

**MINUTES OF a PARISH COUNCIL MEETING
HELD ON THURSDAY 1 July 2021 at 7.45pm in the Village Hall**

PRESENT:

Mr. David Gaunt (DG- Chairman), David Goodworth (DGG), Louise Leyden (LL), Ian Mills (IM)

IN ATTENDANCE:

Mrs. Louise Goldsmith (Clerk)

County Councillor Sarah Hohler, Borough Councillor Ann Kemp, 1 member of the public

48/21 Apologies for absence

Borough Councillor Piers Montague and Cllrs. Mrs Alison Prountzos and Mr. Richard Vallance.

49/21 Declarations of interest:

LL declared a pecuniary interest in item 55/21 (a) (4).

50/21 Minutes

It was resolved that the Chairman sign the minutes of the Parish Council Meeting held on the 3 June 2021.

51/21 Reports

a) County Councillor - County Councillor Sarah Hohler reported that following the recent election KCC has 30 new Members which has resulted in a complete reshuffle of Cabinet roles. The new Members are currently attending training courses and the first meetings are due to commence at the end of July. County Councillor Sarah Hohler advised Members that she has been approached by a number of residents concerned about the HGV movements to Addington Quarry. Residents on Ford Lane are being disturbed again by vehicles arriving early in the morning and not within the permitted hours (see item 56/21 (4)).

b) Borough Councillor - Borough Councillor new Local Plan documents. Officers working with new numbers and anticipating 3000 more houses - will be a mini call for sites. The big 5 they will be submitted in the new Local Plan. Ann Kemp discussed the ongoing issues with the refuse collection.

Up to date with recycling and black bins, caught up in arrears on these as not being collecting garden waste. Suspended garden waste collection again. Driver situation is looking worse as demand for drivers. Urbaser increased salaries to try and attract new applicants. Government action needed.

Review of ward boundaries by the Boundary Commission that Addington and Trottiscliffe will join the Wrotham ward creating a ward with parishes in the north-west of the borough. Borough Councillor Ann Kemp also gave an update on the Local Plan - see item 52/21 (a).
8.11pm County Councillor Sarah Hohler and Borough Councillor Ann Kemp left the meeting

c) Kent Police - There has been no crime in Trottiscliffe or the nearby areas in June 2021. Members noted that there has been a couple of attempted car thefts in Offham and Mereworth. The Clerk has asked the PCSO to try and attend the school at pick up and drop off times on an ad-hoc basis to encourage parents to park considerately and safely.

d) KALC Area Committee - There has been no meeting.

e) JPCTCG - The meeting due to be held on the 1 July 2021 was cancelled.

- f) Parish Partnership Panel – There has been no meeting
- g) Trosley Liaison Group – There has been no meeting.
- h) Village Hall Committee – IM reported that the Committee has cancelled the Family Fun day due to be held on the recreation ground on the 17 July 2021 as restrictions have not been eased. The annual barn dance has been postponed to the 30 October 2021. The steps at the rear of the hall have been replaced and the Committee is obtaining quotes to redecorate the hall. A Christmas event is pencilled in for the 4 December 2021. The Committee is considering all the options for filling the gap in the car park and obtaining quotes. The changes to the parking in the village hall has reduced the number of issues but the popularity of both the school and nursery and the staggered pick up and collection times means that cars are still regularly blocking the road. It was agreed to regularly review this situation and to continue to explore other options for parking for the school and nursery.
- i) Tree Warden – There was no report.
- j) Courts Committee Meeting – DGG and the Clerk have arranged to meet with Borough Councillor Ann Kemp on the 6 July 2021 to review the tenancy agreement and the ‘Official Responsibilities 2008 document’. The Clerk is arranging for £10,000.00 to be transferred from the Nat West Tennis Club to the Parish Council’s National Savings Account and will transfer the remaining balance of £2,110.57 to the tennis club. The Clerk has transferred the electricity account over to the tennis club.

52/21 Matters arising

- a) T&MBC Call for Sites/Development of the Local Plan - T&MBC has recently received the Local Plan Inspector’s Final Report which confirms the Inspector’s preliminary decision that in their opinion there was a failure of the Duty to Cooperate in respect of the singular cross boundary issue of unmet housing need in Sevenoaks. The contents of the report and a review of the options for the future delivery of a Local Plan is to be discussed at a meeting on the 13 July 2021. T&MBC is also liaising with the Secretary of State to gain a better understanding of the sense of a duty to co-operate. Members remain concerned that going back to the drawing board will mean that the housing quota for T&MBC will be increased in line with the Government’s revised estimates for new housing which will affect the local infrastructure further.
- b) Monthly Check of the Defibrillator – The Clerk has carried out the monthly check.
- c) Review of drainage in the tennis club car park– DGG advised that he has arranged for a contractor to dig behind the back of the hut in the hope of locating the outfall which is likely to be to in an adjacent ditch which has not been cleared for many years. If this can be cleared this should alleviate the recurring problem of flooding.

53/21 Finance & Policies

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

Balances as at 1 July 2021

National Savings Account:	£ 1,730.93
Nat West TPC TCC Account:	£ 12,110.57
Unity Trust Account:	£10,317.99

Receipts: None

Payments to be made electronically from the Unity Trust Account

Mrs L S Goldsmith	(Salary 9 weeks)	
	(01/07 – 05/08)	£ 417.33
HMRC	(Clerk's Tax)	£ 278.15
Mrs L S Goldsmith	(Clerks Expenses)	£ 200.47
Gel Creative	(Website maint & domain)	£ 440.00
Lionel Robbins	(Internal Audit)	£ 90.00
Mrs L S Goldsmith	(50% Norton reimbursement)	£ 39.99
Four Seasons	(Grounds Maint.)	£ 415.27
Unity Trust	(Quarterly service charge)	£ 18.00

Cheques for signature TPC TCC Account

Trottiscliffe Tennis Club	(Outstanding amount in NatWest)	£2,110.57
Trottiscliffe Parish Council	(Unity Trust Account)	£10,000.00

- b) Payments: It was **resolved** that the above payments be authorised.
- c) Proposal to purchase a new laptop for the Clerk – The Clerk has ordered a replacement Parish Council laptop at an approximate cost of £650.00.
- d) Opening of an online Unity Trust Banking Account – The Clerk in in the process of adding David Gaunt and Oliver Shaw as signatories. The process normally taks about 2-3 weeks from submitting the signed mandate.
- e) To approve the purchase of a new noticeboard – The Parish Council noticeboard in Taylors Lane is beyond repair. Members approved the purchase of a new three door glazed noticeboard from Greenbarnes at a cost of £1829.39 to include delivery and the posts.

54/21 Members of the public

A member of the public read out definitions of the meaning 'nominal' in relation to the allotment rent and questioned what expenditure the Parish Council had paid for over recent years for the allotments. The cost of the removal of a tree from the adjacent boundary was not considered to be something the allotment holders should be responsible for.

55/21 Planning

a) Applications:

1] TM/21/01624/FL – Orchard End, Church Lane, Trottiscliffe

Proposed glazed front porch atrium, ground floor rear extension with terraces above, loft extension and internal alterations. *Resolved: No objection (3 in favour, 1 against)*

2] TM/21/01589/FL – 1 Leneys Cottages, Addington Lane, Trottiscliffe

Two storey side extension and demolition of existing conservatory. *Resolved: No objection*

3] 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. *Resolved: No objection*

8.56pm LL declared a pecuniary interest and left the meeting

4] 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. *Resolved: No objection*

8.59pm LL returned to the meeting

5] TM/21/01221/FL - Littlefield Lodge, Pinesfield Lane, Trottiscliffe

Demolition of existing single storey rear extension, erection of single storey rear extension, single storey side to accommodate boiler and conversion of integral garage to habitable room to include bay window to front elevation. *Resolved: No objection*

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

c) Approvals:

1] TM/21/00870 - Becketts, Pinesfield Lane, Trottiscliffe

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

d) Refusals:

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

Erection of single storey timber clad detached garden room/outbuilding

e) Withdrawn applications: None to consider

f) Planning Appeals: None to consider

g) Other Planning Issues - Land behind 1 Green Lane, application Community Asset

1] Land behind 1 Green Lane - The Clerk has applied the land for the land behind 1 Green Lane to be Community Asset and has also applied for a tree Preservation Order for the ancient cherry tree.

56/21 Highways, Footways and Footpaths

1] Reported Faults

i) MR185 where it joins Green Lane the footpath is impassable - the Clerk has reported

2] New faults to be reported

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 and is waiting for quotes.

4] Ferns & Addington Quarry - The Clerk has received some complaints from residents in Addington and Trottiscliffe about Addington Lane not fully re-opening. KCC has advised that they had hoped that the works would have now been completed. It was originally anticipated that the approval and certification would be issued by April 2021 but unfortunately this was not possible as the consultants acting for the Ferns Group and KCC Highways and Transportation were still working on a number of technical issues that need to be resolved before final certification can be given to KCC as the Highway Authority. The final certification is needed before the road can be fully reinstated and re-opened. Ferns has reassured KCC and the Clerk that the road will be reinstated as soon as possible after final certification and that the associated remedial works either side of the road (including replacement planting) will be undertaken as soon as reasonably possible thereafter. KCC has asked Ferns to ensure that all reasonable efforts be made to ensure that the temporary traffic lights are working as necessary and Ferns have apologised for the inconvenience caused. The Clerk has received complaints about the number of lorries entering and exiting the quarry and that these movements are taking place outside the agreed hours. Lorries have been reportedly arriving at the quarry in the early hours and disturbing residents in Ford Lane. County Councillor Sarah Hohler is also aware of the issue and the Clerk will discuss this with KCC and Ferns as this represents a breach of the planning permission granted.

57/21 Open Spaces, Recreation Ground and Allotments

1] Recreation Ground and playground - The Clerk reported that the RoSPA inspection is due to take place in July. A thank you has been received from two local residents for allowing them to hold a wedding celebration event in a marquee on the recreation ground on the 26 June 2021.

2] Allotments - DGG reported that he is waiting for the contractor to give a date when he will be able dig a trench from the standpipe half way up the allotments to the entrance of the farm and install a further standpipe and meter. All the equipment has been ordered. The Clerk will arrange for Four Seasons to inspect the boundaries of the allotments to see if any works are required.

3] Trottiscliffe School Update - There was nothing to report.

4] Community Farm - The Clerk is still waiting for a response regarding the Parish Council's request for AP to be a Trustee on behalf of the Parish Council. The Clerk was asked to write to the current Trustees and remind them that in accordance with their tenancy agreement a member of the Parish Council should be a Trustee.

58/21] Correspondence

a) For Information

- 1] Area 2 Planning Committee - 11 August 2021
- 2] Joint Transportation Board - 20 September 2021
- 3] Parish Partnership Panel - 2 September 2021
- 4] Standards Committee - 11 October 2021
- 5] KALC Area Committee Meeting - 22 July

b) On Circulation (email only)

- 1] Parish News - June 2021

c) Requiring Attention: Nothing additional to consider

59/21 Any Other Business:

- 1] To put in place arrangements for the presentation of the KALC awards

60/21 Date of the Next Meeting

The next Parish Council Meeting will be held in the village hall on Thursday 2 September 2021 at 7.45pm

61/21 Any Confidential Matters: There were none

There being no other business the meeting closed at 9.57pm

Chairman

Date.....