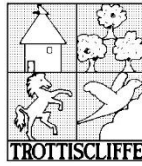


# TROTTSCLIFFE PARISH COUNCIL

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1 November 2024

Dear Sir/Madam

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

To take place on **Thursday 7 November** in Trottscliffe Village Hall at 7.30pm  
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)*

*Charlie Gavin*  
Charlie Gavin  
Clerk to Trottscliffe Parish Council

## AGENDA

**ADMINISTRATION:** Fire Exits, Fire Meeting Points, Mobile Phones.

### 95/24] APOLOGIES FOR ABSENCE

### 96/24] DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATIONS

### 97/24] INTENTION TO RECORD THE MEETING

### 98/24] APPROVAL OF MINUTES

To consider the minutes of the Parish Council Meeting held on the 3 October 2024 and if in order to authorise the Chair to sign as a true and accurate record<sup>1</sup>.

### 99/24] 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 Trottscliffe. 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*<sup>2</sup>).

### 100/24] REPORTS:

a) County Councillor    b) Borough Councillor's    c) Crime Report

### 101/24] CLERKS REPORT/PAST MATTERS (Information purposes only)

### 102/24] PLANNING

a) Applications:

24/01345/PA at The Little Cottage, Pilgrims Way, Trottscliffe

Two storey and part single storey rear extension. Hip to gable loft conversion with barn hips and new dormers to front and rear elevations and erection of detached garage

24/01646/PA at Trottscliffe Village Hall, Church Lane, Trottscliffe

1 x Cherry Plum (applicants ref. T001) – Lift to 3m above ground level, (Hedgerow H001 - fell 5 no. dead elm trees (2 no. partially uprooted) to ground level

24/01644/PA at Ivy Cottage, Taylors Lane, Trottscliffe

To reduce the height of a sycamore on the boundary between Ivy Cottage and Oast House Lodge back to previous pollard points

24/01657/PA at Copper Beech, Pinesfield Lane, Trottscliffe

Proposed demolition of the existing conservatory, garage and lean to carport. Construction of replacement lean to carport and single storey rear extension. Removal of existing roof and formation of a new roof structure to accommodate first floor habitable space. Alterations to internal layout and fenestration. Demolition of two detached garden outbuildings and formation of a single detached garden outbuilding. Associated landscaping amendments

- b) Approvals:  
24/01227/PA at Orchard House, Addington Lane, Trottscliffe  
Proposed cart barn
- c) Refusals:
- d) Withdrawn applications:
- e) Other Planning Issues:

#### **103/24] RESOLUTIONS**

- 1. Staffing:**  
To agree the leaving date for the outgoing Clerk
- 2. Tennis Club**  
To sign the leases.
- 3. Financial**
  - a) To receive an update on .gov.uk domain
  - b) To receive the accounts
  - c) To receive a bank reconciliation as at the 31 October 2024
  - d) To receive and authorise the payment list
  - e) To discuss 2025/2026 budget

#### **104/24] PARISH MATTERS:**

- 1. **Highways:**
  - a) Outstanding Faults
  - b) New Faults to be reported.
  - c) Update on Green Lane
  - d) Highways Improvement Plan: To receive an update
- 2. **Recreation and Playground:** To receive an update.
- 3. **Allotments:** To receive any update.
- 4. **Community Farm:** To receive an update.
- 5. **Trottscliffe School:** To receive an update.
- 6. **Climate Change Initiatives:** To receive an update on the EVCP initiative.
- 7. **Christmas Tree for the village green:** To discuss

#### **105/24] REPRESENTATION AT MEETINGS:**

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

#### **106/24] CORRESPONDENCE/CONSULTATIONS**

- a) For Information
  - 1] Joint Transportation Board: 2 December 2024
  - 2] Parish Partnership Panel: 21 November 2024
  - 3] Joint Standards Committee: 20 January 2025
  - 4] KALC: 12 December 2024

#### **107/24] ITEMS FOR THE NEXT MEETING**

#### **108/24] ANY CONFIDENTIAL MATTERS**

#### **109/24] DATE OF THE NEXT MEETING: 7.30pm on Thursday 5 December 2024**

*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.*