

**MINUTES OF TROTTISCLIFFE PARISH COUNCIL MEETING
HELD ON THURSDAY 3 APRIL 2025 at started 8.03pm IN THE VILLAGE HALL**

PRESENT:

Cllrs David Gaunt (DG), Richard Vallance (RV), Ian Mills (IM), Louise Leydon (LL), Alison Prountzos (ALP), Alan Palmer (AP)

IN ATTENDANCE:

Miss Charlie Gavin (Clerk)

01/25 APOLOGIES FOR ABSENCE

None received.

02/25 DECLARATIONS OF INTEREST:

None received.

03/25 INTENTION TO RECORD THE MEETING

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

04/25 APPROVAL OF MINUTES

It was **resolved** that DG sign the minutes of the Parish Council Meeting held on the 6 March 2025 as a true and accurate record of the meeting.

05/25] OPEN SESSION:

A member of the public asked about the extension of the 20mph zone throughout the village due to careless driving. DG advised the member of the public that this was something that the Parish Council are supporting and pursuing through the Highways Improvement Plan (HIP).

Clerk advised they were sent an email requesting a matter was raised on behalf of a member of the public who was not able to attend this meeting. The member of the public wanted to raise their concerns for the speeding in the village and what measures can be put in place (speed limit signs don't work) and the downgrading of the byway to a bridleway that leads up to Trosley Country Park off Pilgrims Way. It was agreed that these matters are placed on the Agenda going forward. A Kent County Council Highways Improvement Plan meeting is due to take place this month and hope to be able to share an update following that meeting.

06/25 REPORTS

- a) **County Councillor:** Nothing further to add following the report given in the APM meeting.
- b) **Borough Councillors:** Nothing further to add following the report given in the APM meeting.
- c) **Kent Police:**
One crime in Trottiscliffe. On Friday 28th of March between 20:30 and 20:43 in Taylors Lane. Somebody tried to break into farm buildings but were disturbed.

146/25] CLERKS REPORT/PAST MATTERS (Information purposes only)

The Clerk reported that the defibrillator has been checked and is fully operational. The pads still need to be updated, the clerk previously requested new pads, however, has yet to receive the new pads so will chase.

147/25] PLANNING

- a) Applications: None to consider.
- b) Approvals:
 - 25/00358/PA – Willowdale, Ford Lane, Trottiscliffe
Lawful Development Certificate Proposed: Erection of Dormer. **RESOLVED** no objection.
 - 25/00385/PA – Rectory Cottage, Church Lane, Trottiscliffe
1 x Beech circled red on location plan (applicant ref: T1) - overall crown reduction from current height/lateral spread of 12m x 10m respectively to 9m x 6m. Short row of Poplars marked blue on location plan (ref: T2) - reduction in height from current 23m x 6m respectively, to 16m x 4m. **RESOLVED** - no objection.
 - 25/00444/PA – St Ives, Pilgrims Way, Trottiscliffe
Loft conversion with rear dormer. **RESOLVED** - no objection.
 - 25/00441/PA – St Ives, Pilgrims Way, Trottiscliffe
Lawful Development Certificate proposed : Single-storey side extensions, single-storey rear extension. **RESOLVED** – no objection
 - 25/00436/PA – Rouses Farm, Taylors Lane, Trottiscliffe
Applicants ref: G1 - Group of 20 various trees, reduce to 12.5m in height as dictated by Red line on Diagram, G2 - 5 dangerous Ash trees, Remove to ground level. **RESOLVED** – no objection.
 - 25/00525/PA - Coldrum House, Coldrum Lane, Trottiscliffe
Proposed enlargement of existing porches and related alterations to existing ground floor fenestration. **RESOLVED** – no objection.
- c) Refusals: None to consider.
- d) Withdrawn applications:
 - 24/00680/PA – Land Adjoining Hazeldene, Pilgrims Way, Trottiscliffe
Proposed two storey 3-bed dwelling
- e) Other Planning Issues: None to consider

148/25] RESOLUTIONS

- 1. **Tennis Club**
- 2. **Financial**
 - a) **To receive an update on .gov.uk domain**
Forms have been submitted and are awaiting feedback from the CDDO regarding the domain request.
 - b) **To receive the accounts**
The accounts up until 31 March were received.
 - c) **To receive a bank reconciliation as at the 31 March**
The bank reconciliation as for the accounts up until 31 March 2025 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.

Balances as of 28 February 2025

National Savings Account	£10,188.35
Unity Trust Account:	£3,836.44

Electronic Payments

<u>Supplier</u>	<u>Description</u>	<u>Amount</u>
Charlie Gavin	Salary	£490.55
HMRC	Tax	£122.40
Charlie Gavin	Expenses	£60.17
MI Payroll	Payroll (January-March)	£45.00
Gel Creatvie	Website Maintenance	£100.00
Google	Email Accounts DD	£96.00
Capel Groundcare	Playground Inspection	£72.00
Castle Water	Allotment Water	£53.27
Two Donkeys	Grounds maintenance x 2	£966.00
Two Donkeys	Cutting back allotment trees	£300.00
KALC	Subscription	£354.84
TOTAL PAYMENTS		£2660.23

149/25] PARISH MATTERS:

1. **Highways**
 - a) **Outstanding Fault:** Clerk to chase the report relating to the leak outside of the Village Hall
 - b) **New Faults to be reported:** In the middle of the road outside of The George a new pothole needs to be reported.
 - c) **Highways Improvement Plan (HIP):** Clerk previously requested for a meeting to take place on Friday 25 April, Clerk has not yet heard back so needs to follow up.
 - d) **Drainage issues:** There is no further update on this following DG's meeting with KCC representative Andy Watson.
 - e) **Recent flooding:** There is no further update on this following DG's meeting with KCC representative Andy Watson.
 - f) **Vigo Hill road closures:** There is no further update on this following DG's meeting with KCC representative Andy Watson.
 - g) **Taylors Lane road surface:** There is no further update on this following DG's meeting with KCC representative Andy Watson.
2. **Recreation Ground and Playground:**
 - a) **Updating play area:** Two quotes have been received for updating the play area. A third company was consulted however they have highlighted that they would not be able to replace the whole play area for the grant budget. Clerk to proceed with submitting the grant form.
 - b) **Updating play surface area:** The two quotes received for updating the play area include removing the all grass areas of the play area and updating the whole playground with a safety play surface.
 - c) **Gateway improvements to recreation ground:** No update.
3. **Allotments:** Following a tenant being served notice on their allotment which is a double plot it was agreed that the Clerk can offer the allotment to the first two names on the waitlist. DG asked the Clerk to contact the previous tenants to check that they had removed anything they need.
4. **Trottiscliffe School:** Nothing further to add following the report given in the APM meeting.
5. **Community Farm:** Nothing further to add following the report given in the APM meeting.

6. **Climate Change Initiatives:** There has been no update from KCC since 6 March where Clerk was advised that KCC are currently drafting a legal agreement and finalising contracts, and hope to be able to move into delivery in the coming months. KCC will contact Clerk to let them know once we have finalised documents to review.
7. **Ferns exploration works:** Clerk shared the correspondence received from Addington Clerk stating that a KCC representative spoke to Ferns regarding the closure of a Public Right of Way (PROW) and that Ferns advised that it was a contractor who closed the PROW and that it should not have happened. Cllrs raised their concerns over the archaeological digs that took place. DG to contact Steve Whitehall (KCC representative) regarding the digs.
8. **Donation to the anti-social behaviour team:** It was agreed for Trottiscliffe Parish Council to donate £250 towards the team. It was **RESOLVED** for the Clerk to contact Des Keers to arrange this donation.

125/25 REPRESENTATION AT MEETINGS

- a) **Village Hall:** No update
- b) **Parish Partnership Panel:** No update.
- c) **Standards Committee:** No update.
- d) **KALC Area Committee:** No update.
- e) **Trosley Liaison Group:** Nothing to report.

121/24] CORRESPONDENCE/CONSULTATIONS

- a) For Information
 - 1] Joint Transportation Board: 16 June 2025
 - 2] Parish Partnership Panel: 29 May 2025
 - 3] Joint Standards Committee: 2 June 2025
 - 4] KALC: 10 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 will be 6 May 2025.

There being no other business the meeting closed at 9.24pm

Chairman

Date.....