

**MINUTES OF TROTTISCLIFFE PARISH COUNCIL MEETING
HELD ON THURSDAY 6 FEBRUARY 2025 at 7.30PM IN THE VILLAGE HALL**

PRESENT:

Cllrs Alan Palmer (ALP), Oliver Shaw (OS), Alison Prountzos (AP)

IN ATTENDANCE:

Miss Charlie Gavin (Clerk)

125/25 APOLOGIES FOR ABSENCE

An apology for absence was received from Cllrs David Gaunt, Louise Leydon, Ian Mills and Richard Vallance, the reasons for absence were accepted.

126/25 DECLARATIONS OF INTEREST:

None received.

127/25 INTENTION TO RECORD THE MEETING

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

128/25 APPROVAL OF MINUTES

It was **resolved** that ALP sign the minutes of the Parish Council Meeting held on the 6 December 2024 as a true and accurate record of the meeting.

129/25] OPEN SESSION:

None received.

130/25 REPORTS

- a) **County Councillor**: No update.
- b) **Borough Councillors**: No update.
- c) **Kent Police**: Two crimes in Trottiscliffe. Between 17:30 on Sunday 1st of December and 07:30 on Monday 2nd of December in Vigo Hill. Somebody stole equestrian items from a field, after climbing a fence. On Sunday 5th of January around 21:56 in Church Lane. Somebody damaged the windscreen and bonnet of a Vauxhall Vivaro parked on a driveway.

131/25] 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.

132/25] PLANNING

- a) Applications:
 - 24/01345/PA at The Little Cottage, Pilgrims Way, Trottiscliffe
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. RESOLVED no objection
 - 25/00068/PA at Rory Cottage, Taylors Lane, Trottiscliffe
Listed Building Application: Proposed Internal renovations, waterproofing of basement, new internal opening, four new rooflights, and landscaping works. RESOLVED no objection
 - 25/00067/PA at Rory Cottage, Taylors Lane, Trottiscliffe

Proposed Internal renovations, waterproofing of basement, new internal opening, four new rooflights, and landscaping works. RESOLVED no objection
25/00023/PA at Land North of Allotments, Green Lane, Trottiscliffe

The proposed development is to erect weatherproof timber barn for the purposes of educational use for the community farm charity. RESOLVED no objection

- b) Approvals: None to consider
- c) Refusals: None to consider.
- d) Withdrawn applications: None to consider.
- e) Other Planning Issues: Clerk advised the Parish Council after the Agenda was published another proposal was added on the planning portal which needed a response before the next meeting.

25/00129/PA at Church of St Peter Paul, Church Lane, Trottiscliffe

Lifting, regrading & relaying path from Church Lane gate to church porch with new handrail & lighting to allow for easier disabled access. Associated new drainage works required for separate internal works. RESOLVED no objection

133/25] RESOLUTIONS

1. Tennis Club

The Tennis Club now have CASC status, before the Tennis Club will sign the lease they would like to see the superior lease between Trottiscliffe Parish Council and the land owner, Clerk to get authorisation from land owner regarding this.

2. Financial

- a) To receive an update on .gov.uk domain
Clerk is now in possession of the requested 3 quotes for changing over to a gov.uk domain. Members considered three quotes obtained by the Clerk to change email and website domain to a gov.uk domain. RESOLVED: to accept a quote from Hugo Fox for £17.99 + VAT a month for website and email hosting.
- b) To receive the accounts
The accounts up until 31 January 2025 UNRESOLVED deferred until next meeting.
- c) To receive a bank reconciliation as at the 31 January 2025 UNRESOLVED deferred until next meeting.
- d) To receive and authorise the payment list UNRESOLVED deferred until next meeting.

Balances as of 31 January 2025

| | |
|--------------------------|------------|
| National Savings Account | £10,188.35 |
| Unity Trust Account: | £9,760.33 |

134/25] PARISH MATTERS:

1. Highways

- a) **Outstanding Fault:** No updates.
- b) **New Faults to be reported:** Clerk was asked to report a drainage issue close to a Public Right of Way Path (number MR165)
- c) **Highways Improvement Plan (HIP):** no update since the last meeting

- 2. **Recreation Ground and Playground:** A playground inspection was recently undertaken and a report given. In between meetings Capel Groundcare advised

that they were closing down the grounds maintenance side of the contract. Clerk sourced three new quotes following the news. Members considered three quotes obtained by the Clerk. RESOLVED: to accept a quote for the year for £5,800.00 for grounds maintenance from Two Donkeys Ltd.

3. **Allotments:**

An inspection took place on 27 January 2025. One tenant was served notice on their allotment and two tenants were reminded of the guidelines. In between meetings it was agreed the tenant who were served notice were given permission to clear their allotment and for the use of a skip. Cllr OS raised concerns of potential damage and asked the Clerk to contact the tenant and ask the tenant to speak with the skip company to see if there would likely be any damage and if the skip company would be liable for costs if there were to be any damage.

4. **Trottiscliffe School:** No update or issues to report on.

5. **Community Farm:** The community farm is running smoothly. The farm recently raised £1,140 at a quiz night. There is currently just over £4,000 in the bank account and the farm are looking at adding some chickens.

6. **Climate Change Initiatives:** Clerk was advised recently by Kent County Council (KCC) that they are working with procurement colleagues to draft a contract and terms and conditions for the electric charging vehicle point project. KCC's Charge Point Operator are in the process of accessing the list of sites for viability and they are due to share their findings and hope to have an update for the Parish Council in due course.

7. **Christmas Tree for the Village Green:** The tree was taken down in January

8. **KALC Community Award:** A nomination name was agreed and the Clerk will fill out and submit the nomination form.

9. **MUGA:** A sign has been placed in the notice board of the MUGA to remind members of the public to close the gate after use and not to climb on the equipment.

125/25 REPRESENTATION AT MEETINGS

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

b) **Village Hall:** No update.

c) **Parish Partnership Panel:** No update.

d) **Standards Committee:** No update.

e) **KALC Area Committee:** No update.

f) **Trosley Liaison Group:** The country park will be moving the goats to graze in Little Pell in the next few weeks. The country park have been felling some trees to make more grassland in between the woods to encourage wild flora and fauna. They have also laid a new playground surface recycled from tyres in the main play area. A path way across from one side of the park to the other has been renewed. Plans for an open day are underway and more info soon. Clerk advised they received an email from Kent County Parks informing that the weekend and Bank Holiday car parking charge for Trosley Country Park will increase by £0.10.

121/24] CORRESPONDENCE/CONSULTATIONS

a) For Information

- 1] Joint Transportation Board: 3 March 2025
- 2] Parish Partnership Panel: 6 February 2025
- 3] Joint Standards Committee: 2 June 2025
- 4] KALC: April 2025
- 5] Trosley Liaison Group: 23 April 2025

122/24] ITEMS FOR THE NEXT MEETING

Nothing to consider

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 6 March 2025.

There being no other business the meeting closed at 8.47pm

Chairman

Date.....