

**MINUTES OF a PARISH COUNCIL MEETING
HELD ON THURSDAY 7 OCTOBER 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)
County Councillor Sarah Hohler
Borough Councillor

76/21 Apologies for absence

Borough Councillor Ann Kemp and Cllr. David Goodworth, Louise Leyden and Alison Prountzos.

77 /21 Declarations of interest:

None declared.

78/21 Minutes

It was resolved that the Chairman sign the minutes of the Parish Council Meeting held on the 2 September 2021 as a true and accurate record.

79/21 Reports

a)County Councillor - County Councillor Sarah Hohler was not able to make the meeting but sent the following report. The KCC Regulation Committee considered complaints about the quarry at its meeting on the 23 September 2021. An officer has now been assigned to investigate a number of concerns which have been raised about the quarry regarding breaches of permitted hours, lorry movements exceeding permitted totals and Vehicle Operating Licenses for the site. These breaches may constitute a material change of use which would require planning permission. KCC has warned the operator of enforcement action/prosecution and of the need to comply with obligations conferred by the current planning permission. The Clerk has been provided with the number of the officer investigating these issues who is keen to hear from any residents who have concerns. KCC has treated the equivalent of 127 miles of road in 2021 as part its commitment to road surface preservation. The cost of the new resurfacing method is about £7 per square metre and can last up to 10 years, traditional methods used to cost between £20-25 per square metre and lasted the same period of time. In addition to these cost savings a further bonus is that the carbon emissions on the new road surface are up to 5% lower.

b)Borough Councillor - Borough Councillor Ann Kemp was pleased to advise Members that T&MBC has approved plans for a new sustainable lakeside café and watersports facility at Leybourne Lakes. Borough Councillor Ann Kemp encouraged Members to respond to the consultation that has just been opened on the boundary review. As predicted the independent electoral review has recommended a new patterns of wards. Addington and Trottiscliffe will become part of a ward to be called Pilgrims with Ightham. Trottiscliffe will join the Wrotham ward creating a ward with parishes in the north-west of the borough, each with a shared interest and nestled on and at the foot of the North Downs. This does mean that Trottiscliffe will be represented by two Borough Councillors. T&MBC has also launched a consultation, 'What Matters to You', which invites residents to highlight areas they would like the

authority to focus on. T&MBC is also re-assessing the future format of Parish Partnership Panel meetings in a response to a request to make the meetings more two-way.

8.13pm Borough Councillor Ann Kemp left the meeting

c) Kent Police – On the 9 September 2021 a dwelling in Mill House Lane, Addington was broken into and sewing equipment was stolen. On the 14 September 2021 a residential shed was broken into and £15,000 of tools were stolen in Church Lane, Trottiscliffe. On the 24 September 2021 two sheds were broken into at a residential property in Pinesfield Lane, Trottiscliffe and three mountain bikes and gardening materials were stolen. IM reported that in response to a number of recent burglaries to outbuildings in the village a number of homeowners are installing CCTV.

d) KALC Area Committee – There has been no meeting. The next meeting is due to be held virtually on the 21 October 2021 and the AGM is to be held virtually on the 13 November 2021.

e) JPCTCG – DG attended the virtual meeting held on the 25 September 2021. The minutes of the meeting have been circulated

f) Parish Partnership Panel – OS attended the virtual meeting held on the 2 September 2021 and reported that many parishes seem unhappy with the booking system at the waste sites and feel it has led to more flytipping. T&MBC continue to struggle to recruit and retain drivers of refuse lorries due to a national shortage. The Head of Communications at T&MBC provided a demonstration of the Borough Council's new website launched in June 2021. Early feedback has been positive and users are finding it much easier to navigate. The Leader of the Borough Council, Matt Boughton, advised that T&MBC is considering a number of options for the future format of Parish Partnership meetings and these will be considered by the Overview and Scrutiny Committee later in the year. Parish Councils have indicated that they would like more involvement in the setting the agenda and discussions to ensure that matters discussed were relevant and appropriate.

g) Trosley Liaison Group – There has been no meeting. The Clerk has not heard when the next meeting is due to be held.

h) Village Hall Committee – IM reported that a 'welcome evening' held on the 27 September 2021 aimed specifically at new people to the village had been very well attended. 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. New heaters have been fitted to part of the hall and more will be purchased in due course. The Committee would like permission from the Parish Council to install a storage container approximately 8 foot x 12 foot at the rear of the hall. The Clerk agreed to find out if planning permission would be needed.

i) Tree Warden – There was no report.

j) Courts Committee Meeting – The Clerk advised that the next Courts Committee meeting is due to be held virtually on the 19 October 2021. An update will be provided at the next Parish Council meeting. Borough Councillor Ann Kemp agreed to also attend the meeting to answer any questions about the lease.

80/21 Matters arising

a) T&MBC Call for Sites/Development of the Local Plan - At a meeting of the full Council on the 13 July 2021 T&MBC agreed that the best course of action would be to withdraw their current Local Plan rather than appeal against the Inspectorate's decision. T&MBC will commence working on a new Local Plan and it is anticipated that there will be further call for sites though the key strategic sites identified before, such as a proposal for 3000 houses at Borough Green are expected to remain.

b) Bounday Review Update – see item 79/21 (b).

c) Monthly Check of the Defibrillator – The Clerk has carried out the monthly check.

- d) Review of drainage in the tennis club car park - It was noted that a further update will be provided at the next meeting as this will be discussed at the Courts Committee Meeting.
- e) Queen's Platinum Jubilee - As discussed at the last meeting a committee is being formed to include representatives from all the village organisations to organise events. It was noted that the Clerk has applied to the Pageantmaster for Trottiscliffe to take part in the lighting of the beacons expected to take place on the 2 June 2022.
- f) 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 fuel crisis has also exacerbated the problem. Refuse lorry drivers are refuelling whenever they have the opportunity to do so.
- g) Feedback from the Clerk's Conference - The Clerk has circulated information from the recently held Clerk's conference and in particular the presentation slides on National Planning.
- h) Installation of the new noticeboard - The Clerk reported that DG had taken delivery of the new noticeboard for Taylors Lane. DG and the Clerk are in the process of obtaining quotes for its installation.

81/21 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:	£7,806.22

Receipts: None received

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) (02/09- 07/10)	£ 327.75
HMRC	(Clerk's Tax)	£ 82.00
Mrs L S Goldsmith	(Clerks Expenses)	£ 129.74
Four Seasons	(Maintenance)	£ 893.50
Greenbarnes Ltd	(Noticeboard)	£1,671.00
Greenbarnes Ltd	(posts and engraving)	£ 703.05
Gel Creative	(Website Maintenance)	£ 150.00
PKF Littlejohn LLP	(Limited assurance review)	£ 240.00
Castle Water	(Allotment water bill)	£ 106.77
Total:		£4,303.81

- b) Payments for authorisation : It was **resolved** that the above payments be authorised to be paid electronically by IM and OS.
- c) Proposal to switch email accounts - Members noted that the Clerk has set up a Parish Council Gmail account and that each Councillor has been provided with a new email account. The cost per email account is £9.20 per month and will need to be budgeted for next year. The Clerk will circulate details of the new email addresses.
- d) To note the AGAR Section 3 External Auditor Report and Notice of Conclusion of Audit - Members were pleased to note that the External Auditor has completed

the review of Sections 1 and 2 of the Annual Governance & Accountability Return (AGAR) and have concluded that the information is in accordance with Proper Practices and that no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met. The Clerk has arranged for the Notice of Conclusion of the Audit to be displayed on the website and noticeboard along with the relevant sections of the AGAR

82/21 Members of the public: None present

83/21 Planning

- a) Applications
 - 1] TM/21/02069/FL - Rectory Cottage, Church Lane, Trottiscliffe
Proposal to erect a detached garage as well as new landscaping and driveway
Resolved: No objection subject to KCC Highways assessing the access in relation to the new driveway.
 - 2] 21/02067/FL - Moretons, Coldrum Lane, Trottiscliffe
Construction of single storey rear extension and replacement of existing conservatory with new garden room. *Resolved: No objection.*
- b) Applications received after distribution of the agenda: None to consider.
- c) Approvals: None to consider.
- d) Refusals:
 - 1] TM/21/01589/FL - 1 Leneys Cottages, Addington Lane, Trottiscliffe
Two storey side extension and demolition of existing conservatory.
 - 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.
- e) Withdrawn applications: None to consider.
- f) Planning Appeals:
TM/21/00809/FL - 1 Leneys Cottages, Addington Lane, Trottiscliffe for a two storey side extension.
- g) Other Planning Issues
 - 1] Land behind 1 Green Lane, application Community Asset - The Clerk is waiting for an update from T&MBC.
 - 2] 21/00281/WORKH - Darrens Meadow Farm, Green Lane - alleged unauthorised work to form a new building. The Clerk has reported to Enforcement.
 - 3] 21/00301/TRCAH - The Nursery, Taylors Lane - alleged unauthorised access and removal of a tree. The Clerk has reported to Enforcement.

84/21 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
 - Pilgrims Way - large pot hole.
 - School Lane - large pot hole.
 - Green opposite The George - number of posts down. The Clerk to discuss with Claire Venner at KCC and report back at the next meeting .

3] Highways Improvement Plan - It was noted that the Clerk, DG and RV will be meeting 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.

85/21 Open Spaces, Recreation Ground and Allotments

1] Recreation Ground and playground - The Clerk was asked to find out what has happened to the padlock that used to be on the gates to the play area.

2] Allotments - The Clerk has read the meters this month. It was noted that one of the allotment taps had recently been leaking water. One of the threads in the plastic part of the fittings had been mashed. Members were very grateful to hear that one of the allotment holders had stepped in to help and had replaced the damaged part. The Clerk will contact this person and pass on the gratitude of Members and offer to reimburse them for the replacement parts.

3] Trottiscliffe School Update - There was nothing to report. The Clerk was asked to check that the school is not holding the bonfire and fireworks display this year.

4] Community Farm - The Clerk advised Members that AP is due to attend a Trustees meeting which is due to take place on the 2 November 2021 and that Jo Donaldson has also been accepted as a Trustee.

86/21] 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 October 2021

5] KALC Area Committee Meeting - 21 October 2021 AGM 13 November 2021

b) On Circulation (email only)

1] Parish News - October 2021

c) Requiring Attention:

1] The Kent Police and Crime Commissioner Police and Crime Plan Survey

87/21 Any Other Business: None to consider

88/21 Date of the Next Meeting

The next Parish Council Meeting will be held in the village hall on Thursday 4 November 2021 at 7.45pm.

89/21 Any Confidential Matters: There were none

There being no other business the meeting closed at 9.27pm

Chairman

Date.....