

**MINUTES OF TROTTISCLIFFE PARISH COUNCIL MEETING  
HELD ON THURSDAY 3 JULY 2025 at 7.30pm IN THE VILLAGE HALL**

**PRESENT:**

Cllrs David Gaunt (DG), Richard Vallance (RV), Oliver Shaw (OS), Louise Leyden (LL), Alison Prountzos (ALP), Alan Palmer (AP), Dodger Sian (DS), Clerk, 1 member of public

**52/25 APOLOGIES FOR ABSENCE**

Ian Mills (IM) the reasons for absence were accepted.

**53/25 DECLARATIONS OF INTEREST**

None received

**54/25 INTENTION TO RECORD THE MEETING**

There have been no requests to record the meeting.

**55/25 APPROVAL OF MINUTES**

It was **resolved** that DG sign the minutes of the Parish Council Meeting held on the 5 June 2025 as a true and accurate record of the meeting.

**56/25] OPEN SESSION:**

A discussion took place regarding works at Rouses Farm which were carried out in the front garden of the property and noted that cables are on show and it's not currently known if these are live. The vegetation has been removed, however there are plans for the homeowner to put the vegetation (evergreen bushes/railway sleepers/culture laurel) back into it as its currently holding the bank in place. A further discussion took place as to the homeowner/Parish Council boundary and this has been noted.

**57/25 REPORTS**

- a) **County Councillor:** DS explained a lot of issues in his ward is grass cutting, DS has received a lot of complaints on this matter. Highway/KCC have assured DS that everything in Malling North will be up to date in the next two weeks. DS plans to have a meeting with Demi (Highways Improvement Plan, Community Engagement Project Manager) and separate meeting with Andy (Highways Manager) in relation to the Trottiscliffe HIP. DS advised to keep on logging any issues on portal and email DS the fault number so that he can chase internally.  
DS confirmed the proposed extension 20mph zone is with KCC for consideration. TPC advised that they are aware of the fee for this £3,600 and a that a public consultation would need to take place and feel the residents would support the extension of this due to speeding traffic in the system. DG explained the freedom of information request has been submitted to KCC in relation to the closures of Vigo Hill and how many times it has been closed

over the last 5 years. DS explained KCC cannot refuse services (gas, electric, water, etc) when they want to close the road.

ALP advised that the water board should be held to account as the leaks are causing road damage. DG advised that the same week as repairs were done SE Water dug up the road to fix a leak, a similar situation occurred today (03/07/25). It was also noted the leak outside the Village Hall is back again. A Kent County Council (KCC) walkaround planned for beginning of September LL mentioned a face to face would be beneficial for the Community Engagement Project Manager and the Highways Manager. DS would like to network the Malling North to ensure strength in numbers and to be able to share ideas and work collaboratively.

*DS left 7.50pm*

- b) **Borough Councillors:** There was no report.
- c) **Kent Police:** On Tuesday 17th of June between 14:00 and 16:15 in Church Lane. Somebody damaged a mountain bike in a garden.

#### **58/25] CLERKS REPORT/PAST MATTERS (Information purposes only)**

The pads are currently out of date. The current defibrillator went 'end-of-life' on 1st April 2019 meaning once the stock of pads go they won't be reproduced so stock is very limited. The Clerk has contacted and awaiting responses for other companies however the current supplier believes the pads will be sourced by end of July. It is possible that in the future the Parish Council will need to invest in a new defibrillator.

#### **59/25] PLANNING**

- a) Applications:
  - 25/00896/PA – St Ives, Pilgrims Way, Trottiscliffe:  
Lawful Development Certificate Proposed: Single storey rear extension – **RESOLVED** – no objection
  - 25/00980/PA - The White House, Ford Lane, Trottiscliffe:  
Lawful Development Certificate Proposed: to determine that the development will have lawfully commenced prior to the expiration of planning permission TM/22/00323/FL – **RESOLVED** – no comment
- b) Approvals:
  - 24/01836/PA – Lansdowne, Pinesfield Lane, Trottiscliffe:  
Redevelopment of bungalow including new roof, extensions to front, side and rear plus internal/external facade alterations
- c) Refusals: None to consider.
- d) Withdrawn applications: none to consider
- e) Other Planning Issues: none to consider

#### **60/25] RESOLUTIONS**

##### **1. Financial**

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

Clerk contacted provider and received a response on 3 July 2025 advising the CDDO have approved and the provider are still waiting on a response from Nominet

b) **To receive the accounts**

The accounts up until 30 June 2025 were received.

c) **To receive a bank reconciliation as at the 30 June 2025**

The bank reconciliation as for the accounts up until 30 June 2025 was received and signed by DG and OS in accordance with the Financial Regulations.

d) **To receive and authorise the payment list**

The Payment list was received. It was **RESOLVED** for payments to be authorised

### **Balances as of 30 June 2025**

National Savings Account:	£10,188.35
Unity Trust Account:	£14,291.12

### **Electronic Receipts**

Allotment Rent:	£15.00
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### **Electronic Payments**

<u>Supplier</u>	<u>Description</u>	<u>Amount</u>
Charlie Gavin	Salary	£490.35
HMRC	Tax and NI	£151.99
Charlie Gavin	Expenses	£252.87
Gel Creative	Website Maintenance	£100.00
Google	Email Accounts DD	£96.00
Two Donkeys	Grounds Maintenance	£483.00
ICO	Data protection fee DD	£47.00
Satswana	DPO Service	£180.00
MI Payroll	Payroll	£60.00
<b>TOTAL PAYMENTS</b>		<b>£1,861.21</b>

## **2. Local Government Reorganisation Survey**

The survey was printed, the survey questions were discussed and responses were agreed by all. It was **RESOLVED** for the Clerk to submit the survey.

### **61/25] PARISH MATTERS:**

#### **1. Highways**

a) **Outstanding Fault:**

- b) **New Faults to be reported:** There is a new leak outside Village Hall – to be reported by the Clerk.

- c) **Highways Improvement Plan (HIP)**: The Trottsicliffe Community Engagement Project Manager at KCC is going to update and circulate the updated HIP
- d) **Drainage issues**: Clerk to email and find out when the next drain cleaning will be taking place. Andy Watson from KCC had previously advised this would be increased due to Village issues.
- e) **Recent flooding**: No flooding noted, however there has only been a small amount of rain
- f) **Vigo Hill road closures**: A freedom of information was submitted by the Parish Council to KCC to find out over the last 5 years how many times Vigo Hill has been closed.
- g) **Taylors Lane road surface**: **RESOLVED** the surface was resurfaced in June.
- h) **Extending the 20mph zone in Trottsicliffe**: The updated HIP was sent to KCC where this is now the number one priority for the Village.
- 2. **Recreation Ground and Playground**: Updating the playground project is currently on hold until the Parish Council are in possession of funds to cover the 10.75% contribution to the project. The Village Hall Committee has expressed they are happy to help fundraise for the play area. The Parish Council has received a complaint of children kicking balls at the windows of the Village Hall and being encouraged by supervising adults to do so. It has also been noted that litter in the park has become a problem.
- 3. **Allotments**: A walk around will be planned after the next Parish Council in September.
- 4. **Community Farm**: The Community Farm are now have 5 picnic benches and Farm are still awaiting planning permission for the timber education barn.
- 5. **Trottsicliffe School**: Unfortunately the school people premium funding has been reduced. The School needs to fund some money towards maintenance for the outside of the building and the oak tree in the playground is becoming larger.  
*9.30pm: In accordance with standing orders it was agreed to continue with the meeting*
- 6. **Ferns exploration works**: The archaeological report was sent to Clerk and circulated to the Parish Councillors. It has been noted that a lorry clipped the wing mirror of the car in Ford Lane leading the quarry.

## **62/25 REPRESENTATION AT MEETINGS**

- a) **Village Hall**: AP attended meeting. The Village Hall will be conducting more fundraising
- b) **Parish Partnership Panel**: No update.
- c) **Standards Committee**: No update.
- d) **KALC Area Committee**: No update.
- e) **Trosley Liaison Group**: No update.

**63/25] CORRESPONDENCE/CONSULTATIONS**

a) For Information

- 1] Joint Transportation Board: 8 September 2025
- 2] Parish Partnership Panel: 28 August 2025
- 3] Joint Standards Committee: 19 January 2026
- 4] KALC: 17 July 2025
- 5] Trosley Liaison Group: 8 October 2025

**64/25] ITEMS FOR THE NEXT MEETING**

Rouses Farm

**65/25] ANY CONFIDENTIAL MATTERS**

Nothing to consider.

**66/25] DATE OF THE NEXT MEETING:**

The next Parish Council Meeting will be 4 September 2025

There being no other business the meeting closed at 9.45pm

Chairman .....

Date.....