church Lane, Trottiscliffe

Proposed swimming pool.

e) Planning Appeals: None to consider

f) Other Planning Issues

1] Land behind 1 Green Lane, application Community Asset – T&MBC has now assessed the nomination, taking into account relevant provisions of the Localism Act 2011 and the Assets of Community Value (England) Regulations 2012 and has confirmed that the proposed nomination is agreed. The site will now be added to the Borough's List which is accessible via the Borough Council's website. T&MBC will be informing the landowner of this nomination and they may request for a review of this decision within eight weeks of the date of the notification.

2] 21/00281/WORKH – Darrens Meadow Farm, Green Lane – alleged unauthorised work to form a new building. There has been no update from Enforcement. The Clerk was asked to request an urgent update and to also report that the building has also possibly been built in a different position to that approved.

126/21 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) 606795 – Pilgrims Way. The Clerk has reported that the uneven surface, potholes and breaking up of the road. KCC has assessed the risk and reported that no action is required.

c) 606791 – Church Lane. The Clerk has reported that the white road markings need refreshing on all the speed humps. KCC has attended and arranging works.

d) 606790 – School Lane. The Clerk has reported that the white road markings need refreshing on all the speed humps. KCC has attended and arranging works.

e) 606788 – Taylors Lane. The Clerk has reported that the white road markings need refreshing on all the speed humps. KCC has attended and arranging works.

f) 615546 – Church Lane. The Clerk has reported that trees are overhanging the carriageway.

g) 615548 – Ford Lane. The Clerk has requested for part of the road to be resurfaced. KCC has assessed the risk and reported that no action is required.

2) New faults to be reported

a) Road up to Coldrum Stones – yellow lines and hatching need to be repainted

b) Footsteps and decking area are really slippery

c) Footpath MR185 – impassable

d) Footpath MR145 – impassable

3] Highways Improvement Plan – Members were disappointed to see that one of the gates has been installed without any reference to the Parish Council. The Clerk has contacted Claire Venner, Schemes Project Manager, who has advised that KCC managed to reuse one of the gateways from a site where it was unwanted and the contractor wanted to do the reinstatement on the same day so there was no time to consult the Parish Council. The Clerk was asked to advise Claire Venner that the gate needs to be moved nearer to the speed humps as agreed on the walkabout. The Clerk was also asked to request that Four Seasons tidy up the area between the lamppost and the speed humps. KCC had advised that the signing for the gate is being fabricated and will be installed in due course. Claire Venner is also considering options for replacing the bollards on the village green which are regularly knocked over and will present these to the Clerk in the New Year. Once a decision has been made about this the Clerk will approach Ferns to see if they would be willing to supply some planters for the centre of the green.

127/21 Open Spaces, Recreation Ground and Allotments

- 1] Recreation Ground and playground – The Clerk suggested that the Parish Council reviews the provision after the next RoSPA report and considers what grants may be available for replacing some of the equipment. The Clerk will submit the Annual Return to the Charities Commission.
- 2] Allotments - The Clerk has sent out invoices along with a copy of the terms and conditions to all the allotment holders and was pleased to report that just one invoice remains outstanding. The Clerk has submitted a request to Castle Water for a replacement meter.
- 3] Trottscliffe School Update –There was no update.
- 4] Community Farm – AP advised that a Trustees Meeting is overdue and will look to organise. The welfare of the birds is a concern. AP offered to discuss appointing Jo Donaldson as a Trustee again.

128/21] Correspondence

a) For Information

- 1] Area 2 Planning Committee – 23 February 2022
- 2] Joint Transportation Board – 7 March 2022
- 3] Parish Partnership Panel –26 May 2022
- 4] Standards Committee – 2 March 2022
- 5] KALC Area Committee Meeting – 24 February 2022

b) Requiring Attention: Nothing additional.

129/21 Any Other Business:

DG would like to place a memorial bench for his father near to the beacon. Members thanked the current Clerk for all her hard work and wished her every success in her new role.

130/21Date of the Next Meeting

The next Parish Council Meeting will be held in the village hall on Thursday 3 March 2022 at 7.45m.

131/21Any Confidential Matters: There were none

There being no other business the meeting closed at 9.55pm

Chairman

Date.....