

**MINUTES OF TROTTISCLIFFE PARISH COUNCIL MEETING  
HELD ON TUESDAY 4 APRIL 2023 at 7.45pm in the Village Hall**

**PRESENT:**

David Gaunt – Chairman (DG), Louise Leyden (LL), Ian Mills (IM), Alison Prountzos, (AP),

**IN ATTENDANCE:**

Mrs. Louise Goldsmith (Clerk),

**01/23 APOLOGIES FOR ABSENCE**

An apology for absence was received from County Councillor Sarah Hohler, Borough Councillor Ann Kemp and Councillors David Goodworth, Richard Vallance and Oliver Shaw and the reasons for absence were accepted.

**02/23 DECLARATIONS OF INTEREST:**

None.

**03/23 APPROVAL OF MINUTES**

It was **resolved** that DG sign the minutes of the Parish Council Meeting held on the 7 March 2023 as a true and accurate record of the meeting.

**04/23 OPEN SESSION:**

No members of the public present.

**05/23 REPORTS**

- a) County Councillor: No additional report to the Annual Parish Meeting.
- b) Borough Councillor: No additional report to the Annual Parish Meeting.
- c) Crime Report: PCSO James Robinson has advised the Clerk that there was no reported crime in Trottiscliffe in March 2023.

**06/23 CLERKS REPORT/PAST MATTERS (Information purposes only)**

1] The Clerk has checked the defibrillator and has reported this on The Circuit.

**07/23 PLANNING**

**a) Applications:**

1] 23/00574/TNCA – Longford, Church Lane, Trottiscliffe, ME19 5EB

T1 Beech stands within the rear garden near the west boundary between ‘Longford’ and the rear garden of 3 Taylors Place. It has significant westward lean, it currently stands 18m tall with a lateral spread of 12m, Proposed is the crown reduction to 13m x 9m respectively and the removal of the deadwood as found.

**Resolved: No objection.**

**b) Approvals:** None to consider.

**c) Refusals:** None to consider.

**d) Withdrawn applications:** None to consider.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. An update from Enforcement is awaited.

## 08/23 RESOLUTIONS

### 1. **Locum Clerk:**

- a) Proposal to appoint the Locum Clerk as Clerk and Responsible Finance Officer

**RESOLVED:** To appoint the Locum Clerk, Mrs Louise Goldsmith, as the Clerk and Responsible Finance Officer.

- b) To agree and sign the contract.

**RESOLVED:** For the Chair and the Clerk to sign the contract for an 8 hour week at salary scale SCP 27 with immediate effect.

### 2. **Financial:**

#### **Financial Statement and arrangements for authorisation**

**RESOLVED:** IM and DG to authorise the payments overleaf online.

The accounts summary and bank reconciliation were also noted.

### **Balances as at the 4 April 2023**

National Savings Account	£10,009.75
Unity Trust Account:	£9,095.02

### **Receipts: £1000.00 from the Tennis Club towards the replacement path**

### **Electronic Payments**

Louise Goldsmith	Salary March	£ 335.34
HMRC	Tax March	£ 83.60
Louise Goldsmith	Expenses March	£ 153.27
Gel Creative	Website maintenance	£ 100.00
RJ Construction	Tennis Club Repairs	£1,512.00
MI Payroll	Quarterly payroll	£ 45.00
Louise Goldsmith	Reimbursement new sign	£ 41.50
Seton	Signs for playground	£ 37.52
Google	Email Accounts DD	£ 73.60
<b>Total</b>		<b>£2,381.83</b>

## 09/23] PARISH MATTERS:

### 1. **MUGA**

DG, IM, AP and the Clerk met with the contractor, Caloo, on the 23 March 2023 to run through the proposed works. Caloo anticipate commencing the works the w/c 8 May 2023 and have estimated that they will take 6-8 weeks. The netball club has requested and offered to pay for a pair of locking netball sockets for the MUGA. Caloo has advised that it would be possible to fit these and will provide a quote. Members agreed that these could be installed if the netball club pay for the parts and installation. The Clerk has advised the FCC Community Foundation of the timescales and will now prepare the required publicity/press releases.

### 2. **Recreation and Playground:**

- a) Update on remedial works: It was noted that Four Seasons have almost completed the remedial works to the play area and just await the replacement seats from Lapsett which are due to arrive this week. The Clerk has ordered a

new sign for the play area updating the safety, funding and contact information. The Clerk was asked to find out if Four Seasons could maintain the new flower bed on the green.

- b) Tree works required: At the site visit with Caloo it was noted that two trees need pruning back as they will be too close to the fence around the MUGA. The Clerk is in the process of obtaining quotes.
3. **Allotments:**  
The Clerk is in the process of re-letting the available half plot and will aim to monitor the water consumption over the spring and summer.
4. **Kings Charles III Coronation 6 May 2023:**  
IM advised that the Village Hall Committee is busy organising a 'Big Lunch' event for Sunday 7 May 2023 from 1pm to celebrate the Coronation. The intention is to hold the event outside but will revert to the hall if the weather is not suitable. A cricket match with Addington has been organised for the afternoon of the Coronation to be hosted by Addington. Biodegradable seeds are to be given out to mark the Coronation. A rose flower bed is to be planted on the green. The Village Hall Committee is also organising a community litter pick for Monday 8 May 2023.
5. **Climate Change Action Plan:**
  - a) The Clerk attended the KALC Climate Change Conference held on the 17 March 2023. It was agreed that the Clerk should be in the process of drafting a Climate Change Action Plan to include some measures for the village. It was agreed to revisit the feasibility of installing solar panels on the village hall and/or ground source heat pumps.
  - b) IM, LL and the Clerk met with Conor Ward, Transport Planner at KCC, on the 15 March 2023 to discuss the possibility of installing an electric vehicle charging point in the village hall car park which would serve two spaces. Conor Ward has advised the Clerk that the village hall car park fits the criteria for funding for this project. The Clerk has now submitted an application to KCC to take advantage of the current and last round of funding to install the charging point.

## **10/23 REPRESENTATION AT MEETINGS**

- a) Courts Working Group: There has been no meeting. It was suggested and agreed that the Clerk re-arranges the date of the next meeting to after the elections.
- b) Village Hall: A meeting was due to be held this evening.
- c) Parish Partnership Panel: There has been no meeting.
- d) Standards Committee: There has been no meeting.
- e) KALC Area Committee: There has been no meeting.
- f) Trosley Liaison Group: There was no report.

## **11/23] CORRESPONDENCE/CONSULTATIONS**

- a) For Information
  - 1] Area 2 Planning Committee - 31 May 2023
  - 2] Joint Transportation Board - 5 June 2023
  - 3] Parish Partnership Panel - 18 May 2023
  - 4] Standards Committee - 3 July 2023
  - 5] KALC -
- b) New Requiring Attention: Nothing additional to consider.

**12/23] ITEMS FOR THE NEXT MEETING**

Urbaser - to discuss the quality of service.

To receive an update on the management of the Community Farm.

Byelaws

**13/23] ANY CONFIDENTIAL MATTERS**

None to consider.

**14/23] DATE OF THE NEXT MEETING:**

The Annual Parish Council Meeting will be held in the village hall at 7.45pm on Tuesday 16 May 2023.

There being no other business the meeting closed at 9.45pm

Chairman .....

Date.....