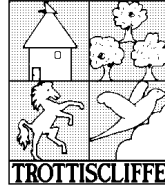


TROTTISCLIFFE PARISH COUNCIL

Mrs. L. Goldsmith (Clerk)

5 Artisan Road, Headcorn, Kent, TN27 9AZ

Tel: 07900 693572 Email: clerk@trottiscliffeparishcouncil.org



29 August 2023

Dear Sir/Madam

ALL COUNCILLORS ARE HEREBY SUMMONED TO THE PARISH COUNCIL MEETING OF TROTTISCLIFFE PARISH COUNCIL

To take place on Tuesday 5 September 2023 at 7.45pm in Trottiscliffe Village Hall
where it is proposed to transact the business as shown in the agenda below
The meeting will be open to the press and public (Admission to Meetings Act 1960)

Louise Goldsmith

Louise S. Goldsmith

Clerk to Trottiscliffe Parish Council

AGENDA

Administration: Fire Exits, Fire Meeting Points, Mobile Phones, Intention to record or film

65/23] APOLOGIES FOR ABSENCE

66/23] DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATIONS

67/23] APPROVAL OF MINUTES

To consider the minutes of the Parish Council Meeting held on the 11 July 2023 and if in order to authorise the Chair to sign as a true and accurate record¹.

68/23] OPEN SESSION

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chair) to participate raising any concerns or making comments on matters affecting Trottiscliffe. No decision can be taken during this session but the Chair may decide to refer any matters raised for further consideration. (*Councils cannot lawfully decide any business not specified in the agenda*²).

69/23] REPORTS: a) County Councillor b) Borough Councillor's c) Crime Report

70/23] CLERKS REPORT/PAST MATTERS (Information purposes only)

71/23] PLANNING

- a) Applications: None to consider.
- b) Approvals: None to consider.
- c) Refusals:
 - 1] 23/01056/FL – Longford, Church Lane, Trottiscliffe. ME19 5EB
Proposed annex to serve as amenity to host dwellinghouse.
- d) Withdrawn applications: None to consider.
- e) Planning Appeals:
 - 1] TM/22/01502/FL – The Nursery, Taylors Lane, Trottiscliffe
- f) Other Planning Issues:
 - 1] Darrens Meadow, Green Lane: Removal of fencing (TM/20/02653/FL)
 - 2] 22/00314/FL – Hillside, Pilgrims Way, alleged breach of planning regarding a stable building

¹: (LGA 1972 sch.12 para. 41(1))

²: LGA 1972 sch.12 para 10 (2)(b)).

- 3] 22/00190/WORKH - Works to land on Pilgrims Way
4] Local Plan Update

72/23] RESOLUTIONS

1. **MUGA**
 - a) To approve the invoices for additional works
 - b) To set a date for the Official Opening Ceremony and discuss the format
2. **Parish Infrastructure Statement**
 - a) To consider the results of a survey regarding outdoor gym equipment
 - b) To agree to put forward an application for S106 funding for an outdoor gym
3. **Asset of Community Value**
 - a) Proposal to renominate the Tennis Courts, Village Green, Village Hall, Village Pond, The George and The Plough as Assets of Community Value
4. **Policies**

To approve a Health and Safety Policy
5. **Financial:**
 - a) VAT Claim
 - b) To ratify a decision between meetings to make emergency repairs to the allotment boundary fencing
 - c) To note the completion of the limited assurance review for the year ending 31 March 2023
 - d) Notice of Conclusion of Audit
 - e) To approve the Financial Statement and make arrangements for authorisation

73/23] PARISH MATTERS:

1. **Highways:**
 - a) Outstanding Faults
 - b) New Faults to be reported
 - c) Highways Improvement Plan: To review an update
2. **Recreation and Playground:** To discuss the recent RoSPA report.
3. **Community Farm:** To receive an update on the management of the farm.
4. **Trottiscliffe School:** To receive any update.
5. **Climate Change Initiatives**

74/23] REPRESENTATION AT MEETINGS:

- | | |
|-----------------------------|---------------------------|
| a) Courts Working Group | b) Village Hall Committee |
| c) Parish Partnership Panel | d) Standards Committee |
| e) KALC Area Committee | |
| g) Trosley Liaison Group | |

75/23] CORRESPONDENCE/CONSULTATIONS

- a) For Information
 - 1] Area 2 Planning Committee: 20 September 2023
 - 2] Joint Transportation Board: 18 September 2023
 - 3] Parish Partnership Panel: 2 November 2023
 - 4] Joint Standards Committee: 22 January 2024
 - 5] KALC – 28 September 2023
- b) New Requiring Attention

KCC Budget Consultation 2024-2025
Kent Community Warden Service Review
National Highways and Transport Survey 2023-2024
Annual Survey on the performance of Kent Police

76/23] ITEMS FOR THE NEXT MEETING

77/23] ANY CONFIDENTIAL MATTERS

78/23] DATE OF THE NEXT MEETING: 7.45pm on Tuesday 3 October 2023

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk ahead of the meeting.