

**MINUTES OF TROTTSCLIFFE PARISH COUNCIL MEETING
HELD ON THURSDAY 5 DECEMBER 2024 at 7.30PM IN THE VILLAGE HALL**

PRESENT:

David Gaunt - Chairman (DG), Alan Palmer (ALP), Louise Leydon (LL) and Richard Vallance (RV), Ian Mills (IM)

IN ATTENDANCE:

Miss Charlie Gavin (Clerk)

110/24 APOLOGIES FOR ABSENCE

An apology for absence was received from County Councillor Sarah Hohler and Cllr Oliver Shaw and Cllr Alison Prountzos, the reasons for absence were accepted.

111/24 DECLARATIONS OF INTEREST:

None received.

112/24 INTENTION TO RECORD THE MEETING

The Clerk advised that there have been no requests to record the meeting.

113/24 APPROVAL OF MINUTES

It was **resolved** that DG sign the minutes of the Parish Council Meeting held on the 7 November 2024 as a true and accurate record of the meeting.

114/24] OPEN SESSION:

A member of the public raised their concern with the recent move of the 20mph sign on Wrotham Water Lane. The current 20mph slow down sign has been moved to just before Taylors Lane. The member of the public would like the sign to be put back where it was originally to ensure the safety of public using the road and animals who may moved between the stables and the fields. The member of the public advised it was moved approximately 200 meters from its original location. It was agreed the Clerk will raise this on the Highways Improvement Plan.

Cllrs LL, DG and IM advised the member of the public that a request of 20mph throughout the village of Trottiscliffe has been requested via Kent County Council and that ongoing discussions are taking place in the form of a Highways Improvement Plan.

115/24 REPORTS

- a) **County Councillor:** Nothing to report
- b) **Borough Councillors:** No update.
- c) **Kent Police:** One crime reported in Trottiscliffe on 11 November to the footpath gates from end of Green Lane to Pilgrims way incident ref: KP-20241112-1097

116/24] CLERKS REPORT/PAST MATTERS (Information purposes only)

The Clerk reported that the defibrillator has been checked and is fully operational. The Circuit has been updated.

117/24] PLANNING

- a) Applications:
24/01760/PA at Rory Cottage, Taylors Lane, Trottiscliffe

T1(applicants ref) – Bay- reduce tree height by 2m from 4m to 2m. T2(applicants ref) – Yew - reduce branches over hanging neighbours boundary to boundary. T3(applicants ref) – Beech -reduce lateral branches over hanging neighbours boundary to 7m to 5m RESOLVED: no objection

24/01770/PA at Lansdowne, Pinesfield Lane, Trottiscliffe

Lawful Development Certificate Proposed: Proposed stationing of a mobile home to the rear to serve as ancillary residential accommodation. RESOLVED: no objection

24/01836/PA at Landdowne, Pinesfield Lane, Trottiscliffe

Redevelopment of bungalow including new roof, extensions to front, side and rear plus internal/external facade alterations. RESOLVED: no objection

b) Approvals:

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

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

24/01510/PA at Long Meadow, Ford Lane, Trottiscliffe

Proposed Single storey rear and side infill extension and rear loft dormer extension

24/00642/PA at Darrens Meadow Farm, Green Lane, Trottiscliffe

Demolition and removal of the detached chalet office building, caravan, day room outbuilding and polytunnels. Proposed 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- revised scheme to 23/01905/FL

c) Refusals: None to consider.

d) Withdrawn applications:

24/01460/PA – Land North of Allotments, Green Lane, Trottiscliffe

Erect weather proof timber barn for the purposes of educational use for the community farm charity at Green Lane Trottiscliffe.

e) Other Planning Issues: None to consider

118/24] RESOLUTIONS

1. Staffing

RESOLVED: The outgoing Clerk left the Parish Council on 30 November 2024.

2. Tennis Club

Received report Tennis Club has not yet received its CASC status. Once the Tennis Club have this status the Tennis Club will be in a position for the Trustees to sign the leases

3. Financial

a) To receive an update on .gov.uk domain

Clerk advised that a quote has been received of 10 emails for £17.49 + VAT per month for the domain. The Clerk was asked to source two more quotes.

b) To receive the accounts

The accounts up until 30 November 2024 were received.

c) To receive a bank reconciliation as at the 30 November 2024

The bank reconciliation as for the accounts up until 30 November 2024 was received and signed by IM and DG in accordance with the Financial Regulations.

d) To receive and authorise the payment list

The Payment list was received. Signed by DG in accordance with the Financial Regulations. It was RESOLVED for IM and DG to authorise the payments online.

- e) To discuss 2025/2026 budget
RESOLVED: The precept upon T&MBC for the financial year 2025-2026 should be increased to £35,000.00

Balances as of 21 November 2024

National Savings Account	£10,087.20
Unity Trust Account:	£14,148.39

Electronic Payments

<u>Supplier</u>	<u>Description</u>	<u>Amount</u>
Louise Goldsmith	Salary	£ 426.20
HMRC	Tax	£ 222.00
Charlie Gavin	Salary	£ 462.49
Charlie Gavin	Expenses	£ 55.66
SLCC	New Clerk membership	£ 154.00
The Living Forest	Tree works	£1770.00
Castle Water	Allotment water	£ 112.31
KALC	Training for new Clerk	£ 210.00
MI Payroll	Payroll - July-September	£ 15.00
Google	Email Accounts DD	£ 96.00
Gel Creative	Website maintenance	£ 100.00
Capel Groundcare	Grounds Maintenance	£ 690.40
Total		£4314.06

119/24] PARISH MATTERS:

1. **Highways**
 - a) **Outstanding Faults:**

The clerk was asked to contact KCC in relation to the potholes on Green Lane as it was previously agreed KCC will
 - b) **New Faults to be reported:**

There are two potholes to be re-reported as the works carried out have been noted as insufficient. The potholes are located outside The George and on Addington Lane, clerk to report to KCC
 - c) **Highways Improvement Plan (HIP):**

KCC has informed the Clerk that the principal designer has been out to survey the site and found that there is not sufficient carriageway width to support the installation of bollards. The recommended safety zone for the installation of any highway apparatus is 450mm set back from the edge of the carriageway, KCC must also maintain a minimum footway width of 1.2m and a carriageway width of 3.25m. For KCC to be able to install the bollards with the required distances KCC would need a total width of 5.5m. The total width (at the widest part) is just

5m with the opposite end (near the pond) just 4.6m. Therefore, the installation of bollards would not meet the recommended standards and are unfortunately unsuitable. The KCC representative did discuss the footway widening scheme with a priority system, but noted there is a slight lack of visibility which would hinder drivers when making judgement through the priority system. DG asked Clerk to request an in-person meeting with KCC.

d) **Change of sign post on Wrotham Water Lane:**

No requests via the Parish Council were made to move this sign, Clerk has been asked to contact KCC and to find out who authorised the movement of the sign.

2. **Recreation Ground and Playground:**

No update, the Clerk to explore funding options. Clerk was asked to produce a sign to ensure users close the gate if the MUGA and do not climb on the equipment.

3. **Allotments:**

An inspection of the allotments will need to take place in January. Clerk to arrange a visit.

4. **Trottscliffe School:**

The school head teacher has raised concerns of the safety of pupils due lack of lighting and the recent end of British Summer time.

5. **Community Farm:**

The Community Farm are now in the possession of Country Parish Holding number and all animals are now registered with the Animal and Plant Health Agency (APHA)

6. **Climate Change Initiatives:**

There was no update on the project to install electric vehicle charging points in the village hall car park. Clerk has been asked to chase for an update.

7. **Christmas Tree for the Village Green:**

This has been authorised and the cabling can be laid from 6 December 2024.

8. **KALC Community Award:**

Six names were discussed at the meeting however it was decided that this would be deferred to the next meeting which is due to take place on 6 February. It was noted that the deadline for nominations is 7 February so the Clerk will submit the nomination after the next meeting.

Member of public left at 9.06pm

120/24 REPRESENTATION AT MEETINGS

a) **Courts Working Group:** No longer needed

b) **Village Hall:** There are currently 54 attendees for the annual Christmas dinner and dance. They are getting quotes for heating. DG has asked to look at the roof structure to see if it would be suitable for solar panels. Clerk to find the plans.

c) **Parish Partnership Panel:** There has been no meeting.

d) **Standards Committee:** There has been no meeting.

e) **KALC Area Committee:** January meeting

f) **Trosley Liaison Group:** There has been no meeting however there has been an incident where a dog has attacked a goat. The plans for a bridleway are in discussions stages.

121/24] CORRESPONDENCE/CONSULTATIONS

a) **For Information**

1] Joint Transportation Board: 2 December 2024

- 2] Parish Partnership Panel: 6 February 2025
- 3] Joint Standards Committee: 20 January 2025
- 4] KALC: 12 December 2024
- 5] Trosley Liaison Group: 23 April 2025

122/24] ITEMS FOR THE NEXT MEETING

Apologies were received from IM for the next meeting

123/24] ANY CONFIDENTIAL MATTERS

Nothing to consider.

124/24] DATE OF THE NEXT MEETING:

The next Parish Council Meeting is due to be held at 7.30pm in the Village Hall on Thursday 5 February 2025.

There being no other business the meeting closed at 9.23pm

Chairman

Date.....