

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

**PRESENT:**

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

**IN ATTENDANCE:**

Mrs. Louise Goldsmith (Clerk),  
Borough Councillor Piers Montague, 5 members of the public

**76/22 APOLOGIES FOR ABSENCE**

County Councillor Sarah Hohler, Borough Councillor Ann Kemp and Cllr. Prountzos and their reasons for absence were noted.

**77/22 DECLARATIONS OF INTEREST: None.**

**78/22 APPROVAL OF MINUTES**

It was resolved that DG sign the minutes of the Parish Council Meeting held on the 6 October 2022 as a true and accurate record of the meeting subject to a correction to a word on the first page.

**79/22 OPEN SESSION**

Two members of the public expressed their support for a proposal for a MUGA on the recreation ground explaining that it is a much needed resource for exercise for residents of all ages in the village.

A member of the netball club explained that the team is now playing in an indoor arena at Wrotham School.

A member of the public mentioned the ongoing problem with silt and debris on Taylors Lane which is making the speed humps less effective.

A member of the public reported some fly-tipping in Ford Lane.

A member of the public reported that the graffiti on the motorway bridge over Ford Lane is still in situ.

A member of the public thanked the Parish Council for arranging the Local Plan Regulation 18 consultation event and stated that it was very presented but that it took place too late for residents to be able to digest the information and comment in full.

**80/22 REPORTS**

- a) County Councillor – County Councillor Sarah Hohler sent the following report. 3,871 Ukrainians have been matched with 1,642 hosts in Kent, more than any other County in the UK. 2,927 have already arrived and a further 944 is expected. KCC is offering an extra £50 per month to host one person given the rising cost of living. The Kent Minerals Plan Consultation is being done to link with the Draft Local Plan. There is no requirement for any additional mineral sites but sites are proposed as hard rock quarries. A dedicated furniture container has opened at the Household Waste and Recycling Centre in Tovil so furniture can be given to those in most need or sold to raise money for charities. Capital grants for sport in Kent have been awarded to local

organisations. The 58 bus service continues to operate as a feeder service between Wrotham Heath and Maidstone Hospital. However, it is on the list for withdrawal of KCC support. Nu-Venture have no plans to change the morning and afternoon school journeys into Maidstone which operate on a commercial basis. KCC support for the Nu-Venture 70 service between Larkfield and Borough Green is also on the list for withdrawal however the school timed services to Wrotham School (Nu-Venture 501 and 502) will continue but will be renumbered and follow slightly different routes. Arriva have not given any indication that they plan to vary or cancel their 570 school journeys between Wrotham Heath and Maidstone (via Offham). The 58 and the 70 buses are the only off-peak bus services for this area so residents in Offham, Platt, Wrotham Heath, Addington, Birling, Ryarsh and Tottiscliffe will have no daytime bus services other than the Kent Karrier. Members expressed their disappointment with the fact that there are now no regular day time bus services.

- b) Borough Councillor: Borough Councillor Piers Montague advised Members that some parishes had commented that no officers from T&MBC were present at the Local Plan Regulation 18 Consultation Public Meetings and that T&MBC had felt it was more appropriate that they did not attend so that the events did not become political. Borough Councillor Piers Montague discussed a current enforcement case involving trees being removed from an ancient woodland adjacent to Seven Mile Lane (Enforcement case 22/002222/TPOT). An Enforcement Notice was served on 20 October 2022 and comes into effect on 18 November 2022 should there be no appeal lodged. The Owners will have seven days to comply with the terms of the Notice. The Enforcement Notice is for an alleged breach of planning control for an unauthorised change of use of the land for the storage of hardcore and for the creation of a roadway. Borough Councillor Piers Montague explained that Enforcement has procedures they must follow and that the Officers are continuing to spend a lot of time on building a case to take further action if needed. Borough Councillor Piers Montague discussed the changes in the garden waste service. The garden waste bins for some residents will be emptied on a different day of the week to the other bins. This will help make the service more efficient and reduce the number of days when crews struggle to complete rounds. Members asked Borough Councillor Piers Montague to assist with the enforcement case against Darrens Meadow.

*8.06pm Borough Councillor Piers Montague left the meeting*

- c) Crime Report: PCSO James Robinson has reported that on the 4 October 2022 there was a theft of copper wire in Ford Lane and on the 18 October 2022 there was a theft of number plates from a vehicle in Taylors Lane.

**81/22] CLERKS REPORT/PAST MATTERS (Information purposes only)**

- 1] The Clerk reported that the defibrillator outside the village hall has been checked and is now fully operational.
- 2] The Clerk will apply to KCC for a licence for a cable to be run across Taylors Lane for the Christmas Tree.

## **82/22 PLANNING**

- a) **Applications:** None to consider.
- b) **Approvals**
  - 1] 22/01922/LDP – Rosel, Pilgrims Way, Trottiscliffe  
Lawful Development Certificate Proposed: Proposed single storey rear extension.
  - 2] 22/01914/FL – Rosel, Pilgrims Way, Trottiscliffe  
Juliet balcony to first floor bedroom and new timber detailing and render to first floor.
  - 3] 22/01884/FL – Handra, Pilgrims Way, Trottiscliffe  
Removal of existing dog kennels to be replaced with studio annexe.
- c) **Refusals**
  - 1] 22/00195/FL – Darrens Meadow Farm, Green Lane, Trottiscliffe  
Extension of existing dayroom to form a two bedroom dwelling.
- d) **Withdrawn applications: None to consider**
- e) **Planning Appeals: None to consider.**
- f) **Other Planning Issues:**
  - 1] 21/00281/WORKH – Darrens Meadow Farm, Green Lane – alleged unauthorised work to form a new building. The Clerk reported that the Enforcement Case under this reference had been suspended while the planning proposal 22/00195/FL was determined. Now this has been refused the Clerk will find out what enforcement action will be taken.

## **83/22 RESOLUTIONS**

- 1. **Policies:**  
**RESOLVED: To adopt a revised Complaints Policy.**
- 2. **Proposal for a Members to be co-opted as a School Governor**  
It was agreed that the Clerk should ask the Chair of the Governors for more information about the role in terms of the time commitment and experience needed. It was noted that most Members already attend other external meetings.
- 3. **Financial**
  - a) To approve the Financial Statement and make arrangements for authorisation  
**RESOLVED: IM and DG to authorise the payments below online.**  
The accounts summary and bank reconciliation were also noted.
  - b) Budget 2023-2024  
The Clerk suggested that if a decision from the FCC Communities Foundation regarding the funding for a proposed MUGA is not received before the next meeting it may be difficult to set and approve the budget for 2023-2024. The Clerk will prepare a draft budget and will circulate this before the next meeting.  
**RESOLVED: To hold a Full Council meeting to discuss the budget 2023-2024 on the 5 January 2023 at 7.45pm if the budget cannot be agreed and set at the next meeting.**

### **Balances as at the 1 September 2022**

National Savings Account                      £10,000.44

Unity Trust Account:                              £35,067.04

**Receipts:** Donation from the Tennis Club towards the LED light £10,749.98

## Electronic Payments

Supplier	Description	Amount
Louise Goldsmith	Salary October	£460.96
HMRC	Tax for Clerk	£115.20
Louise Goldsmith	Expenses October	£157.47
Gel Creative	Website maintenance	£ 75.00
Castle Water	Green Lane Water Supply	£259.11
Four Seasons	Grounds Maintenance	£277.71
Office Depot International	Ink	£ 66.32
Gilbert & Stamper	Replacement LED Lights	£13,498.78
Google	Email Accounts DD	£ 66.24

## **84/22] PARISH MATTERS:**

### **1. Highways:**

#### **a) Outstanding Faults:**

- 1] Enquiry 659234 - Vigo Hill. The Clerk has reported the silt on the road and humps and that the drains are blocked.
- 2] Enquiry 659233 - Damaged School Sign – needs to be reinstated in School Lane. The Clerk has reported and will discuss the siting of the sign with the Highways Steward.
- 3] Enquiry Pilgrims Way – road surfacing breaking up and carriageway falling away.
- 4] Enquiry 659223 – fallen tree on Addington Lane. KCC has raised a works order to clear the stem from the verge.
- 6] Enquiry 659228 – layby in Ford Lane coned off. KCC has inspected and no further action required.
- 6] Enquiry – Taylors Lane. Urgent carriageway patching will be taking place on the 10 November 2022.
- 7] Enquiry 659222 – Vigo Hill. The Clerk has reported the protruding manhole frames.

#### **b) New Faults to be reported:**

- 1] The Clerk will question the number of recent road closures for emergency works.

#### **c) Highways Improvement Plan:**

It was noted that a walkabout has been arranged with the new Community Engagement Officer for the 15 November 2022 to discuss the Highways Improvement Plan. The Clerk will show the Officer the village gateways that were installed and the missing signage.

### **2. Local Plan Regulation 18 Consultation:**

In between meetings Matt Boughton, Leader of T&MBC, offered to host a joint public meeting with Addington to discuss the Regulation 18 Local Plan consultation with residents and to answer any questions regarding the sites put forward. A public meeting, organised by the Clerk, was held on the 1 November 2022 in Trottiscliffe Village Hall. Matt Boughton and Martin Coffin from T&MBC gave a presentation and answered questions and the event was well attended. Concern was expressed about a number of sites and in particular site 59725 (Ford Lane). Residents expressed their concerns about the effect of more housing on the already

overloaded infrastructure including doctors and schools. Residents were also disappointed that the public meetings were held so close to the expiry date for the consultation and that more time should have been allowed for residents to respond. It was also suggested that the consultation has not been well publicised and that adverts about the consultation should have been placed on local radio and TV. It was noted that the Clerk has submitted the response from the Parish Council on the consultation to T&MBC.

**3. Addington Quarry:**

County Councillor Sarah Hohler has advised the Clerk that KCC has appointed a new Enforcement Officer, Steve Whitehead, who is in touch with complainants and is collecting up to date evidence. He is working closely with T&MBC as this is a joint operation. Residents who have complaints are welcome to ring Steve on 07740 183774 or email him at KCC with any recent evidence of planning breaches, preferably giving the date, time and where possible photos.

4. **Allotments:** Castle Water has checked the main water meter supply and have confirmed that it is fully operational and that a replacement meter is not needed.
5. **Recreation and Playground:** The Clerk is waiting for the grounds maintenance contractor to provide a quote for the remedial works outlined in the report from the recent RoSPA inspection.
6. **Community Farm:** It was noted that a fund-raising quiz is being held in the village hall on the 12 November 2022.
7. **Trottiscliffe School:** It was noted that the Clerk has received a copy of the risk assessment and public liability insurance for the bonfire and firework display due to be held on the 5 November 2022 on the recreation ground.

**85/22] REPRESENTATION AT MEETINGS:**

- a) Courts Working Group: DGG reported that a meeting was held on the 19 October 2022 and it was noted that the draft minutes have been circulated and placed on the website. It was suggested that it might be beneficial for both the tennis club and school to use the same coach for Juniors and to also put in place an arrangement for school children playing tennis after school to become members of the tennis club. New floodlights have been installed at a cost of £11,248.98 (excluding VAT). The Tennis Club thanked the Parish Council for the contribution of £500.00 towards the new floodlights. The concrete footpath from the main facility entrance that leads down to the courts is in need of attention. The Clerk will obtain some quotes for the next meeting. The Tennis Club Committee has been reviewing the public hire charge and since the meeting the hire charge has been reduced to £10.00 per hour per court.
- b) Village Hall – IM reported that the Christmas Dinner will be held on Friday 2 December 2022 and that tickets are for sale on Eventbrite.
- c) Parish Partnership Panel – There has been no meeting.
- d) Standards Committee – There has been no meeting.
- e) KALC Area Committee – The minutes of the meeting held on the 13 October 2022 have been circulated.
- f) JPCTCG – There has been no meeting. The next meeting is due to be held on the 23 November 2022.

- g) Trosley Liaison Group – LL gave the following report. The café has now changed to winter opening hours, so they now close at 3pm and a full winter menu will be available soon. The goats have been moved to 6 o'clock field. The park has 2 vacancies at the moment, one for a casual catering assistant and one for an assistant ranger position. Log sales are going well and helping to support work within the park. The Open Day was a great success despite the awful weather. There are still spaces available for the Christmas Wreath making at Trosley on 27 November 2022 as well as spaces on the Christmas Dinner and walk at Lullingstone and the Wreath Making at Lullingstone. All bookable online.

9.08pm 5 members of the public left the meeting

#### **86/22] CORRESPONDENCE/CONSULTATIONS**

a) For Information

- 1] Area 2 Planning Committee – 7 December 2022
- 2] Joint Transportation Board – 21 November 2022
- 3] Parish Partnership Panel – 3 November 2022
- 4] Standards Committee – 23 January 2023
- 5] KALC – AGM 19 November 2022

b) New Requiring Attention

- 1] Kent Minerals and Waste Local Plan 2012-2030 Regulation 18 Consultation
- 2] High Weald AONB Management Plan Consultation 2024-2029
- 3] Police and Crime Commissioner's Annual Policing Survey 2022

#### **87/22] ITEMS FOR THE NEXT MEETING**

Parish Alliance

Coronation of Kings Charles III 6 May 2023

#### **88/22] ANY CONFIDENTIAL MATTERS**

None to consider.

#### **89/22] DATE OF THE NEXT MEETING:**

The next Parish Council Meeting will be held in the village hall on Thursday 1 December 2022 at 7.45pm.

There being no other business the meeting closed at 9.26pm

Chairman .....

Date.....