

**MINUTES OF TROTTISCLIFFE PARISH COUNCIL MEETING  
HELD ON TUESDAY 3 OCTOBER 2023 at 7.45pm IN THE VILLAGE HALL**

**PRESENT:**

David Gaunt - Chairman (DG), Louise Leyden (LL), Ian Mills (IM), Alan Palmer (ALP), Oliver Shaw (OS)

**IN ATTENDANCE:**

Mrs. Louise Goldsmith (Clerk),  
5 members of the public.

**79/23 APOLOGIES FOR ABSENCE**

An apology for absence was received from County Councillor Sarah Holer and Borough Councillors Robin Betts and Martin Coffin and Councillors Alison Proutzos, (AP) and Richard Vallance (RV) and the reasons for absence were accepted.

**80/23 DECLARATIONS OF INTEREST:**

None received. No intention to record the meeting received.

**81/23 APPROVAL OF MINUTES**

It was **resolved** that DG sign the minutes of the Parish Council Meeting held on the 5 September 2023 as a true and accurate record of the meeting.

**82/23 OPEN SESSION:**

Neil Moulton, (Tree Warden for Trottiscliffe) and David Carey, (Kent Tree Warden coordinator) attended the meeting to discuss an initiative to improve both tree cover and hedges in the parish. Neil Moulton has identified a potential source of funding via the Tree Council's "Branching Out" initiative. This is available to Parish Councils, schools and communities where volunteers can be mustered to plant up and manage the new hedges. It was agreed that Neil Moulton would email the Clerk details of potential sites that would fit the criteria. The Parish Council will then need to engage with the landowners to hopefully gain agreement for planting and a commitment to maintenance for 5 years. The Parish Council will also need to find volunteers to assist with the planting. Both of these criteria are a condition of the funding.

A member of the public spoke in support of planning proposal TM/01905/FL.  
*20:05hrs 2 members of the public left the meeting.*

**83/23 REPORTS**

**a) County Councillor:** County Councillor Sarah Hohler sent the following report.

On 21 September 2023 Members of Kent County Council agreed to confer and grant the Freedom of the County to the Ship's Company of HMS Kent. The following day the ship's crew marched through Maidstone in celebration, accompanied by the Massed Bands of HM Royal Marines.

Her Royal Highness, the Princess of Wales, visited Kent to see the work of the Portage team. The Portage team support pre-school children with special education needs and disabilities (SEND) by helping each child's learning and development through play.

**LIBRARIES:** more than 20,000 children in Kent registered for the Summer Reading Challenge this summer, including 3,000 new library members.

The prison library team won the National Library Awards Reading Award in a decision the panel said was unanimous. The team was nominated for the work they started in lock down

and continue to develop to bring library services to prisoners in HMP Swaleside. The library provides a vital well-being opportunity for the prisoners.

**FOSTERING:** KCC is looking for foster carers who can truly make a difference to the lives of vulnerable children. It is Kent Fostering Service's priority to place young children in safe, nurturing and stable homes which are close to their friends, school and family. Anyone interested in fostering is welcome, regardless of their gender, their sexual orientation, their marital status, whether they have children or not, their ethnicity or religious belief. There are online events: 10am on Saturday 14 October, 7pm on Wednesday 15 November and Tuesday 12 December. For more information ring 03000 420 002 on weekdays from 9am to 5pm or look online at Kent Fostering.

**FINANCE:** There is a wide set of budget pressures across the sector. There are significant budget gaps and pressures in adult social care, children's services placement costs, home to school transport and with SEND. KCC is taking a number of management actions to address the in-year pressures and is making significant progress. The bigger challenge is the build-up of the longer term pressures for 2024-25 and beyond. KCC is developing a medium term, and longer term, plan named 'Securing Kent's Future'. This plan will address the linkage of policy and practice and will include measures to address high cost placements, uses of technology, the cost base, the partnership with the NHS, and much more.

**UASC (Unaccompanied Asylum Seeking Children):** the number of UASC in the care of KCC has been rising rapidly. This has, potentially, financial, service and safeguarding implications for KCC. In the current situation KCC is unable to discharge all of its statutory duties to all young people, whether UASC or citizen. KCC will continue to raise both the financial and service challenges with national government. The strongly held view remains that an effective operation of the National Transfer Scheme would enable KCC to deliver all of its duties. The Judicial Review proceedings against the Home Secretary regarding delivery of the National Transfer Scheme are due to be heard on 10 October 2023.

**Schools and RAAC:** Tremendous proactive work has been done, which is a matter of pride for KCC. KCC has worked with the full range of Kent schools.

**SEND:** the Secretary of State for Education has approved KCC's application for two new special schools (in Swanley and Whitstable) which will serve children with Profound, Severe and Complex needs. More children will be able to go to a school that meets their needs and which is closer to where they live, which is good for both the children and their families and for the tax payer.

**HOUSEHOLD SUPPORT:** KCC will continue to deliver the Household Support Fund and will be supporting over 10,000 households with food vouchers. Information on help with energy bills will be available on the Kent Together page, as schemes are launched.

The KCC Money Advice Hubs continue to grow with more and more residents taking up this support. These projects have been short listed for awards in innovation and social inclusion.

**b) Borough Councillor:** There was no report.

**c) Kent Police:** The Clerk has circulated a copy of the current Kent Police report and advised that there were no reported crimes in Trottiscliffe in September 2023.

### **84/23] CLERKS REPORT/PAST MATTERS (Information purposes only)**

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

2] Assets of Community Value: The Clerk has renominated the Tennis Courts, Village Green, Village Hall, Village Pond and The George as Assets of Community Value. T&MBC has requested title plans for each which the Clerk will obtain.

3] 80 Year Celebration of D-Day and Operation Overload: The Clerk will circulate the Official Guide on commemorating the 80 Year Celebration of D-Day and Operation Overload due to be held on the 6 June 2024.

4] KALC Area Committee Ashford: KALC Area Committee Ashford: It was noted that the Clerk has been appointed as Secretary to the KALC Area Committee Ashford and will be taking over the role in December 2023.

## 85/23 PLANNING

### a) Applications:

1] TM/23/01905/FL: Darrens Meadow, Green Lane, Trottiscliffe

Demolition and removal of the detached chalet office building, caravan, day room outbuilding and polytunnels and the conversion of the existing stable block and tack room including a new glazed link structure to form a residential dwelling with associated car parking, bin stores and landscaping.

20:12hrs Standing Orders were lowered to allow a member of the public to speak.

20:18hrs The meeting resumed.

**Resolved: Object (4 in favour, 1 abstained).** The site lies within the Metropolitan Green Belt where there is a strong presumption against inappropriate development, as defined in Section 13 of the National Planning Policy Framework (2021). The development constitutes inappropriate development within the Green Belt which is substantially harmful by definition. Furthermore, the development would cause material harm to the openness, albeit localised, by virtue of its scale, its siting and the visual harm to the rural amenity. No very special circumstances are considered to exist that clearly outweigh the degree of harm to the Metropolitan Green Belt. As such, the development is contrary to Policy CP3 of the Tonbridge and Malling Borough Core Strategy 2007 and paragraphs 147 to 149 of the National Planning Policy Framework 2021. The proposed planning application is on agricultural land, lying outside the settlement boundary with open countryside and Green Belt land to the north and north-east. TMBC's Policy CP6 relates to development on the edge of settlements, stating that development will not be permitted on the edge of a settlement where it might unduly erode the separate identity of a settlement or harm the setting or character of a settlement when viewed from the countryside or from adjoining settlements. If planning is approved, which would require a 'change of use' application, this may set a 'development by stealth' precedence not only here but where a village envelope expansion is considered. It may also be cited for other villages where similar such applications may arise.

The new submission is simply a modified scheme of the previously rejected application TM/22/00195/FL (Extension of existing dayroom to form a two-bedroom dwelling). The rejected application cites the following:

1. The site lies within the Metropolitan Green Belt where there is a strong presumption against inappropriate development, as defined in Section 13 of the National Planning Policy Framework (2021). No very special circumstances are considered to exist that clearly outweigh the degree of harm to the Metropolitan Green Belt.
2. The proposal involves inappropriate size extension resulting in the existing building being converted to residential use in the Countryside, contrary to Policy CP14 of the Tonbridge and Malling Borough Core Strategy 2007.
3. The proposal would be of an inappropriate scale that would harm the character or scenic beauty of the Area of Outstanding Natural Beauty and

would be contrary to Policy CP7 of the Tonbridge and Malling Borough Core Strategy 2007 and Paragraph 176 of the National Planning Policy Framework 2021.

4. The applicant has failed to demonstrate that the proposal would provide safe or suitable access for those using it and has not allowed for access by emergency vehicles into the site. This would therefore cause unacceptable harm to highway safety which cannot be mitigated to an acceptable level. The development is, therefore, contrary to Policy SQ8 (2) of the Managing Development and the Environment - Development plan Document 2010, Paragraphs 110 and 112 of the National Planning Policy Framework 2021.

In summary:

1. The proposal would harm the character and appearance of the Trottiscliffe Conservation Area, contrary to the requirements contained in paragraphs 131, 132 and 137 of the National Planning Policy Framework 2012.

Furthermore, there would be no public benefits of the proposal sufficient to overcome this harm, contrary to the advice contained in paragraph 134 of the National Planning Policy Framework 2012.

2. The proposal would not respect the local distinctiveness of the area, including the settlement confines of Trottiscliffe, and would, through its design and siting erode the edge of the settlement confines with the open countryside. The development would be contrary to Tonbridge & Malling Borough Core Strategy Policies CP1, CP6, CP13 and CP24, Tonbridge & Malling Borough Managing Development and the Environment Development Plan Document Policy SQ1 and paragraphs 17, 56, 57, 58 and 64 of the National Planning Policy Framework 2012.

This proposal not only reflects the same philosophy as TM/22/00195/FL; but is outside the village envelope. TMBC's policy CP13 allows for new development if there is 'significant improvement to the character and functioning of the area' or is justified by an exceptional local need for affordable housing. This proposed 2 storey dwelling does not fulfil either criteria.

20:30hrs 2 members of the public left the meeting.

2] TM/23/01932: Chidlands, Pilgrims Way, Trottiscliffe  
Erection of small single storey flat roofed rear extension.

**Resolved: The Clerk to try and obtain an extension to respond as the plans are not currently viewable on the portal.**

b) Approvals: None to consider.

c) Refusals: None to consider

d) **Planning Appeals:**

1] TM/22/01502/FL - The Nursery, Taylors Lane, Trottiscliffe.

e) **Other Planning Issues:**

1] 23/00219/WORKH: Darrens Meadow Farm, Green Lane:

It was noted that Enforcement has opened a further case regarding alleged works not being in accordance with TM/20/02653/FL.

2] 23/00146/WORKM: Hillside, Pilgrims Way:

T&MBC has advised that formal enforcement action will now be taken regarding an unauthorised stable building which has been erected along with the creation of a sand school in lieu of refused planning application TM/22/00314/FL.

3] 23/00190/WORKH: Works to land on Pilgrims Way:

There was no update.

4] 23/00223/COM: The Nursery, Taylors Lane

It was noted that Enforcement has opened a case regarding an alleged breach of condition 1 (occupation).

## 72/23 RESOLUTIONS

### 1. Multi-Use Games Area (MUGA)

- a) To approve the invoices for additional works

**Resolved: To approve an invoice for the removal of the old play equipment and part payment towards the infill of the goal ends at a total cost of £3,025.00 (excluding VAT). The Clerk to put up two signs to remind users to close the gate.**

### 2. Parish Infrastructure Statement

- a) To agree to go out to tender for an outdoor gym.

It was noted that T&MBC has agreed to fund the installation of an outdoor gym on the recreation ground from S106 funds up to the value of £30,000.00.

**Resolved:** The Clerk to prepare the tender documents and go out to tender for quotes for an outdoor gym in line with the financial regulations.

### 3. Courts Working Group

- a) To progress a proposal to sublease the courts.

It was noted that Surrey Hills Solicitors have requested some information to progress both the lease and sub-lease documents. The Clerk will obtain this information.

#### b) Trottiscliffe Fireworks Display

- a) To agree to give permission for the village organisations and school to hold a fireworks display on the recreation ground on the 4 November 2023.

**Resolved:** To give permission for the recreation ground to be used for a firework display on the 4 November 2023 subject to sight of a risk assessment and public liability insurance. In addition, if a bonfire is lit then that the area is reseeded when appropriate and that a protective covering is put down in the carpeted meeting room of the village hall if used. The Clerk to also pass on a suggestion for straw to be laid at the entrance to the recreation ground and down to the display.

#### c) Financial:

- a) To agree a quote to carry out emergency works to trees on the recreation ground.

The Clerk had obtained quotes for the removal of two cherry trees which have split and to raise the crown of three other trees on the recreation ground.

**Resolved:** To accept a quote for £760.00 (excluding VAT) from Day Tree Fellers for the works. It was noted that these will take place on Monday 23 October 2023.

- b) Annual review of the Asset Register

**Resolved:** To adopt the Asset Register dated 3 October 2023.

- c) Annual Review of the Standing Orders and Financial Regulations

**Resolved:** No changes required and to adopt the current version of the Standing Orders and Financial Regulations.

- d) To approve the Financial Statement and make 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 3 October 2023

National Savings Account	£10,009.75
Unity Trust Account:	£21,183.29

### Receipts:

T&MBC (second half of Precept): £13,000.00  
HMRC VAT Refund: £7613.60

### Electronic Payments

<u>Supplier</u>	<u>Description</u>	<u>Amount</u>
Louise Goldsmith	Salary (August)	£ 487.44
HMRC	Tax	£ 121.80
Louise Goldsmith	Expenses	£ 168.17
Gel Creative	Website maintenance	£ 100.00
MI Payroll	Quarterly Charge	£ 45.00
Louise Goldsmith	Reimburse Opening Ceremony	£ 114.93
Caloo	Variation orders	£ 3,630.00
Google	Email Accounts DD	£ 83.60
Unity (Direct Debit)	Quarterly Charge	£ 18.00
<b>Total</b>		<b>£4,768.94</b>

### 87/23 PARISH MATTERS:

#### 1. Highways

##### a) Outstanding Faults:

##### 1] Pilgrims Way:

Enquiry 748870: Potholes reported.

Enquiry: 748871: Works required to remove the debris on road built up by badgers active in the area.

2] Enquiry 726705: Addington Lane: The Clerk has reported that the fingerpost on the village green needs remedial works. Works are to be programmed.

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

Nothing additional.

##### c) Highways Improvement Plan:

The Clerk will contact the Asset Management Team, who have been provided with a design from the Community Engagement Officer at KCC showing 20mph roundels to be installed at each of the five entrances to the village, to find out when these works will be programmed.

#### 2. Recreation and Playground:

It was noted that the Clerk has received quotes for the repairs highlighted in the recent RoSPA inspection reports.

**Resolved:** To accept a quote from Caloo for £1,200.00 to break out and reset the see saw and for £250.00 to repair the rubber mats. Caloo will also consider what repairs works can be done to the main tower play equipment. The Clerk will also investigate what grant funding may be available to replace this item.

#### 3. Community Farm

AP sent the following report:

- The Village Hall Committee has agreed to sponsor the pigs. This involves paying for a revamp of the enclosure and a monthly feed payment.
- The chickens have been rehomed and the ducks also going to be rehomed as there is an ongoing problem with rat infestation.
- KCC have been in touch to carry out an inspection.

- A new bank account has been opened and the current balance is just over £2,000.00.
- Fundraising: A quiz night is to be held on the 14 October 2023, a Halloween party on the 28 October 2023 and volunteers will provide a bar for the village fireworks due to be held on the 4 November 2023. All of these events will hopefully raise another £2,000.00 of funds.
- The Trustees have applied for charity status.
- A new constitution has been drawn up. The Trustees are due to approve and sign this at their next meeting.
- A new potential layout for the farm is being discussed:

*21:24 hrs 1 member of the public left the meeting*

4. **Trottscliffe School:**

ALP advised Members that the school is now not directly involved with the community farm but that the headteacher, Lucy Henderson, continues to be a Trustee. The school have asked to be advised when the Tommy silhouette is installed.

5. **Climate Change Initiatives:**

KCC has advised that the quote they have received from the contractor to install the ECVF is acceptable. KCC is now preparing an OZEV application for funding for all the acceptable sites. KCC has advised that this may take some time, however once this is approved the rest of the process should move along quite quickly.

### 88/23 REPRESENTATION AT MEETINGS

- Courts Working Group:** The minutes of the meeting held on the 20 September 2023 were noted. It was also noted that the Tennis Club Committee held a Macmillan Coffee morning on the 29 September 2023 which raised £400.00.
- Village Hall:** It was noted that the next meeting is due to be held tomorrow.
- Parish Partnership Panel:** There has been no meeting.
- Standards Committee:** There has been no meeting.
- KALC Area Committee:** DG attended the meeting held on the 28 September 2023. Sarah Barker was elected and will continue to be the Chair and Chrys Short will continue to be the Vice Chair of the Area Committee for Tonbridge and Malling. KALC is redeveloping its website to make it more user friendly. T&MBC is in the process of switching its systems including the planning portal to Agile. It was suggested that comments from members of the public will no longer be shown for planning applications as the new system does not allow for the redaction of personal details. T&MBC will present further information about the new system at the next Parish Partnership Panel meeting due to be held on the 2 November.
- Trosley Liaison Group:** LL advised that posters advertising the Halloween events due to be held at Trosley County Park have been put up in the village.

### 89/23] CORRESPONDENCE/CONSULTATIONS

- For Information
  - 1] Area 2 Planning Committee: 1 November 2023
  - 2] Joint Transportation Board: 4 December 2023
  - 3] Parish Partnership Panel: 2 November 2023
  - 4] Standards Committee: 22 January 2024
  - 5] KALC: AGM 18 November 2023
- New Requiring Attention:  
Nothing to consider.

**90/23] ITEMS FOR THE NEXT MEETING**

80 year celebration of D-Day and Operation Overload.  
Annual review of the Risk Assessment.  
Meeting dates 2024.

**91/23] ANY CONFIDENTIAL MATTERS**

None to consider.

**92/23] DATE OF THE NEXT MEETING:**

The next Parish Council Meeting will be held in the village hall at 7.45pm on Tuesday 7 November 2023.

There being no other business the meeting closed at 9.35pm

Chairman .....

Date.....