

11/17

**MINUTES OF TMEETING OF THE PARISH COUNCIL TO BE HELD  
ON TUESDAY 21st NOVEMBER 2017 IGHTHAM VILLAGE HALL AT 7.30pm**

Present: Cllr Willingham (Chair), Cllr Holden (Vice Chair), Cllr Brierley, Cllr Cracknell, Cllr Edge-McKenna, Cllr Edwards, Cllr Hall, Cllr Mitchem, The Parish Clerk, Borough Cllr Betts and 4 members of the public.

- 1. **APOLOGIES FOR ABSENCE** Cllr Brewer
- 2. **DECLARATION OF INTERESTS** Cllr Mitchem raised a potential interest in relation to the Scout Hut project as one of the Scout leaders acts as her personal financial advisor. It was agreed that Cllr Mitchem could participate in discussions and vote.
- 3. **MINUTES** The Minutes of the Meeting held on 17 October 2017 were approved and signed as a true record with one typographical amendment.
- 4. **UPDATE FROM BOROUGH COUNCILLOR** Cllr Betts reported that there had been a significant development in the Local Plan due to a revised methodology from the Government in determining housing needs. The Government has decided that the methodology needs to be standardised throughout all Boroughs and this is being considered at the moment. The implication for TMBC is that the standardised method would potentially mean that TMBC would have to increase the number of houses by 859 per year, not 690, i.e., an additional 3,000. TMBC thinks that this increased number is undeliverable and had written a response to the Government. If the Local Plan were to be submitted by 31<sup>st</sup> March 2018 the increased figure wouldn't apply, however having the Local Plan in place by that date is not achievable due to statutory requirements therefore TMBC may have to look at re-consulting and re-examining some of the sites that had previously been discounted. We await further details.  
The Waste Services Contract will be renewed in March 2019 and TMBC are looking to improve the waste collection service. There won't be a full public consultation although details of the proposed service will be sent to Parishes for consideration. The details are yet to be agreed but the outline proposals are for more recyclables, including plastic and glass, to be collected from the kerbside. Green garden waste will be charged. Some members of the public raised a concern about fly tipping of garden waste although Cllr Betts was of the opinion that for the relatively small charge it would not be worth someone risking the inconvenience and /or the hefty fine.
- 5. **UPDATE FROM COUNTY COUNCILLOR** - None
- 6. **PUBLIC** A member of public reported that a school parent had left their car in the middle of Oldbury Lane whilst they dropped off their child, blocking the road. Another resident said that their driveway was frequently blocked at school pick up and drop off times. The Parish Clerk said that the Headmaster frequently reminds parents to be respectful when parking but agreed to put some wording together to go into the parish magazine.

**7. PLANNING APPLICATIONS**

**Planning Applications**

- 17/02935/FL** - Woodlands, Coach Road, Ivy Hatch, Sevenoaks, Kent, TN15 0HD. Demolition of existing dwelling and outbuildings and replacement with new dwelling with double garage, guest accommodation, pool house and replacement swimming pool – “No objection.”
- 17/02912/LRD** - Holly Tree Cottage, Redwell Lane, Ightham, Sevenoaks, Kent, TN15 9EE. Details of conditions 2 (materials) and 3 (joinery) pursuant to Listed Building planning permission TM/17/02259/LB (Listed Building Application: Erection of an oak framed garden room to rear elevation) – “No objection.”
- 17/03020/TNCA** - 4 Old Cottages, Spring Lane, Ightham, Sevenoaks, Kent, TN15 9DL T1 Silver Birch - Remove stem growing against Horse Chestnut adjacent. A long stump (1ft) will be left to prevent decay into main trunk - . “No objection.”
- 17/02979/TPOC** - 1 Fen Meadow, Ightham, Sevenoaks, Kent, TN15 9HT. G1 Poplar x 3 - fell to 1 metre from ground level, bevel edges of stump and T2 Turkey Oak - crown lift to 5 metres and reduce back lateral growth from properties (numbers 3 and 4) by approximately 2 metres. “No objection.”
- 17/02961/TNCA** - Charters, Tonbridge Road, Ightham, Sevenoaks, Kent TN15 9A.T1 Horse Chestnut - fell and G2 Sycamores x4 – fell. “No objection.”
- 17/03086/TNCA** - The Rectory Bates Hill, Ightham, Sevenoaks, Kent, TN15 9BG. Group of small mixed species trees on right hand corner of house (no more than 5 metres tall): Fell trees - final cut to be made as close to ground level as is reasonably practical. “No objection.”
- 17/03072/FL** -.15 Spring Lane ,Ightham, Sevenoaks, Kent, TN15 9DN Single storey rear extension. “No objection.”
- 17/03049/FL** The Coach House, Upper Brooms, Common Road, Ightham, Sevenoaks, Kent, TN15 9ED - Demolition of the Coach House and associated outbuildings and erection of a new two storey 4-bedroom house, together with re-location of swimming pool, car parking, landscaping and associated works (Resubmission of TM/17/01779/FL). “No objection, we leave it to TMBC to determine whether this is in accordance with planning policy.”

Signed: .....Date:.....

**17/02883/LRD** - The Old Forge, Sevenoaks Road, Ightham, Sevenoaks, Kent, TN15 9AA. Details of conditions 2 (materials) and 3 (joinery) pursuant to Listed Building planning permission TM/16/02712/LB (Listed building application: Demolition of glazed link and larder, construction of a kitchen extension and covered link and internal alterations) "No objection."

**17/03136/LB** - Ivors, High Cross Road, Ivy Hatch, Sevenoaks, Kent TN15 0NR Listed Building Application: Internal alterations to convert attached garage to living space with new external wall and windows to replace garage doors. "No objection."

**17/03135/FL** - Ivors, High Cross Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NR. Replace garage doors with new rendered wall and windows. "No objection."

**17/03138/FL** - 10 Common Road, Ightham, Sevenoaks, Kent, TN15 9DY. Rear single and two storey extensions, alterations to side extension, roof lights to rear and front porch. "No objection."

**TM/17/03180/TNCA** - Ightham Warren, Tonbridge Road, Ightham, Sevenoaks, Kent TN15 9AP. T4 Acacia - dismantle declining tree as close to ground level as possible, T1 Beech - Thin crown to remove approximately 25% of live branches to reduce risk of branch, stem or root failure. Most thinning cuts will be between 0.25 and 3 centimetres in diameter. Work is required due to excessive dieback in the crown. T2 Cherry - dismantle as close to ground level as possible as tree is dead. T3 Pine - dismantle as close to ground level as possible due to the tree having a buried root collar and a large fungal bracket at the base. "No objection."

**TM/17/03220/TNCA** Church Cottage, Fen Pond Road, Ightham, Sevenoaks, Kent TN15 9JD. T1 Mature Cherry Tree - to reduce in height by approximately 3.5 metres and prune remaining crown to shape, taking care to prune to live secondary growth and maintaining even, balanced shape appropriate to species. T2 Magnolia Grandiflora - to reduce height to below house and reduce front as much as is practical. "No objection."

### Planning Applications approved

**17/02602/TNCA** - T1 & T2 & T3 Sweet Chestnuts to coppice these trees – Copthall, Ismays Road, Ightham, Sevenoaks, Kent, TN15 9BB.

**17/02445/FL** - Amendment to roof to include roof lights to the front and rear - 12 Durlings Orchard, Ightham, Sevenoaks, Kent, TN15 9HW.

**17/02717/TPOC** - 37 Nutfields, Ightham, Sevenoaks, Kent TN15 9EA. Maple; Prunus; Oak; Shadbush; Silver Birch; Oak; Cedar; Cherry and Black Cherry Plum all to be pruned by 25% . Permission not required

## 8. MATTERS ARISING

**Kent Highways** – items to be reported: Gullies by Crown Point still blocked. Bollards by Common Road and Oldbury Lane out. Closure Old Lane, Ightham – from 2 January 2018 for up to 5 working days (gas works).

**Highways Matters** – Radar Survey – We are awaiting the results. The radar on Fen Pond Road was delayed due to road works but will remain in situ for longer.

**MR418** – Signage – The Parish Clerk has been in touch with KCC PROW who are going to chase up the new signage.

**Proposed new Scout Hut/Pavilion**– The Parish Clerk had written to the Scouts with details of the Parish financial contribution and conditions and proposed terms of the lease. On legal advice the Parish Council had proposed a 21 year lease. Mr Murray, on behalf of the Scouts, requested that the lease should be a lot longer due to the cost of the new building and asked that the Parish reconsider the length of the term, ideally 99 years which would be commensurate with the investment. Cllr Holden said that 21 years had been proposed by the lawyers to protect the parish interest however this should not be viewed as a commercial relationship as the building would be a community facility. The Scouts are looking for security of tenure and feel that 21 years would not justify the cost of the build. Cllr Willingham asked whether the Scout Association recommend a term. Mr Murray said that there was no precedent but in most cases a building would revert to The Scout Association if the Scout group ceased, whereas they proposed an amendment to say that the building would revert to the Parish Council in such circumstances. Various questions were asked and it was decided that Cllr Holden, Cllr Willingham and the Parish Clerk would get together to discuss.

**Ightham Cricket Club** – Nothing to report.

**Busty Stream/ Flooding** –The Flood Forum Group recently met and 20-30 residents attended. The group are putting together a schedule of riparian owners with a view to forming working groups. A question was raised about ownership of the retaining wall outside Ightham Place and the Parish Clerk was asked to write to the owners asking for clarification.

**Lease for Tennis Club** - Draft terms proposed by the Tennis Club are with Warners and we are awaiting comments.

**Recreation Ground** – The gate post to school path will be fixed this week. Football posts have yet to be repainted. One of the footpath lights are flickering, Cllr Willingham will ask the electrician to have a look, the lights should still be under guarantee. The Tennis Club have requested lights to the tennis courts and it was agreed that this could be done when the new scout hut is built as they will also need lighting

Signed: .....Date:.....

**Broadband** – Nothing to report.

**Christmas Tree** – Due for delivery on the 16<sup>th</sup> December, the Parish Clerk has written to the residents to let them know.

**Judicial Review of Ightham Court Gardens** – We are still waiting to hear the outcome.

**Request from Cllr Brewer to become our KALC representative** – It was unanimously agreed that Cllr Brewer could represent Ightham at the KALC meetings.

**Parish Alliance** – The following wording was agreed to send to the Parish Alliance:

“Further to all the recent correspondence from the Parish Alliance regarding Borough Green Garden City and the Western Extension, Ightham Parish Council would like to clarify our position as part of the Parish Alliance. As no formal application for either project has been submitted it is not appropriate for us to support the position that 'goodwill' will be engendered in relation to a Western Extension if H+H refuse permission for a relief road to cross their land and thus halt the BGGC Plans. Ightham Parish Council would judge any future application for a Western Extension on its merits and in any case would only be a consultee, not a decision maker.”

## 9. FINANCE

**Online banking** – Cllr Holden had reviewed the papers from Natwest and concluded that the security wasn't in line with our Standing Orders. The Parish Clerk was asked to ask other Parishes and KALC how they do online banking.

The following accounts were submitted for payment: Proposer Cllr Hall, seconder Cllr Cracknell

|   |          |
|---|----------|
| Parish Clerk Salary & Expenses                          | £658.24  |
| Gel Creative - Website October                          | £35.00   |
| Poppy Wreath  | £50.00   |
| Heart of Kent Hospice                                   | £200.00  |
| JH Gardening Services Ltd                               | £440.00  |
| Warners Solicitors                                      | £110.40  |
| Village Hall Hire Fees                                  | £240.00  |
| AllPolished   | £50.00   |
| Anthony Edwards – Maintenance to Ightham Church Grounds | £1103.60 |
| Anthony Edwards – Maintenance to Parish Council Grounds | £407.80  |

Financial position at 31 October 2017: Current account: £4,030.72 (excluding unrepresented cheques)

Deposit account: £195,824.61

## 11. CORRESPONDENCE

**Invitation to Leybourne Grange Riding Centre Nativity** – No-one is available to attend but it was agreed that we would make a donation of £50.

**Budget Consultations 2018** – no response

**2018 Boundary Review of parliamentary constituencies** – We have some concerns about the changes as it is proposed that Ightham becomes part of Sevenoaks. Parish Clerk to write to our MP to find out the implications.

**Parish Council Precept 2018 - Budget 2018/9** – Cllr Holden, Cllr Hall, Cllr Willingham and The Parish Clerk to get together to go through the figures to come up with a budget proposal.

**EDF Contract Renewal** – We have received a letter to say that the electricity charges on the pavilion would increase by £10 per quarter unless we sign up for a fixed term contract. Parish Clerk to look into alternative suppliers. We don't want to sign up for a fixed term due to the Scout building

**Invicta Law** – Parish Council Legal Services – We have received a letter about a fixed fee service. Parish Clerk to ask whether Warners offer anything similar.

**New Data Protection Regulations (GDPR)** – Parish Clerk to read the new guidelines and attend the KALC seminar in January.

## 12. AOB

Cllr Cracknell reported that if anyone takes out an Insurance policy with Ecclesiastical Insurance they would donate £130 to the local church.

Cllr Edge-McKenna said that the cubs are looking for activities in the village – it was suggested that they could do weeding/litter picking in the recreation ground.

Cllr Willingham had attended the Memorial service and said that it was very well attended.

The meeting closed at 9.40pm

Signed: .....Date:.....

10/17

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD  
ON TUESDAY 17th OCTOBER 2017 IGHTHAM VILLAGE HALL AT 7.30pm**

Present: Cllr Willingham (Chairman), Cllr Holden (Vice Chairman), Cllr Brewer, Cllr Brierley, Cllr Cracknell, Cllr Edge McKenna, Cllr Edwards, Cllr Hall, Cllr Mitchem, The Parish Clerk and 5 members of the public.

**1. APOLOGIES FOR ABSENCE**

Cllr Betts

**2. DECLARATION OF INTERESTS**

None

**3. UPDATE FROM BOROUGH COUNCILLOR**

None

**4. UPDATE FROM COUNTY COUNCILLOR**

None

**5. PLANNING APPLICATIONS****Planning Applications**

**TM/17/02445/FL** 12 Durlings Orchard, Ightham, Sevenoaks, Kent, TN15 9HW. Amendment to roof to include roof lights to the front and rear. "No objection."

**TM/17/02602/TNCA** Copthall, Ismays Road, Ightham, Sevenoaks, Kent, TN15 9BB.T1 & T2 & T3 Sweet Chestnuts to coppice these trees. "No objection."

**TM/17/02453/FL** South View, Fen Pond Road, Ightham, Sevenoaks, Kent TN15 9JF. Demolition of existing timber framed and weather boarded stable block, construction of a single storey self-contained habitable annexe with ancillary areas. Re-designation of residential and agricultural land use by land area swap. "No objection."

**TM/17/02717/TPOC** 37 Nutfields, Ightham, Sevenoaks, Kent, TN15 9EA. Maple; Prunus; Oak; Shadbush; Silver Birch; Oak; Cedar; Cherry and Black Cherry Plum all to be pruned by 25%. "No objection."

**TM/17/02753/RD** Two Willows, Jubilee Crescent, Ightham, Sevenoaks, Kent TN15 9AE. Details of conditions 2 (materials) and 7 (landscaping) submitted pursuant to planning permission TM/17/01840/FL (Demolish existing dwelling and erection of replacement dwelling). "No objection."

**Planning Applications approved**

**TM/17/02500/AGN** Prior Agricultural Notification: A 4 Bay Hay and Straw storage building required for Cattle feed as part of existing agricultural business. Ruffits Farm, Fen Pond Road, Ightham, Sevenoaks, Kent TN15 9JF.

**TM/17/02169/NMA** Non Material Amendment to planning permission TM/14/00182/FL (Retention and replacement of existing buildings to create a small business centre, comprising 6 buildings (10 separate units) and a works storage facility including 2 replacement sheds and open storage area. Associated works include removal of the existing weighbridge, rubble bund, landscaping works and alteration of internal site access arrangements): Revision to siting, design, cladding and fenestration of main office building. Cricketts Farm, Borough Green Road, Ightham, Sevenoaks, Kent TN15 9JB.

**TM/17/02156/FL** Single storey rear extension. Quetta, Common Road, Ightham, Sevenoaks, Kent TN15 9DY.

**TM/17/02151/TNCA** Fell Eucalyptus and replace with fruit trees. Three Firs, Ismays Road, Ightham, Sevenoaks, Kent TN15 9BB.

**TM/17/02109/LDP** Lawful Development Certificate Proposed: Loft conversion, including hip to gable roof, rear facing dormer and 3 roof lights. Quetta, Common Road, Ightham, Sevenoaks, Kent TN15 9DY.

**TM/17/02103/TNCA** Fell 5 Leyland Cypress trees to allow space for building works. The Old Forge, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 9AA.

**TM/17/02041/FL** Single storey rear kitchen extension and first floor side extension. Springfields, 7 Tebbs Way, Ightham, Sevenoaks, Kent, TN15 9BJ.

**TM/17/01999/TPOC** T1 - Dead stem, heavily clad in Ivy to fell to ground level. T2 - Tall Ivy clad Sweet Chestnut with an acute lean towards the property to dismantle to ground level and T3 - Medium height Ivy clad Sweet Chestnut with an acute lean into the garden to dismantle to ground level. 65 Nutfields, Ightham, Sevenoaks, Kent TN15 9EA.

Signed: .....Date:.....

**TM/17/01840/FL** Demolish existing dwelling and erection of replacement dwelling. Two Willows, Jubilee Crescent, Ightham, Sevenoaks, Kent, TN15 9AE.

**TM/17/01812/LB** Listed Building Application: Alterations to internal wall enclosing bedroom 2 and construction of new internal wall to enclose bedroom 5. Existing doors and door frames retained and reused as part of the works Ightham Place, The Street, Ightham, Sevenoaks, Kent, TN15 9HJ.

**TM/17/01807/MIN** Application for determination of New Conditions pursuant to the Environment Act 1995: Section 96 and Schedule 14 (KCC ref: KCC/TM/0142/2017). Celcon Blocks Limited, The Ightham Sandpits, Borough Green Road Ightham, Sevenoaks, Kent, TN15 9JB.

**TM/17/01449/RD** .Details pursuant to condition 3 (landscaping), 4 (site levels) and 5 (watching brief) pursuant to planning permission TM/16/01822/FL (Demolition of existing bungalow and replacement dwelling). Half Acre, Coach Road, Ivy Hatch, Sevenoaks, Kent TN15 0PF.

6. **MINUTES** of the Meeting held on 19 September 2017 were approved and signed as a true record of that meeting.

## 7. **MATTERS ARISING**

Kent Highways – items to be reported: We have received a message from Kent Highways to say that the dog kennel at Chapel Row has had a notice to remove it within 48 hours put on it.

Trees along A25 between Coach Road and Common Road leaning into the road; trees on footbridge need cutting back; blocked drain near Leathercote Corner; trees leaning opposite The Chequers. There are road works at Seal Chart for the next 8 weeks to lay a new water main.

**Highways Matters** – Update - Radar Survey – The Parish Clerk and Chairman are meeting with the engineer on 18<sup>th</sup> October to choose the best locations with a view to the radar being installed on 30 October for 2 weeks.

**MR418** – Signage – Sign on Old Lane still covered in paint and the new sign has not yet been put up. Parish Clerk to chase up.

**Ightham Cricket Club** – Update - Nothing to report.

**Busty Stream/ Flooding** – Update on Flood Forum – The next meeting will be on 16<sup>th</sup> November in the George and is for all residents / riparian owners to give them an update. A letter has been drafted to the Stakeholders and is about to be sent. James Hayward has been asked to clear the Busty.

**Lease for Tennis Club** - Parish Clerk to check Tennis Club amends to the lease with our lawyer

**Recreation Ground** – Trees/ Football posts/ Car Park/ Rospa repairs/ lights/Gate post to school path. All tree work identified in the visual tree assessment has now been carried out along with some additional emergency work near to the entrance to the car park. The Football Posts have now been made safe and the Football Club have agreed to paint the posts. The Headmaster at Ightham Primary School had written to The Parish Clerk to request that white lines are put on the car park surface to alleviate some parking issues. Rodney Chartres had responded to say that the addition of white lines probably wouldn't improve parking and also the surface was not suitable for painting. A fence post needs repairing in the playground, this is in hand. The lights are now working and will be on from dusk until dawn during the winter months. We have an unmetered supply agreement for the electricity. The gate post by the multi-skills court needs repairing and this is also in hand.

**Broadband** – Nothing to report.

**Poppy Wreath** – The Parish Clerk has ordered a Wreath from the Royal British Legion, it cost £17 and it was unanimously agreed that we would make a donation to make it up to £50.

**Christmas Tree** – Cllr Hall agreed to ask Fairlawne whether we would have a Christmas Tree. Parish Clerk to ask residents whether they would be able to decorate the tree and have it in their garden.

**Judicial Review** –The wording for the Witness Statement had been circulated and agreed. The Chairman and Parish Clerk signed and dated the Statement which will be passed to Mrs Parker for the Judicial Review.

**Local Plan/ H&H Celcon/ Borough Green Garden City** – Cllr Brewer had attended a meeting of the Parish Alliance which had discussed the Borough Green Garden City (BGGC) development and the H+H Celcon Western Extension. BGGC is in the Local Plan but will only go ahead if the relief road goes ahead, this will depend on the landowners giving their permission. Cllr Taylor suggested that if H+H refused permission for the relief road to cross their land then BGGC would not be able to go ahead. Cllr Taylor indicated that this would engender goodwill from Parishes which would be used to support the Western Extension. Cllr Brewer had sent a response to Cllr Taylor to say that the Western application and BGGC should be treated separately and that as no formal application for either has been submitted therefore it was not appropriate for us to comment on. In any event, Ightham would not necessarily support an application for the Western extension and would only be a consultee on such an application therefore having little influence on any decision. It was agreed that the Parish Clerk would write to H+H Celcon and The Parish Alliance to say that Ightham Parish Council are not supporting this point and would be judging any future application on its merits.

Signed: .....Date:.....

Cllr Willingham had also received a draft letter to go into our Parish Magazine about the proposals for BGGC and the Western Extension but it was agreed that it wasn't appropriate for this to be published without any formal application being submitted.

**Approve and Sign off Emergency Report** – The amendments that had been circulated prior to the meeting were agreed.

**Proposed new Scout Hut/Pavilion**– Update (This item was moved to the end of the meeting at the discretion of the Chairman due to commercially active information being discussed and members of public will be excluded)

## 8. FINANCE

Completion of forms for online banking – Cllr Holden took the forms to check the procedure and look at 'gatekeeping'. It was agreed that The Parish Clerk, Cllr Holden and Cllr Hall should be given authority to do online banking.

Annual Review completed – The accounts were signed off by the external auditor with one except for matter which was that the previous years' expenditure should have been restated to take into account £600 cheques that hadn't been cashed. Parish Clerk to pass a copy of the form to Cllr Holden.

The following accounts are submitted for payment: Proposer Cllr Brewer, Seconder Cllr Mitchem

|   |           |
|---|-----------|
| Parish Clerk Salary & Expenses  | £527.70   |
| Gel Creative - Website October  | £35.00    |
| KALC – Finance Conference Fees (50% shared with Shipbourne PC)                                  | £36.00    |
| JH Gardening Services – Grass Cutting - Reissue of unbanked cheque from April 2017 (Cancel chq) | £180.00   |
| JH Gardening Services – Grass Cutting – September grass cutting                                 | £580.00   |
| PKF Littlejohn – Annual Review (Inc VAT)  | £480.00   |
| Anthony Edwards - Maintenance to Ightham Churchyard   | £551.80   |
| Anthony Edwards – Maintenance to Ightham Parish   | £407.80   |
| TreeAbility – Tree work following Visual Tree Assessment (inc VAT)                              | £1,742.40 |
| RBS Electrical Contractors Ltd – Connection to path lights                                      | £193.20   |

Financial position at 30 September 2017: Current account: £8,696.87 (including £310 unrepresented cheques)

Deposit account: £195,822.89

## 9. REPORTS FROM MEETINGS: Parish Alliance/ KALC/PPP – See above

## 10. CORRESPONDENCE

Parish Charter – Draft Charter (details circulated) - Patrick Thomas, Chair of KALC, comments on the draft Parish Charter had been circulated and it was agreed that everyone was happy with his suggestions for amendments. Parish Clerk had replied to him to say so.

Ightham Village Hall to be used as a Welfare Centre – TMBC had asked whether we were happy for Ightham Village Hall to be used as a Welfare Centre in an emergency, it was agreed. Parish Clerk to respond accordingly.

Heart of Kent Hospice – Request for donation – It was agreed that we would donate £200. 2 residents from Ightham have been in receipt of care from the Hospice this year.

Powers of PCSO's. – These have been circulated.

KALC Minutes 12<sup>th</sup> October 2017 – Parish Clerk to circulate.

KCC Budget Consultation 2018 – Draft Budget Strategy 2018-9 – Estimated increase in Council Tax for Band C properties will be 3.99% (£41.84 per year). IPC to put budget on the Agenda for November.

KALC Community Awards Scheme 2018 – It was agreed that we would participate in the scheme and a suggestion was put forward for a nominee which was agreed. Parish Clerk to complete the application.

DCLG Consultation on proposals to strengthen rules to prevent anyone found guilty of serious crimes from serving on local councils. These would not be retrospective.

## 11. AOB

Cllr Hall had received contact from a member of public about the Travellers at Old Lane. Nothing can be done for another year.

Cllr Hall also asked about lorries coming along Back Lane and Ismays Road despite the signs. The Parish Clerk reported that there is a movement towards directing lorries away from country lanes although it is sometimes unavoidable due to deliveries. There will be an update at the next JPCTCG meeting on 23<sup>rd</sup> November.

Signed: .....Date:.....

The Parish Clerk was also asked to chase up the 20mph speed limit along Oldbury Lane. As we understand it, the reduced limit has been agreed but Highways were having difficulties finding somewhere to put the signs. Cllr Willingham reported that TMBC have just put new yellow lines in the village hall car park and new signage. He attended a village hall meeting last week; they have £1,300 working capital but need to carry out some repairs to the boiler. He thanked the Parish Council for their contribution towards the electricity bill and the new store room which now houses all of the chairs.

## 12. PUBLIC

A member of public congratulated Highways on their prompt action to repair the pot holes in Common Road. A members of public asked why a post and rail fence hadn't been put along the car park instead of the beech trees as it would have meant less maintenance. The trees were initially planted to provide a screen from the recreation ground to the car park and also it may be necessary for there to be some direct access once the Scout Hut works begin.

Members of Public were asked to leave the meeting went into closed session. This was to discuss the quotes for the Scout Hut which contained commercially sensitive information. During the session it was agreed by a vote of 5:4 that that the Parish Council would contribute a further £80,000 towards the Scout Hut, having spent £20,000 already. The contribution would be contingent on the following conditions:

The building works do not start until ALL funding is in place and we would need to see evidence of that

The Scouts have a contingency fund of 10%

The Payment would be given in stages and used for interim payments.

The contribution from the Parish Council was decided on the basis that the pavilion would have to be demolished and we have already committed to that. We also need to provide facilities that could be used by the football club. This amount committed would cover these elements of the works and the remainder would be a contribution towards a project which would be of benefit to many members of our local community. We are permitted to make such a contribution under S.19 Local Government Act 1976.

The lease was discussed and it was agreed that:

The Scout Association Trust Corporation would be the Tenant

The length of the lease should be reduced from 125 years – Parish Clerk to take advice on this

There would be a peppercorn rent of £10 per year with a 7 year rent review

A separate licence should be created for the football club

Subletting should not be allowed

The Parish Council would insure the building

The Parish Council should be notified of any maintenance/decorating/repairs and consent should not be unreasonably withheld.

A marked up version of the lease will be send back to the Scouts for further negotiation and we would like to reach agreement on clauses before passing to the lawyers in order to keep costs down.

The meeting closed at 10.10pm.

Signed: .....Date:.....

8&9/17

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD  
ON TUESDAY 19th SEPTEMBER 2017 IGHTHAM VILLAGE HALL AT 7.15pm**

Present: Cllr Willingham (Chairman), Cllr Holden (Vice Chairman), Cllr Brewer, Cllr Brieley, Cllr Cracknell, Cllr Edge-McKenna, Cllr Edwards, Cllr Mitchem, The Parish Clerk, County Councillor Rayner, Borough Councillor Betts and 6 members of the public.

6. **APOLOGIES FOR ABSENCE** – Cllr Hall  
7. **DECLARATION OF INTERESTS** - Cllr Brewer declared an interest in the Judicial Review of Historic Englands decision to delist Parks and Gardens at Ightham Court. Cllr Bewer requested a dispensation in writing in relation to the Judicial Review. 7 of 7 Councillors voted in favour of Cllr Bewer participating in discussions and only 2 of 7 voted in favour of him being able to vote. For the next 2 years, Cllr Brewer will be able to participate in discussions but will not be able to vote on this matter.

8. **UPDATE FROM BOROUGH COUNCILLOR** - Cllr Betts reported that the recycling facility at Borough Green station was now open and that it should relieve pressure on the Ightham site. He advised that we should contact TMBC is there are any further problems with overflowing bins. There are plans to increase doorstep collections of recyclables such as glass and food waste in 2019 and further details will follow. Details of the PPP meeting have been circulated and of note is the Lorry Watch Scheme which is looking for volunteers. At the meeting there was a presentation by the Chief Inspector of Police who reported that there is going to be a restructure of the force and specific officers will be allocated to each area. Cllr Betts has requested that each area could be informed of who the Officer will be as it will improve communication and help relieve some of the 101 issues. We should be notified soon. There is also a new initiative to support village shops which gives advice about grants available. Cllr Betts had contacted TMBC about support for the new Scout Hut and was advised that the Scouts may be eligible for a BIFFA grant, they are looking for first round submissions in February 2018, Cllr Betts to provide details.

9. **UPDATE FROM COUNTY COUNCILLOR** – Cllr Rayner attended a meeting at the St Clere Estate to discuss the development of the Old Western Farmyard where they are looking to provide high speed broadband. The cost of the provision is high but can be brought down if spread between more households. The Estate has suggested that the service can be extended to residents in Fen Pond Road and Fen Meadow who currently experience low broadband speeds. St Clere are working with BT Openreach and canvassing support to see whether it is financially viable. The fibre optic cable can be brought down from the Chauser Estate to St Clere’s land and then to Fen Pond road via a tunnel under the M26. If it goes ahead the likely speeds will be 1GB per second as all cabling will be fibre optic. The cost per household will depend upon how many households sign up for the service, around 29 houses have expressed an interest so far. St Clere would deal with the trenches on their land and there would be no additional landowners to get consent from so this seems like the best proposal to date for providing high speed broadband in this area.

Kent Downs AONB are in the process of reappraising their character areas including Kemsing Vale and Sevenoaks Ridge and there is potential for some of the boundaries to be redrawn. Cllr Rayner suggested that we contact the AONB unit to say that we want to be involved. Cllr Brewer asked the Parish Council whether they would mind if he made contact with AONB, no-one raised any objection.

On Lorry Watch, Cllr Rayner said that he wasn’t aware of any issues of lorries parking in Ightham. The Parish Clerk and Cllr Cracknell said that there were issues with lorries driving through the narrow lanes having used their sat navs and that we had received reports of lorries in the vicinity of the St Clere Estate although are aware that this problem is seasonal.

The KCC portal for reporting potholes in being looked into.

Cllr Rayner said that he had £22k Combined Members Grant Scheme funding available if we had any schemes that we wished to apply for, the criteria is that the money must be spent within 1 year.

There is an outline proposal for a roundabout at the junction of Oldbury Lane and Sevenoaks Road and drawings are being done to see whether the project is feasible, we need to decide whether we would want to retain the dual carriageway. The location is now known as a “significant” accident blackspot although there have been no fatalities.

Cllr Rayner asked us to look into the Flood Risk Strategy to see whether there was anything relevant to Ightham.

There are works at Hermitage Lane over the next 4-5 months which will have an impact on our residents who are attending hospital appointments at Maidstone Hospital.

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## 10. PLANNING APPLICATIONS

### Planning Applications

**TM/17/02420/FL - Little Rosewood**, Common Road, Ightham, TN15 9AX. Demolition of existing dwelling and garage and construction of new two storey dwelling and detached garage. "No objection."

A member of public, the architect for Little Rosewood asked to speak about the plans to redevelop the house. Cllr Willingham said that the Parish Council had no objection to the application.

**TM/17/02041/FL – Springfields**, 7 Tebbs Way, Ightham, TN15 9BJ. Single storey rear kitchen extension and first floor side extension. "No objection."

**TM/17/02151 – Three Firs**, Ismays Road, Ightham, TN15 9BB. Fell eucalyptus and replace with fruit trees. "No objection providing Liz Guthrie is content."

**TM/17/02103/TNCA – The Old Forge**, Sevenoaks Road, Ightham. Fell 5 Leyland Cypress trees to allow space for building works. "No objection providing Liz Guthrie is content."

**TM/17/02156/FL – Quetta**, Common Road, Ightham, TN15 9DY. Single storey rear extension. "No objection."

**TM/17/17/02258/FL – Holly Tree Cottage**, Ightham, TN15 9EE. Erection of oak framed garden room to rear elevation. "No objection."

### Planning Applications discussed in August and approved

**TM/17/01812/LB - Ightham Place**, The Street, Ightham TN15 9HJ. Listed Building Application: Alterations to internal wall enclosing bedroom 2 and construction of new internal wall to enclose bedroom 5. Existing doors and door frames retained and reused as part of the works. Applicant: Mr & Mrs Johnson, Ightham Place. "No objection."

**TM/17/01840/FL - Two Willows**, Jubilee Crescent, Ightham, TN15 9AE. Demolish existing dwelling and erection of replacement dwelling. Applicant: Mr & Mrs Paul Southon, Fair Meadow, Basted Lane, Crouch, Borough Green TN15 8PZ. "No objection."

**TM/17/01849/TPOC - Daisyfield**, Oldbury Lane, Ightham, TN15 9DE. Oak T1 crown raise to balance and give clearance from house. Remove south side main lowest limb to improve sunlight. Trim all other branches to give maximum clearance from house. Cooper Beech T2 to crown raise to approximately 3 metres and clear around amenity lines. "No objection providing Liz Guthrie is content."

**TM/17/01999/TPOC – 65 Nutfields**, Ightham TN15 9EA. T1 Dead stem, heavily clad in ivy to fell to ground level. T2 – tall ivy clad Sweet Chestnut with acute lean towards the property to dismantle to ground level and T3 – medium height Ivy clad Sweet Chestnut with acute lean into the garden to dismantle to ground level. "No objection providing Liz Guthrie is content."

### Planning Applications approved

**TM/17/01622/TNCA Conservation Area**, Ightham, Ightham Warren, Tonbridge Road, Ightham - T1 Robinia - Fell (tree has a low union with bracket fungus attached - concern about safety).

**TM/17/01387/FL Sandyridge** Pine Tree Lane, Ivy Hatch, Kent TN15 0NJ - Proposed re-cladding, re-modelling and extension of existing dwelling including the raising of the roof level. Proposed conversion of concrete frame barn to become residential annex.

**TM/17/01355/LB TM/ 17/01354/FL Harrow Cottage** Common Road. Ightham, Sevenoaks, Kent TN15 9EB - Listed Building Application: Construction of a two storey rear extension and restoration of the listed cottage comprising internal and external alterations.

**TM/17/01322/FL Cricketts Farm** Borough Green Road, Ightham, Kent TN15 9JB. Change of use for Barn 5 from (Class B1) Office to Sports Injury Clinic (Class D1) .

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**TM/17/01191/FL Trycewell House** Trycewell Lane, Ightham, Kent TN15 9HN. Turn the oak framed garages and bedsit into a 3 bedroom house and divide it off from Trycewell House.

**TM/17/02103/TNCA The Old Forge** Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 9AA - Fell 5 Leyland Cypress trees to allow space for building works.

**TM/17/02169/NMA Cricketts Farm** Borough Green Road, Ightham, Sevenoaks, Kent TN15 9JB - Non Material Amendment to planning permission TM/14/00182/FL (Retention and replacement of existing buildings to create a small business centre, comprising 6 buildings (10 separate units) and a works storage facility including 2 replacement sheds and open storage area. Associated works include removal of the existing weighbridge, rubble bund, landscaping works and alteration of internal site access arrangements): Revision to siting, design, cladding and fenestration of main office building.

### **Planning Applications discussed in August and Refused**

**TM/17/01779/FL – The Coach House**, Upper Brooms, Common Road, Ightham – demolition of the coach house and associated buildings. Erection of replacement 2 storey 5 bedroom house with parking, relocated swimming pool, landscaping and associated works. “No objection but leave to TMBC to determine whether the proposal meets the exceptional circumstances required for MGB development.”

**Planning Enforcements** — The Parish Council has been notified of 2 enforcement cases, the details are Private and Confidential.

**H&H Celcon** - The Parish Council received a response from KCC regarding our comments on the application to determine new conditions relating to the existing mineral planning permission to say that it would not be possible to add new conditions relating to a conveyor, storage or restoration bonds. Cllr Brewer had asked the Parish Clerk to question this further but we have yet to receive a response.

6. **MINUTES** of the Meeting held on 18 July 2017 were approved and signed as a true record of that meeting.

### **7. MATTERS ARISING**

**Kent Highways** – items to be reported: All gullies near the Crown Point, Oakenhurst and Seven Wents are overgrown. Bollard at Coach Road need replacing, There is a leak on Bates Hill but Cllr Cracknell has already reported this. Pothole by Robin Hill triple manhole cover, depression outside Edgefield.

**Highways Matters** – Update - Radar Survey – The Parish Clerk has requested for the survey to go ahead and they just need confirmation of the locations. It was agreed that Bates Hill near to The Rectory towards Ightham and Fen Pond Road by the bridge in the direction of Wrotham would be the best locations.

**MR418** – Signage – Signage still hasn't been replaced. Parish Clerk to chase up.

**Proposed new Scout Hut/Pavilion**– Update - The Chairman asked for this item to be moved to the end of the meeting. This was later adjourned to the next meeting.

**Ightham Cricket Club** – Update - Nothing to report.

**Busty Stream/ Flooding** – Update on Flood Forum – Cllr Cracknell reported that residents had done a walk through the stream with Max Tant, KCC in the which helped to show what some of the issues are. The Flood Forum Group have met since and the meeting has been quite productive. There had been some issues with the pumping station downstream but these have now been resolved. At the last Parish meeting it was decided that the maintenance issue of the Busty in the vicinity of the bridge be deferred until after the Flood Forum meeting. It has been established that the riparian owner is Elim Bungalow but the property is currently up for sale. The guidance received from KCC is that the vegetation is kept cut back but only skimming silt. Even though it is not the Parish Councils responsibility, it was agreed that we would maintain this section until a new owner moves in. The group of residents in the Flood Forum Group are working as a team to identify all of the riparian owners so that the responsibilities can be shared. Cllr Willingham to ask James Hayward.

**Lease for Tennis Club** - Update - We have received some drafting on clauses requesting a minimum of a 21 year lease, the removal of a break clause and for the rent review to be index linked. The Parish Council agree to all suggestions in principle and the Parish Clerk will confirm with our lawyers that they are acceptable.

**Recreation Ground** – Trees/ Football posts/ Car Park/ Rospa/ lights – Tree works identified in the VTA have now been carried out. Cllr Willingham reported some overhanging branches by the swings and will ask James Hayward to

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remove them when next working at the recreation ground. The football posts have now been welded and the Football Club have been asked to paint them. This should mean that they are good for another couple of years but they are fixed. The school have issued a parent mail requesting that children do not swing on the posts. Cllr Willingham is meeting with an electrician on Friday about putting a timer in the box for the footpath lights, the aim is to get the lights up and running by the school event on 5<sup>th</sup> November. We have received the ROSPA playground equipment safety report and Cllr Willingham has attended to some of the repair works already. Cllr Edge –McKenna reported that the latch needed fixing on the notice board in the recreation ground and had also received a request from a parent about having markings on the car park. This would be very difficult due to the surface. The Beech hedges have been sprayed to get rid of the weeds but some of them need hand weeding. Parish Clerk to check whether this was included in James Haywards quote, they will need spraying every 6-8 weeks.

**Broadband** – There is a Government consultation on the Broadband Universal Service Obligation – [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/634016/USO\\_consultation\\_document.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/634016/USO_consultation_document.pdf) - deadline 9 October.

**Judicial Review** – Cllr Brewer reported that 5 households had requested a Judicial Review of the decision by Historic England to delist the Parks and Gardens at Ightham Court. The implication of the delisting is that it denigrates the protection around Ightham Court. Papers were submitted to Court on Tuesday 12 September. Cllr Brewer requested on behalf of the residents for Ightham Parish Council to clarify their position in the consultation process. It was agreed that the Parish Council should seek legal guidance before making a response.

## 8. CORRESPONDENCE

**Email from residents re parking in Oldbury Lane and The Street** – We have received complaints about parking in The Street and Oldbury Lane; on The Street parking is on double yellow lines and blocking the site lines near the bus stop. It has already been reported to parking enforcement and Cllr Betts said that he would pursue the matter as well. The Parish Clerk will also email TMBC on behalf of the Parish Council. In Oldbury Lane there are no double yellow lines but the concern is that parked cars would prevent and emergency vehicle getting access. Cllr Rayner said that we would need to pass a resolution to ask for double yellow lines and then refer the request to the Joint Transportation Board who recommend a variation of a road traffic order. The Parish Council were not of the view that double yellow lines were necessary.

**Email from Ightham Primary School about PC contribution for the defibrillator** – It was decided that the Parish Council would contribute £500 to the defibrillator at the school. In addition sources of funding were suggested including the Rotary Club and Sevenoaks Round Table. Cllr Rayner said that Members Grant Funding would be a possibility but the Parish Council would have to make the application. Parish Clerk to notify the Head teacher.

**Speed reductions from in and around Borough Green** (details circulated) – The Parish Council have received notification from Kent Highways about the extension of the 30mph zone, this will extend down to the junction of Borough Green Road and Ightham bypass which is currently derestricted.

**Flood Risk Management Strategy Consultation.** Deadline 8th October. Visit [www.kent.gov.uk/localfloodrisk](http://www.kent.gov.uk/localfloodrisk)

**Parish Charter** – A new draft Charter has been circulated and KALC are encouraging all Parishes to sign up to it. (Details circulated). Any comments should be submitted to KALC by mid-October.

**Request from Ightham PSA about having a circus on Ightham Recreation Ground** – It was agreed that the PSA could use the recreation ground for this fund raising initiative which will be in 2018. It is a pop up circus and the Parish Council are not expected to pay for it.

**KALC Minutes and Local Plan presentation** (details circulated)

**PPP Minutes** (details circulated)

**Closure of North Farm Recycling Centre from 18 September for 10 weeks** – This may impact us in that the queues at Sundridge may be longer than usual.

**Rights Of Way Consultation** – Parish Clerk to pass hard copy survey to Cllr Brierley

## 9. FINANCE

The Parish Clerk asked whether she could initiate the process for setting up online banking – Agreed.

The following accounts are submitted for payment: Proposer Cllr Brewer, seconder Cllr Cracknell.

|  |           |
|--|-----------|
| Parish Clerk Salary & Expenses   | £539.90   |
| Gel Creative - Website (August & September)                                    | £70.00    |
| Rospa – Playground Inspection  | £100.80   |
| Robert Lee –Amies – Work in Village Hall, Rec and War Memorial (July & August) | £827.05   |
| Ightham Village Hall – Rental  | £240.00   |
| JH Gardening Services – Grass Cutting  | £600.00   |
| Latitude – Professional Fees – Scout Hut                                       | £2,640.00 |

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|  |                  |
|--|------------------|
| Anthony Edwards – Ightham Churchyard Maintenance                                       | £1,102.40        |
| Anthony Edwards – Maintenance to Parish Council owned land                             | £203.60          |
| South East Water – Water rates at Pavilion   | £22.77           |
| Data Protection Renewal  | £35.00           |
| EDF – Electricity at Pavilion  | £26.49           |
| Woodworks Services UK – Post and rail fencing and clearing old fencing                 | £1,510.50        |
| A Willingham – Works to village hall storeroom   | £1,135.20        |
| R Willingham – Reimbursement for welding to goal posts in recreation ground            | £40.00           |
| GA Willingham – Hire of generator for welding works to goal posts in recreation ground | £76.80           |
| Allpolished Accounting! – New accounting workbook                                      | £180.00          |
| <b>TOTAL</b>   | <b>£9,350.50</b> |

**Income**

|   |            |
|---|------------|
| Allotment Rent                          | £100.00    |
| VAT Refund                              | £17,463.62 |
| Precept – Second Instalment (4/09/2017) | £58,474.50 |

Financial position at 31 August 2017: Current account: £7,603.13 Deposit account: £147,346.91. Cllr Holden checked the bank statements against these figures.

**10. AOB**

Cllr Willingham reported that the Archive was officially opened on 9<sup>th</sup> September and had been well attended by 20-30 parishioners. A card will go onto noticeboards informing people when it will be opened. He also said that he was trying to find out who owned keys to the cupboards in the lower village hall as the Parish Council could use them to store planning applications.

It was agreed that the meetings should start at 7.30pm. Standing Orders to be amended.

The meeting closed at 9.30pm.

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7/17

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD  
ON TUESDAY 18th JULY 2017 IGHTHAM VILLAGE HALL AT 7.15pm**

**Present: Cllr Willingham (Chair), Cllr Brewer, Cllr Brierley, Cllr Cracknell, Cllr Edge-McKenna, Cllr Edwards, Cllr Holden, Cllr Mitchem, The Parish Clerk, County Councillor Harry Rayner and 7 members of the public including Mr Jason Murray and Mr James Reid from Ightham Scouts.**

Cllr Willingham invited Mr Jason Murray and Mr James Reid to speak on behalf of the Scouts at the beginning of the meeting. They had been sent a list of questions from Parish Councillors in advance and had forwarded drawings of the current proposed Scout and Football Pavilion. They addressed the questions in turn and the main points of the discussion are as follows:

The estimated cost of the build is £550k and this was based upon a desk top exercise by a quantity surveyor. Whilst this is much more than they originally planned to spend, the costs have been reduced considerably from the original design. Compared to other similar projects; Ide Hill Football Pavilion (£400k), Potters Mead (£400k) and Platt Village Hall (£800k) this estimate does not seem excessive considering that they have to do ground works as the building is built into the slope at Ightham Recreation Ground. They have tried to reduce the costs as much as possible.

Value engineering has been carried out with the help of local experts who have given their ideas. The amended plans and reduction in the size of the building has halved the original estimate. The new plans have had permission granted in October 2016 and they hope that they can reduce the costs even further and welcome any suggestions on cost savings.

Funds raised to date include: £100k plus £15k (which will be kept in reserve for cost overrun), confirmed matched funding of £120k, £25k from a private benefactors plus offers of materials which they estimate to be worth £100k. They have looked into grants but need to have an agreed lease in place before exploring the options further. They have approached The Lottery but we are in too affluent an area to qualify.

The source for matched funding remains confidential but there is no time scale and matched funding start from now, there are no obligations in return for securing the funds. It comes from a trusted source and money laundering due diligence has been carried out.

The tender exercise is almost ready to go, they are just waiting for final input on the heating before they can start the process. They are looking at 5 different companies, some of whom are local. They are hoping that they will have an accurate build cost by September 2017.

In achieving the shortfall, the Scouts had assumed support from the Parish Council, once there is an offer on the table, the build cost is confirmed and the terms of the lease are agreed then they have something to aim for. The committee will have personal liability for the build costs so are reluctant to start until all funding is secured. They feel that one these factors are in place, setting a start date will enable some serious fund raising to start, aiming for October 2017.

Cllr Willingham said that the Parish Council would discuss this in closed session at the September meeting and come up with a proposal for the terms of the lease and PC funding support.

Cllr Holden said that our budget hadn't allowed for a significant contribution towards the project for 2017/8 but that we would be able to contribute something. We have already spent money on the planning fees (c. £17.5k) and part of the cost of the project will include the demolition of the pavilion which the Parish Council should bear, these will both be taken into consideration when deciding on the Parish Council contribution. If the project doesn't go ahead, the pavilion will need to be replaced at some point as it is at the end of its life, this will mean a significant capital expense to the Parish Council.

Cllr Willingham said that he believed that the build could be done cheaper, Mr Murray said that he would welcome any suggestions and would happily share the tender pack. He also said that he hoped that the competitive tender process would drive down the cost.

As regards the lease, it needs to be marked up by the Parish Council. It is based on a standard Scout lease although the legal advisors and Scout Trustee Group only look at the final versions, they have no further input.

As regards the size of the building, the new hall would provide a custom made hall suitable for meetings and indoor activities, a kitchen and changing rooms (mainly for the Football Club). The location is ideal as there is parking, good access, the woods and recreation ground for activities and it's a reasonable distance from neighbours. The existing hall has no heating, is damp and the hall is small and at the end of its life. Access is also poor. They have considered the village hall but the hire cost is an issue, there are restrictions on availability and storage, security and flexibility on usage aren't adequate. It is also next door to a licensed venue and there is no outside space for activities and nowhere

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to leave tents etc to dry. There are no other suitable alternative sites. All leaders are volunteers and they are looking for a solution that would not adversely impact on their workload.

In terms of other use of the new Scout building, while there is a willingness by the Scouts to add to the community in as broad a way as they can, there are some limitations in terms of the VAT position. Given the impact of having an additional 20% VAT cost would have on the overall build cost it is imperative that this position is carefully managed. VAT exemption will be available providing the building is used almost exclusively for charitable purposes. With the help of our local MP, the Scouts have had confirmation from HMRC that they need to be able to show that 95% of usage will be for charitable activities. There are specific methodologies for calculating this usage level where, for instance the football club are using only part of the building and these have also been agreed in principle with HMRC. Within these constraints the Scouts are open to allowing the building to be used for other purposes (up to the 5% limit) including use by the football club, ad hoc use by the school (e.g. for sports day) and other similar activities. Some of these may in fact be charitable and so would not form part of the 5% but this would need to be carefully monitored on an ongoing basis. The Scouts are a voluntary organisation funded largely by donations but, while donations in respect of the Scout building are being sought, they would not expect to charge for use of the Scout building per se as this could, of itself, cause VAT issues (as well as potentially competing with the village hall which is not the intention). In terms of what they are looking for from the Parish Council; the cost of demolition of the pavilion, estimated at £60k plus replacement value of the facilities that would be utilised by the Football Club which equates to roughly 30% area estimated at approx £150k. Contributions from other Parish Councils for similar projects include: £200k from Borough Green PC towards Potters Mede, £100k from Platt PC towards the village hall. These were partially funded by capital loans from the Public Works Loan Board (PWLB). Cllr Rayner confirmed that the PWLB is often used by Parish Councils for these types of projects and that the initial approach will need to be made via The Kent Association of Local Councils (KALC). This option would be a possibility for the Parish Council although hasn't been discussed to date

Mr Reid confirmed that the building would be used by 80-100 young people per week.

Cllr Willingham thanked Mr Reid and Mr Murray for coming along.

**11. APOLOGIES FOR ABSENCE – Cllr Hall**

**12. DECLARATION OF INTERESTS -None**

**13. UPDATE FROM BOROUGH COUNCILLOR - Apologies received from Cllr Betts.**

**14. UPDATE FROM COUNTY COUNCILLOR – Cllr Rayner reported that he had had a meeting with Mark Simmons (KCC) and Ann Charman (Liaison Manager) regarding Members' funding in relation to his manifesto items. One of the items on his list was a proposed roundabout on the A25 at the junction with Sevenoaks Road and Oldbury Lane. Kent Highways are looking at a feasibility study and need to carry out a traffic count. He asked whether the Parish Council were aware of a traffic count having been carried out before, The Parish Council were not aware of this having been done. He then asked whether the Parish Council thought that this was a priority as he would only pursue with the Parish Councils support, Cllr Willingham said that it was. Cllr Holden said that he had met with the Parish Clerk and members from Kent Highways earlier in the year and that they had no idea of the frequency of accidents as only looked at major reported accidents in that location. The Parish Council are aware of many accidents in that location and have started to keep an accident log. Cllr Mitchem said that she would get details of as many accidents as possible as this would help to build a case. Cllr Rayner confirmed that it was considered an accident blackspot although there was no coherence of the accidents occurring; he will ask for funding to carry out the study. He said that at this stage it is an exercise in getting it back onto the timetable and it would not necessarily mean that there would be funding for a roundabout.**

Cllr Rayner also reported that at a recent meeting with H+H Celcon, they said that they had 2 years' worth of extraction supply of sand so although at this moment aren't looking into an application to extend the Western Quarry, they have a £10 million investment programme and would probably look at extending the Western Quarry in the future. In relation to the current application (listed below) he confirmed that there was no need for an Environmental Impact Assessment (EIA) as it is not a planning application, they are only asking for a change to conditions from the original permission granted in 1951. In summary, the application is to extract the sand out of the eastern end of the quarry.

**15. PLANNING APPLICATIONS**

**Planning Applications**

Signed: .....Date:.....

**TM/17/01387/FL** Sandyridge, Pine Tree Lane, Ivy Hatch, Sevenoaks, Kent, TN15 0NJ. Proposed re-cladding, re-modelling and extension of existing dwelling including the raising of the roof level. Proposed conversion of concrete frame barn to become residential annex. "No objection".

**TM/17/01466/TPOC** – 70 Nutfields, Ightham, Sevenoaks, Kent, TN15 9EA. Reduce the overall height of Birch, Ash and Oak trees by 20ft. "No objection providing Liz Guthrie is content."

**TM/17/01416/FL** – Midsummer Meadow, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 9AD. Erection of front and rear dormer windows to provide first floor accommodation and conversion of outbuilding to provide annexe. "No objection."

**TM/17/01191/FL** – Trycewell House, Trycewell Lane, Ightham, Sevenoaks, TN15 9NH. Turn the oak framed garages and bedsit into a 3 bedroom house and divide it off from Trycellwell Lane. "No objection."

**TM/17/01586/TPOC** – 44 Nutfields, Ightham, Sevenoaks, TN15 9EA. Silver birch fell to re-enable satellite signal. "No objection providing Liz Guthrie is content."

**TM/17/01360/FL** – 12 Fen Pond Road, Ightham, TN15 9JE. Single storey rear extension with part pitched, part flat roof to create annex. "We leave it to TMBC to determine but have some concerned about the length of the extension in proximity to the boundary."

**TM/17/01807/MIN** - Celcon Blocks Limited, The Ightham Sandpits, Borough Green Road, Ightham, Sevenoaks, Kent TN15 9JB. Application for determination of New Conditions pursuant to the Environment Act 1995: Section 96 and Schedule 14 (KCC ref: KCC/TM/0142/2017). "Ightham Parish Council would like to see the following conditions imposed:

1. That extraction is done in an environmentally safe way and transported within the plant on a covered conveyor and should be stored in covered areas.
2. All Sand extraction should be for on-site use only and not exported.
3. Industry and environmental standards for safe/covered storage and noise abatement should be rigorously adhered to.
4. Measures should be taken to ensure the health and safety of residents so that they are not adversely affected in any way. In particular that dust is monitored at least quarterly on the perimeters of the site where it borders residential areas. We suggest that this is undertaken in conjunction with Parish Council representative visits.
- 5 That the site is restored to its original state within two years after extraction; we feel that the deadline of 2045 is excessive given that we understand that there is a minimal amount of sand left to be extracted and given the proximity to the local primary school.
7. That Celcon are required to provide a Restoration Bond issued by an insurance company or a bank provided to TMBC as guarantee that land will be returned to its original condition upon the expiry of the relevant operating licence

**TM/17/01622/TNCA** HE Tree Services, Conservation area, Ightham Warren, Tonbridge Road, Ightham, TN15. T1 Robinia – Fell, concern about safety. "No objection providing Liz Guthrie is content."

#### **Planning Applications Approved**

TM/17/01193/FL - Replacement of existing single concrete garage with oak framed double garage Replacement of existing single concrete garage with oak framed double garage Replacement of existing single concrete garage with oak framed double garage. Glebe Cottage, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DG.

**H&H Celcon** - Update from Parish Alliance meeting on Thursday 6<sup>th</sup> July – See above.

**6. MINUTES** Approval of the Meeting held on 20 June 2017. The minutes were approved with a couple of manuscript changes.

#### **7. MATTERS ARISING**

**Kent Highways** – items to be reported:

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Pothole outside Longridge, Common Road. Broken bollard at Seven Wents. Overgrown hedges on Borough Green Road by the village sign, overgrown hedges on corner Copt Hall Road/Common Road. Pothole by Wellwood by the manhole cover.

**Highways Matters** – Update - Radar Survey – The Parish Clerk had been in contact with the Radar people about starting the process and had also asked for a quote to add a location in Shipbourne, outside the Chaser with a view to cost sharing.

**MR418** – Signage – The Parish Clerk had received communication from PROW to say the signage would be reinstated.

**Ightham Cricket Club** – Update - Nothing to report

**Busty Stream/ Flooding** – Update on Flood Forum – Cllr Cracknell reported that the next stage for the Flood Forum Group was to organise a walk though with TMBC and residents to establish the areas of concern. She said that the Flood Forum were doing a great job. Cllr Mitchem reported that the Busty Stream bed and bank were overgrown again. After some discussion it was concluded that the Parish Council should not undertake responsibility for this. This is for several reasons including; guidance from KCC to say that digging out the water bed could potentially increase the risk of flooding to certain properties and that for the Parish council to take over riparian owner responsibilities would undermine all of the good work that the Flood Forum had done towards engaging local residents in taking on board their responsibilities. It was decided that no action would be taken until the walk though had taken place. A landowners had been contacted with regard to using his land as a possible flood plane.

**Lease for Tennis Club** - Update - This will be revisited in September.

**Car Park Extension in Recreation Ground** – Update –Lights – Monday 10<sup>th</sup> July – UK Power Networks have now connected the supply and we need to contact our supplier to activate it. We were waiting for the electrical certificates to enable this to be done but have just received them. We also need to have the lights put on a timer, Cllr Willingham to contact an electrician.

**New Fence Recreation Ground** – Quote received – a section of the fence in the recreation ground is broken and we have received a quote to repair it. The quote was for £1259 which included clearing the trees, and installing a post and rail fence with animal netting. It was resolved that we would accept the quote. Parish Clerk to contact the contractor to go ahead.

**Broadband** – Update - Nothing to report.

**Tree Survey** - Update – We have received 2 quote and it was agreed that we would accept the lower quote which was from TreeAbility. The contractor can carry out works during the summer holidays at the same time as the works to trees belonging to the school. Parish Clerk to confirm in writing to TreeAbility.

**New Football posts** – The Parish Clerk received an email from the Football Club to say that although the football posts were intended to be removable that they had become welded in and would need to be dug out, possibly with some heavy duty machinery. It was decided that we should ask the Football Club to get quotes for some new posts and that we would too. In the meantime we should ask the school to notify parents not to allow their children to climb on the posts. We would also need to ask about timing as the new season is about to start.

## 8. CORRESPONDENCE

**HGV's in Villages** - The Chair of KALC Transport and Advisory Committee and Helen Grant MP have been commissioned to take the matter of HGVs and the effect on the quality of life in our Towns and villages forward. This will involve high level input such as the Police & Crime Commissioner to produce a report with recommendations for the next Kent MPs meeting in October.

**KALC T&M Meeting** 7.45pm on Thursday 10th August 2017 – The Parish Clerk will attend this meeting.

**Parish Hearing Panels** - Email from Cllr Taylor requesting an agenda item at the next meeting of the Joint Standards Committee under the heading of "Parish Hearing Panels." Circulated on 17/7. It was decided that we wouldn't comment at this stage.

**Commemorative service on the anniversary of Riversdale Colyer Fergusson**, son of the past owners of Ightham Mote, losing his life on 31 July, 100 years ago, and the other fallen soldiers during World War one. Circulated on 16/5. Cllr Edwards will go to the service.

**Travellers** – Alert from West Malling PC- The Parish Clerk received information from WMPC to say that they had recently had some travellers on their land and that some car tyres had been left outside their village hall as an indicator.

## 9. FINANCE

VAT – Return Submitted for £17,463.62 for 2016/7

New Finance spreadsheet – This is being worked on by our Auditor and should improve the functionality and reporting.

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The following accounts are submitted for payment: proposed by Cllr Mitchem and seconded by Cllr Cracknell.

|  |         |
|--|---------|
| Parish Clerk Salary & Expenses   | £543.12 |
| E-on – Unmetered supply agreement – Recreation Ground (tbc)                                      | £39.77  |
| Gel Creative - Website   | £35.00  |
| JH Estate & Gardening Services – Cutting grass in rec and verges 14/6-27/6                       | £240.00 |
| Ightham Tennis Club – Donation towards flower troughs  | £80.00  |
| Robert Lee-Amies – Work at the village hall, recreation ground and war memorial                  | £306.97 |
| GA Willingham & Sons – Remove damaged post in recreation ground & new lock to lower village hall | £288.00 |
| S Huseyin - August Salary (post dated)   | £510.80 |

Financial position at 30 June 2017: Current account: £9,243.52 (including unrepresented cheques)

Deposit account: £129,880.96

#### 10. AOB

Cllr Mitchem gave thanks to Cllr Cracknell for organising the Village Fete. 1300 people attended and it was opened with Tom Tugendhat MP.

Cllr Brierley reported that a 20mph sign has been put at the bottom of Oldbury Lane following resurfacing works and that it had helped with traffic calming.

Cllr Edge-McKenna reported that there were cables down in Coach Road, Cllr Willingham said that this had been reported and that it was a result of a tree having fallen.

The meeting closed at 9.45pm.

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6/17

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD  
ON TUESDAY 20th JUNE 2017 AT IGHTHAM VILLAGE HALL AT 7.15pm**

**Present:** Cllr Willingham (Chair), Cllr Brewer, Cllr Brierley, Cllr Cracknell, Cllr Edwards. Cllr Hall, Cllr Holden, Cllr Mitchem, The Parish Clerk and 8 members of the public.

16. **APOLOGIES FOR ABSENCE** – Cllr Betts and Cllr Edge McKenna
17. **DECLARATION OF INTERESTS** - None
18. **UPDATE FROM BOROUGH COUNCILLOR** - Cllr Betts had sent a report to the Parish Clerk to say that the Borough Green recycling site at the railway station is due to resume imminently and we will all be advised as soon as that is operational. Co-Op have agreed to host the facility and legal terms are just being finalised. In the meantime TMBC are carrying out additional cleansing and emptying at Ightham but to let them know if any problems are encountered. More positively TMBC are currently putting plans together to provide door to door recycling collections of the more common items.
19. **UPDATE FROM COUNTY COUNCILLOR** - None
20. **PLANNING APPLICATIONS**

**Planning Applications**

**TM/17/01193FL** – Glebe Cottage, Oldbury Lane – replacement of existing single concrete framed double garage. “No objection.”

**TM/17/01268/FL** – Barnfield Cottage, Stone Street Road – Part demolition and works for the conversion of the existing riding arena building as a dwelling with removal of sand school and associated external alterations to the building, engineering works, access, parking, landscaping and ecological enhancement works. “No objection”. The owner of the property was given an opportunity to speak and said that they are reusing the current structure but reducing it by a third. Access will be via the existing driveway. There is a significant planting scheme which will shield the property from the bridlepath and will enhance biodiversity. The current structure is cement and asbestos and will be re-clad in timber. It has been unused for 50 years.

**TM/17/01322/FL** – Cricketts Farm, Borough Green Road – Change of use for barn 5 from class B1 (Office) to class D1 (sports injury clinic). “No objection but we would prefer any signage to be discrete.”

**TM/17/01355/LB** - Harrow Cottage, Common Road – Listed building application: Restoration of existing listed property comprising minor alterations internally and externally, construction of two storey rear extension, construction of a replacement garage and construction of a new gate and boundary wall. “No objection.”

**TM/ 17/01416/FL** Midsummer Meadow, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 9AD. Erection of front and rear dormer windows to provide first floor accommodation and conversion of outbuilding to provide annex (Resubmission of TM/15/02656/FL). Cllr Mitchem to review.

**TM/17/01387/FL** Sandyridge, Pine Tree Lane, Ivy Hatch, Sevenoaks, Kent, TN15 0NJ. Proposed re-cladding, re-modelling and extension of existing dwelling including the raising of the roof level. Proposed conversion of concrete frame barn to become residential annex. Cllr Edge-McKenna to review.

**TM/17/01191/FL** Trycewell House, Trycewell Lane, Ightham, Sevenoaks, Kent TN15 9HN. Turn the oak framed garages and bedsit into a 3 bedroom house and divide it off from Trycewell House. Cllr Mitchem to review.

**TM/17/01170/FL** Styants Farmhouse, Styants Bottom Road, Seal Chart, Sevenoaks, Kent TN15 0ET. Construction of a traditional oak framed detached garage with new vehicular access and driveway with some minor engineering/excavation works to facilitate the proposal. “No objection but we have a concern that the access will be across the bridlepath.”

**TM/17/01466** 70 Nutfields, Ightham, Sevenoaks, TN15 9EA. Reduce the overall height of birch, ash and oak trees by 20ft. Cllr Hall to review.

A member of public asked for an update on Fen Pond Road. His concern was for children walking along Fen Pond Road to go to school as there are no pavements and cars continue to speed along the road despite the extended 30mph limit. Cllr Willingham said that there is little that can be done and recommended that residents got together and wrote to the new County Councillor. He said that there are lots of roads within the village and in surrounding villages that have the same issue. The residents said that a lot of the verges were overgrown and by cutting them back, it would help a little. Cllr Willingham said that the verges are the responsibility of the neighbouring owners but KCC would enforce cutting back if necessary.

Cllr Hall said that Cllr Harry Rayner had suggested taking some of our highways issues to the Joint Transportation Board and that we should pursue the 30mph village blanket speed, this should go a way towards alleviating some of

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the speeding issues in the village. It was agreed that the residents and Parish Council would write separately. We have received costings for a radar survey, this will be discussed later in the meeting.

The member of public also asked whether there was an update on broadband; he had attended the meeting organised by Tom Tugendhat and had been in contact with BT but had had no response. He understood that there was some funding available to households experiencing poor speeds. The Parish Clerk confirmed that this was a government initiative and that there were some details on our website.

Another member of public wanted to speak about the MR418 footpath diversion; whilst he was happy with the decision from KCC not to divert the footpath, he was disappointed that the Parish Council didn't support the neighbours in opposing the diversion. He also said that notices about the proposals were not displayed and many local residents were not aware of them. The Chairman said that this was the responsibility of KCC. In addition, the sign for the footpath has disappeared and he thought that the Parish Council had said that they would contribute to the cost of reinstating it. The Chairman asked the Parish Clerk to check with KCC about the signage and if they wouldn't put a sign up then the Parish would put one up.

Gill Averill attended the meeting to say that she would be organising the Open Gardens for 2018 on 1<sup>st</sup> July next year. She has already met with the representative from the Hospice in the Weald and has booked the village hall. Four of the existing gardens have signed up, 3 new ones have agreed to take part and she is waiting to hear from a further 3. She asked whether the Parish Council would support the initiative and it was agreed that they would.

James Hitchcock from the Football Club asked about the goal posts which are damaged. Cllr Willingham has taken the damaged one down. They thought that they were cemented into the ground but ideally they should be taken down after every game and stored behind the pavilion. The problem is that children are swinging on them so they are potentially dangerous and the FA has some strict guidelines regarding this. Jamie to check whether they can be removed and will come back to us. It is likely that they have rusted and will need to be cut off. The football club has some fund reserves if they need replacing. James also reported that the shower in the pavilion hasn't been working for some time, Cllr Willingham will look into this.

#### **Planning Applications Approved**

**TM/17/00551/LB** - Listed Building Application: Replace secondary glazing in front windows with new secondary glazing. Stone House, The Street, Ightham, Sevenoaks, Kent, TN15 9HH.

**TM/17/00922/FL** - Proposed single storey flat roof rear extension. Styants Cottage, Styants Bottom Road, Seal Chart Sevenoaks, Kent TN15 0ET.

#### **Planning Applications Withdrawn**

**TM/17/01066/FL** - Proposed new detached garage. Half Acre, Coach Road, Ivy Hatch, Sevenoaks, Kent TN15 0PF.

**H&H Celcon** - Update – Cllr Brewer reported that the PFA at Celcon hadn't been dampened down in the hot weather. Mike Taylor is monitoring this and is trying to set up another meeting with them. An environmental survey will be carried out.

**21. MINUTES** The Minutes of the meeting held on 16 May 2017 were approved and signed as a true record.

#### **7. MATTERS ARISING**

**Kent Highways** – items to be reported. A lot of roads in and around Ightham have recently been resurfaced by KCC.

**Road Closure** - Styants Bottom Lane, Seal Chart Flood Works- 6 July 2017,

Stone Street Road, Ightham – from 26 June 2017 for up to 3 days between 09.30hrs and 15.30hrs

**Highways Matters** – Update - Accident log. Radar Survey. The radar will need to be mounted on a post, 2m high. It was agreed that we would go ahead. We need to establish 2 suitable locations and check the number of days that the radar would operate for. Fen Pond Road and Bates Hill are the chosen sites and the radars will need to be located within the 30mph limits.

**Proposed Public Footpath Diversions at Longstead Cottage**, Old Lane MR418 – KCC have sent us their decision which said that the footpath would not be diverted. This can come off the agenda once the sign has been reinstated.

**Proposed new Scout Hut/Pavilion**– Update - Cllr Holden said that he hadn't received a final figure for funds raised at the music festival but it looked positive. The Scouts are now keen to get the lease sorted and have asked us to provide a marked up version. Cllr Holden and the Parish Clerk will get together to put a revised draft together. Cllr Holden had spoken to the Scouts about the start of the project; they operate within the Scout Association guidelines which operates on a personal liability basis so this means that all funding would need to be in place before any building works could start. The current proposed draft lease runs for 125 years and the Parish Council would look to reduce this term however if the build cost is high, ie in the region of £500k + then a long lease would be appropriate. The Scouts will be

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asking the Parish Council for a contribution towards the build as the building will have requirements other than solely a Scout building. It was suggested that the Parish Council should cap the amount that we should commit to, having spent in the region of £35k already. We should factor in the cost of demolishing the existing pavilion and have earmarked funding for this in the 2017/8 budget. There was a discussion about the build and practicalities of getting an accurate build cost for a build that may not start for a few years. It is understood that there is an offer of some matched funding on the table but we don't know the exact details and whether it would include any funding from the Parish. The Parish Clerk was asked to circulate the revised application. There were some concerns raised about whether the project would eventually go ahead given the level of funding required and it was suggested that a more simple structure that wasn't built into the ground may be more attainable. Cllr Holden thought that as long as the funds could be raised then it wouldn't be an issue, the project has already been significantly scaled back from the original proposal and has a sympathetic design. For clarity it was decided that Cllr Holden would invite representatives from the Scouts to one of the next meetings so that they could give us an update on where they are with their funding, likely cost of the build, timescales and to let us know what they are expecting the Parish to contribute so that we can give it due consideration in terms of our practical and financial support.

**Ightham Cricket Club** – Update - Nothing to report.

**Busty Stream/ Flooding** – Update on Flood Forum. Cllr Holden and Cllr Cracknell are attending a meeting on 21<sup>st</sup> June that has been co-ordinated by the Flood Forum between residents, The Environment Agency, KCC Highways, The Flood Prevention Agency and Southern Water.

**Lease for Tennis Club** - Update - Nothing to report.

**Car Park Extension in Recreation Ground** – Update –Lights – Monday 10<sup>th</sup> July – The lights are due to be activated on 10<sup>th</sup> July. Cllr Willingham to check that all necessary preparation works have been carried out as an electrician was booked to put in the hockey stick but the Parish Clerk thought that it had been done already.

**Broadband** – Update - Nothing to report.

**Tree Survey** - Update – We have received a report about a lot of dead wood by skips following a recent storm. We are still waiting for a second quote, Cllr Willingham to chase up.

**Parish Alliance** – Update – Cllr Hilden had informed Cllr Taylor that Cllr Willingham was now Chair. No further meetings have been organised at this stage. Cllr Taylor has recently sent an email to Robert Body about speeding and operating hours. Ightham Parish Council didn't add anything. Cllr Taylor is awaiting a response.

**Recycling & Fly Tipping** – Lower Village Hall – See above. Cllr Cracknell also reported that there was rubbish left by the black bins. Parish Clerk to report to TMBC.

**Sign off Annual Governance Statement** – The Parish Clerk had spent some time with the Internal Auditor going through our accounts and procedures and is happy that everything is in order. Parish Clerk to circulate auditors report. Our annual Governance statement was duly signed by the Chairman.

## 8. CORRESPONDENCE

**Request for funding for Borough Green School** – Swimming pool project – Cllr Willingham had received a request from Borough Green School about a contribution towards their swimming pool project as they have a shortfall of £11k. Cllr Willingham had approached the Head of Ightham Primary School to ask whether they would use it and he said no. It was agreed that we wouldn't contribute as we have other commitments and not enough people from Ightham would benefit. Cllr Cracknell agreed to publicise the advert on crowd funding on the parish magazine. Cllr Willingham to reply accordingly.

**Village Hall Archive** – Opening date– We have received an email from Jean Stirk about a formal opening of the archive in September. It was agreed that there was no clash and that it would be something that the Parish Council would be happy to support.

**Request for contribution towards defibrillator for Ightham Primary school** – We have received a request from Ightham Primary school about contributing to a defibrillator which would be at the school and available for local residents to use. They have raised around £400 and the defib and cabinet cost around £1,500. It was agreed that the Parish Council would be willing to make a contribution but suggested that the school look to KCC and the County Councillors members fund for additional funding. Parish Clerk to respond accordingly.

## 9. FINANCE

**Annual Review** - Sign off accounting statements – The statements were signed by the Chairman.

The following accounts are submitted for payment: Proposer Cllr Hall, seconded by Cllr Brewer

Parish Clerk Salary & Expenses

£606.96

EDF – Electricity Pavilion

£29.03

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|  |         |
|--|---------|
| Gel Creative - Website   | £35.00  |
| JH Estate & Gardening Services – Cutting grass in rec and verges | £820.00 |
| JPCTCG – Membership 2017/8                                       | £50.00  |
| KALC – Good Councillors Guides                                   | £7.54   |
| EDF Ightham Village Hall - Electricity                           | £300.00 |
| Robert Lee Amies – Work at Recreation Ground and War Memorial    | £582.43 |
| Anthony Edwards – Churchyard                                     | £827.70 |
| Anthony Edwards – Parish Work                                    | £117.95 |
| All Polished (Cheque to S Huseyin to do online transfer)         | £220.00 |
| R Burgess Ltd – Replacement window in the village Hall (inc VAT) | £745.13 |

Financial position at 31 May 2017: Current account: £3,071.01 (excluding unrepresented cheques of £684)  
 Deposit account: £139,879.83

#### **AOB**

Cllr Hall suggested that the postbox at Harrow Cottage could be moved at the same time as the one in Back Lane. The Parish Clerk said that she had been in contact with the Property Dept at the Post Office and the Post Box at Back Lane will be moved as it is in a dangerous position however was advised that it would be a lengthy process.

Cllr Willingham reported that part of the fence had collapsed in the recreation ground behind the tennis courts and asked the Parish Clerk to check that it belonged to us.

The meeting closed at 9.35pm.

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5/17

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD  
ON TUESDAY 16th MAY 2017 IGHTHAM VILLAGE HALL AT 7.15pm**

Present: Cllr Holden (Acting Chair), Cllr Brierley, Cllr Cracknell, Cllr Edwards, Cllr Mitchem, Cllr Willingham, The Parish Clerk, County Cllr Rayner and 3 members of the public.  
Cllr Brewer and Cllr Edge-McKenna arrived late.

The order of the meeting was reorganised to allow for the arrival of Cllr Edge and Cllr Brewer.

- 22. APOLOGIES FOR ABSENCE** – Cllr Hall and Cllr Betts  
**23. DECLARATION OF INTERESTS** - None  
**24. UPDATE FROM BOROUGH COUNCILLOR** - None, Cllr Rayner sent apologies for Cllr Betts.  
**25. FOOTPATH MR418 – Proposed new route**

The Chairman said that we would revisit our decision on footpath MR418 based upon objections raised and consider whether there was any additional material information that would change our view. The Chairmans' view was that there wasn't any additional material information and therefore it would be inappropriate for us to change our view as set out in the March meeting.

A member of public who was in attendance to speak against the proposed new route was invited to speak: he said that he had received information from KCC PROW on 10<sup>th</sup> May to say that due to the amount of objections received, they would be likely to decline the proposed new route of MR418; they have delegated authority to do so. The Ramblers Association and the Commons Society have put forward their objections. In addition, a request has been put forward to the PROW for the footpath sign to be reinstated in metal at full height. The gentleman mentioned that the Parish Council had previously intimated that it may put some money towards funding the new sign. He urged members of the Parish Council to reject the changes to the footpath which had been in existence for 160 years.

Cllr Mitchem said that she had made her views clear from the start and did not agree to the proposed new route. Cllr Holden said that we had voted democratically and made our decision based upon the information we had in March and reiterated that it seemed inappropriate to change our decision as there is no new information although we should convey to KCC PROW that our decision was not unanimous.

The member of public said that there had been some flooding in the bottom field as KCC are not clearing the drains and this would affect the use of the footpath.

Cllr Willingham was of the view that we had made our original decision in haste and Cllr Cracknell said that she thought that we had made the wrong decision and perhaps should have put forward an alternative route. However she agreed with the Chair that we needed to stick with our original decision, this was reiterated by other members. It was agreed that we should write to KCC PROW with the number of Councillors who originally agreed (4), abstained (3) and objected (2) to the proposed diversion as the additional information wasn't sufficient to warrant a revote. Cllr Rayner asked to be copied into the response.

## **26. PLANNING APPLICATIONS**

### **Planning Applications**

**17/01043/TNCA** - Holly Tree Cottage, Redwell Lane, Ightham, Sevenoaks, Kent, TN15 9EE.T1 Holly - Dismantle 2 large stems to fence height leaving the smaller stems on the other side to develop into a new tree. "No objection."

**17/00934/TNCA** - Eaglehurst, Bates Hill, Ightham, Sevenoaks, Kent, TN15 9HB - T1 Yew Tree to reduce protruding branches, remove low dead stubs and lift crown by removing 5 - 6 branches. T2 Laurel to reduce back to provide 1.5 - 2m of clearance. T3 Goat Willow to reduce crown by 25% - 30% and remove 3 - 4 previously reduced branches. T4 Sycamore to reduce by 25% - 30%. T5 2x Holly trees to reduce by 1 - 1.5m. T6 Sycamore to reduce by 25% - 30%. T7 Hazel to reduce back to previous points. T8 3x Lime trees to repollard/reduce back to previous points whilst reducing the sides to bring into shape. "No objection."

**17/00925/FL** Tarn Hows Sandy Lane, Ivy Hatch, Sevenoaks, Kent, TN15 0PB - Two storey side extension. "No objection."

**17/00922/FL** Styants Cottage, Styants Bottom Road, Seal Chart, Sevenoaks, Kent TN15 0ET. Proposed single storey flat roof rear extension. "No objection."

**17/00888/FL** Mote Farm, Mote Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NT. Installation of new sewage treatment plant and WC welfare facilities. "No objection."

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**17/00858/TPOC** Cob Tree Cottage, Sevenoaks Road, Ightham, Sevenoaks, Kent, TN15 9HA - Beech Tree - Prune branches on Cob Tree Cottage side only, to give approx. 2.5m clearance over house. "No objection."

**17/00836/TNCA** Ightham Warren, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP - T1 Yew tree to section fell. "No objection."

**17/01081/TPOC** Salts Yard, Redwell Lane, Ightham, Sevenoaks, Kent. Remove Sycamore and Damson tree. "No objection."

#### **Planning Applications Approved**

**17/00546/FL** Nutwood House, 9 Durlings Orchard, Ightham, Sevenoaks, Kent, TN15 9HW - Proposed single storey rear kitchen extension.

**17/00774/TPOC** 13 Fen Meadow, Ightham, Sevenoaks, Kent, TN15 9HT - T1 Oak to lift crown by removing two branches, T2 Oak to lift the crown by removing three branches, T3 and T4 Oak to remove epicormic growth on main stem by approximately 4.5m, T5 Oak to remove deadwood, T6 Oak to fell to near ground level and T7 Oak to remove deadwood.

**17/00836/TNCA** Ightham Warren, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP - T1 Yew tree to section fell.

**17/00472/RD** Crown Point Nursery, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 0HB - Details of conditions 3 (materials), 4 (curtilage), 8 (levels), 9 (vehicular access), 11 (archaeological watching brief) and 12 (sustainable measures) submitted pursuant to planning permission TM/13/01382/FL (Erection of new agricultural/nursery dwelling and demolition of existing buildings).

**17/00858/TPOC** Cob Tree Cottage, Sevenoaks Road, Ightham, Sevenoaks, Kent, TN15 9HA - Beech Tree - Prune branches on Cob Tree Cottage side only, to give approx. 2.5m clearance over house.

**17/00836/TNCA** Ightham Warren, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP - T1 Yew tree to section fell.

#### **Planning Applications Refused**

17/00655/LDP Oldbury House, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DE. Lawful Development Certificate Proposed: Erection of a timber clad garden building.

**Dark Hill/Gracelands Development** – Update – This item should be removed from the Agenda.

**6. MINUTES**– The Minutes of the meeting on 18<sup>th</sup> April 2017 were approved and signed as a true record of that meeting.

#### **7. MATTERS ARISING**

**Highways Matters** – Update - The Parish Clerk reported that there had been a couple of incidents of fly tipping; one on Back Lane and another just off Stone Street Road. Both were builders' rubbish. The Chairman said that this was an increasing problem throughout Kent and also countrywide. The Parish Clerk said that there was a Littergram App that TMBC use and would forward details to Cllr Cracknell for the Parish Magazine.

The Parish Clerk was also asked to find out the road sweeping schedule as roads haven't been swept for a while. Broken bollard outside Seven Wents.

It was suggested that we should get a road sweeping schedule and gully cleaning schedule for the flood forum group. Cllr Cracknell said that the quality of the cleaning should be looked at, some of the drains require deep cleaning to unblock them. Cllr Cracknell reported that there had been an accident on Fen Pond Road involving a collision with a lorry. Cllr Willingham reported that James Hayward had cleared the vegetation by the 30mph signs. The Parish Council will be undertaking a radar survey along this stretch.

Vegetation by the old chapel is overgrown and obscuring sight lines onto the A25.

**Proposed new Scout Hut/Pavilion**– Update - An article had appeared in The Chronicle about a local trust providing matched funding for the new scout hut. Cllr Edge-McKenna said that the Parish Council needed to consider how much we are happy to keep spending on fees having spent c £35k to date. The concern was that if the build doesn't start within 3 years of the new planning permission we would have to pay further associated planning costs. Cllr Holden said that the scouts are busy raising funds and that we need to decide at which point we are happy for them to start the build. We are waiting for a proposal from the scouts requesting financial support from the Parish Council. We already have a draft lease and Cllr Holden had looked through it and felt that he needed a steer from the Parish Council as we need to ensure that there is clarity around ownership of the land and the building. Under the draft lease, the Trust representing the Scout Association would be the tenant and the lease would be for 125 years for a rental of £10 per annum. The tenant would be responsible for maintaining the building but allow access to the Parish Council. Cllr Holden outlined other clauses in the lease but felt that there needed to be some further discussion before discussing

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them with lawyers as the Parish Council does not wish to run up expensive legal fees. Other points for consideration include; if the premises are used for commercial purposes then the build would incur VAT, what restrictions would need to be put in place regarding use of the building giving consideration to the neighbouring properties? The Parish Council will also need to pay for the disposal of the existing pavilion, the land would be returned to grassland.

**Ightham Cricket Club** – Update - The Cricket Club have submitted the final bill for the existing works to the pavilion. Cllr Holden had spoken with the Cricket Club and asked why there wasn't a junior club. They said that they didn't feel like they had the expertise for primary school age coaching.

**Busty Stream/ Flooding** – Update on Flood Forum – There has been another meeting between residents and the flood forum co-ordinator, Sanjay Johal. Between them they have been compiling a list of questions to put to the agencies involved. Once this is finalised, Sanjay will organise a meeting between residents and the agencies who can respond to the various questions. We hope that this will also help the Parish Council to get answers to questions that they have been asking for years. It was reported that the stream and surrounding vegetation had recently been cleared but we were unsure who had done it. The Parish Clerk reported that the pipework running alongside the bridge was badly damaged and that it has been reported to KCC. Sanjay had helped to clarify the question of riparian ownership. Defence measures are being looked at both upstream and downstream.

**Lease for Tennis Club** - Update - Nothing to report.

**Car Park Extension in Recreation Ground** – Update –Lights – Latutude have been experiencing problems in getting Marsh to respond to carry out the final electrical works. Cllr Willingham was asked to recommend an alternative electrician.

**Broadband** – Update - Nothing to report.

**Tree Survey** - Update – TreeAbility have carried out urgent work on the limes on the recreation ground. They have also quoted for the remaining tree work throughout the village. We have also asked James Hayward for a quote and are awaiting a response before making a decision.

**Parish Alliance** – Update – It was reported that Cllr Taylor had a site visit at Celcon. There are some plans to develop the site but there were some inconsistencies between what was reported at the meeting and what appeared on their website. The current plan is to upgrade the site to use reclaimed PFA with an option to move to sand. Cllr Taylor was putting together a list of questions to give to Celcon so that some clarity could be gained. There was some discussion about the development of Borough Green Garden City and to the east and to the west for a sand quarry but no clear information. Celcon do not need to have planning permission to make internal alterations. It would also seem that Celcon have enough stocks of PFA for the foreseeable future. Cllr Rayner said that there was an issue of dust due to the current storage arrangements of the PFA and that this had been reported to TMBC and KCC. The Parish Alliance were not happy with the responses received by either TMBC and KCC and have suggested that they should be carrying out their own dust sampling using an Ightham resident who is an environmental specialist. Cllr Willingham asked if a planning application went in whether a condition could be placed regarding the storage of PFA. Cllr Rayner said that if there was found to be dust that a condition would be placed immediately.

**Recycling – Lower Village Hall** – Cllr Taylor has been in contact with TMBC regarding the inadequate recycling facilities since the closure of the site at Borough Green. TMBC are in protracted negotiations with South Eastern about providing a facility at the station car park but in the meantime Borough Green have no recycling facilities which is putting enormous pressure on the sites in Ightham and Wrotham. We have requested more frequent collections but they are not always happening. Cllr Rayner suggested that we asked Cllr Betts whether there are any plans to collect recycling from the doorstep. There is also a continuing problem with litter throughout the villages.

## 8. CORRESPONDENCE

**Insurance Renewal** – We are tied into a 3 year contract with Aon. Parish Clerk to check the policy and renew for a further year.

Annual Review - Risk Assessment and annual review documents were circulated before the meeting and the Parish Clerk asked for any comments. The Parish Clerk will be meeting with the internal auditor on 22<sup>nd</sup> May with a view to signing off the accounts at the next meeting. The parish clerk also asked whether we could think about online banking in the future due to the imminent closure of the Nat West branch in Borough Green. Cllrs Rayner and Willingham said that it would be possible to put a process in place which we would still be able to retain the 2 signature rule.

## 9. FINANCE

The following accounts were submitted for payment: Proposed by Cllr Willingham and seconded by Cllr Mitchem.

|  |         |
|--|---------|
| Parish Clerk Salary & Expenses                                   | £608.31 |
| HMRC – Tax   | £3.40   |
| Gel Creative - Website   | £35.00  |
| JH Estate & Gardening Services – Cutting grass in rec and verges | £180.00 |

Signed: .....Date:.....



|   |          |
|---|----------|
| Dpl – Labour and materials for mower shed at cricket pavilion | £3227.50 |
| TreeAbility – Tree work to limes in recreation ground         | £384.00  |
| AON - Insurance renewal                                       | £1565.37 |
| KENT County Playing Fields Association                        | £20.00   |
| Ightham Village Hall - Quarterly Hire Fees                    | £270.00  |
| Robert Lee Amies – Work at Recreation Ground and War Memorial | £200.00  |

Financial position at 30 April 2017: Current account: £5,550.55 (excluding unrepresented cheques £982.34)  
Deposit account: £144,878.54

#### **Income**

|                |            |
|----------------|------------|
| Precept        | £58,474.50 |
| Allotment Fees | £200.00    |

#### **AOB**

Cllr Edge McKenna said that Richard McKenna has sprayed the weeds around the recently planted beech hedging. She also reported that one of the goal posts had rusted and broken and needed to be removed. Parish Clerk to contact the football club. Cllr Willingham to look at the posts.

Cllr Willingham said that the fence along the boundary of A25 and the recreation ground had been driven into and that he had repaired it. He was also going to ask Bob Lee Amies or James Hayward to deal with the weeds along the fence. Cllr Willingham also reported that the Village Hall had recently had its Trustees meeting and that takings were down from the previous year. They were also finding it difficult to get a full committee for the village hall. He also asked whether the Parish Council would be happy to fund some doors for the cloakroom, which would cost around £500, so that the chairs could be stored there and also part fund the electricity bill which was unexpectedly high at £700. It was agreed that the Parish Council would fund the doors and pay £300 towards the electricity bill and these items would be on the June agenda.

### **ANNUAL GENERAL MEETING**

**Election** of Chairman - Cllr Willingham agreed to take on the role for 6 months. This was proposed by Cllr Mitchem and seconded by Cllr Brierley.

**Election** of Vice Chairman – Cllr Holden agreed to revert to Vice Chairman, proposed by Cllr Mitchem and seconded by Cllr Edwards.

Acceptance of office forms were duly signed.

**Election** of Working Groups and Representatives:

- Playground – Cllr Edge McKenna & Parish Clerk
- Footpaths – Cllr Brierley
- Ightham Tennis Club – Cllr Holden
- Scouts Representative – Cllr Holden
- Village Hall Representative - Cllr Willingham
- Ightham Primary School - Cllr Edge-McKenna
- Tree Warden - Cllr Brierley
- St Peter's Church - Cllr Cracknell
- National Trust, Ightham Mote – Cllr Edwards
- KCC Highways – Cllr Brewer
- Finance – Cllr Holden & Cllr Hall

It was also agreed that areas of responsibility should be swapped between Cllr Brewer and Cllr Mitchem. The sheet will be updated and put onto the website.

The meeting closed at 9.45pm.

Signed: .....Date:.....

4/17

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD  
ON TUESDAY 18<sup>th</sup> APRIL 2017 IGHTHAM VILLAGE HALL AT 7.15pm**

Present: Cllr Mike Holden (Acting Chairman), Cllr Sue Brierley, Cllr Cracknell, Cllr Edge-McKenna, Cllr Edwards, Cllr Mitchem, Cllr Willingham, The Parish Clerk, Cllr Harry Rayner and 5 members of public.

Cllr Holden asked members of public to raise any concerns at the beginning of the meeting. A member of public asked why the Parish Council had disregarded the wishes of residents by not rejecting the changes to footpath MR418. He gave some background information on the history and usage of the footpath and asked the Parish Council to reconsider their opinion. Cllr Holden said that the Parish Council had discussed the proposal at length at the last meeting and that his comments were noted.

Another resident asked whether the Parish Council could revisit the issue of speeding in Fen Pond Road as the new signage to increase the 30mph zone has made little difference. He had been in contact with other Parishes including Kemsing who are proposing a 20mph limit (which isn't enforceable) and Penshurst where they are undertaking Speedwatch. Cllr Holden reported that we had recently met with Kent Highways and mentioned the issue of speeding in Fen Pond Road. As there is currently no accident data in the location we were advised that our best option would be to lobby our new County Councillor. We have also been looking into carrying out our own speeding survey and have recently received a quote for a radar survey which we will be discussing later in the meeting. Cllr Cracknell reported that the Parish Council had tried to get a speedwatch team together in the past but hadn't received any volunteers (we need a minimum of 6). She urged that people come forward and are proactive. We will gather some data in the first instance and then decide on the best course of action.

A member of public reported that a hedge between Upper Spring Lane and the Tower House was very overgrown. Parish Clerk to write to the owners.

**27. APOLOGIES FOR ABSENCE** - Cllr Brewer, Cllr Hall

**28. DECLARATION OF INTERESTS** - None

**29. UPDATE FROM BOROUGH COUNCILLOR** - None

**30. APPOINTMENT OF CHAIRMAN** – Deferred to next meeting

**31. PLANNING APPLICATIONS**

**TM/17/00836/TNCA** - Ightham Warren, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP. T1 Yew tree to section fell. "No objection."

**TM/17/00551/LB** - Stone House, The Street, Ightham, Sevenoaks Kent TN15 9HH. Listed Building Application: Replace secondary glazing in front windows with new secondary glazing. "No objection."

**TM/17/00655/LDP** - Oldbury House, Oldbury Lane, Ightham, Sevenoaks, Kent TN15 9DE. Lawful Development Certificate Proposed: Erection of a timber clad garden building. *(Information only)*

**TM/17/00664/FL** - 2 Fen Meadow, Ightham, Sevenoaks Kent TN15 9HT. Single storey side extension to form utility room. "No objection."

**TM/17/00774/TPOC** - 13 Fen Meadow, Ightham, Sevenoaks Kent TN15 9HT. T1 Oak to lift crown by removing two branches, T2 Oak to lift the crown by removing three branches, T3 and T4 Oak to remove epicormic growth on main stem by approximately 4.5m, T5 Oak to remove deadwood, T6 Oak to fell to near ground level and T7 Oak to remove deadwood. "No objection."

**TM/17/00472/RD** Crown Point Nursery, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 0HB. Details of conditions 3 (materials), 4 (curtilage), 8 (levels), 9 (vehicular access), 11 (watching brief) and 12 (sustainable measures) submitted pursuant to planning permission TM/13/01382/FL (Erection of new agricultural/nursery dwelling and demolition of existing buildings). *(Information only)*

**TM/17/00537/LDE** - The Groom Chart Farm Styants Bottom Road Seal Chart Sevenoaks Kent TN15 0ES. Lawful Development Certificate Existing: Siting and use of a mobile home for in excess of 10 years as an independent residential dwelling. "No comment, we leave it to TMBC to determine."

**TM/17/00546/FL** - Nutwood House, 9 Durlings Orchard, Ightham, Sevenoaks, Kent TN15 9HW. Proposed single storey rear kitchen extension. "No objection."

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- TM/ 17/01043/TNCA** - Holly Tree Cottage, Redwell Lane, Ightham, Sevenoaks, Kent TN15 9EE. Holly - Dismantle 2 large stems to fence height leaving the smaller stems on the other side to develop into a new tree. Cllr Hall to review.
- TM/ 17/00934/TNCA** – Eaglehurst, Bates Hill, Ightham, Sevenoaks, Kent TN15 9HB. T1 Yew Tree to reduce protruding branches, remove low dead stubs and lift crown by removing 5 - 6 branches. T2 Laurel to reduce back to provide 1.5 - 2m of clearance. T3 Goat Willow to reduce crown by 25% - 30% and remove 3 - 4 previously reduced branches. T4 Sycamore to reduce by 25% - 30%. T5 2x Holly trees to reduce by 1 -1.5m. T6 Sycamore to reduce by 25% - 30%. T7 Hazel to reduce back to previous points. T8 3x Lime trees to repollard/reduce back to previous points whilst reducing the sides to bring into shape. Cllr Brewer to review.
- TM/ 17/00858/TPOC** - Cob Tree Cottage, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 9HA. Beech Tree - Prune branches on Cob Tree Cottage side only, to give approx. 2.5m clearance over house. Not yet received.

#### Planning Applications Approved

- 17/00505/TPOC** - Coppice area of woodland covered by Tree Preservation Order No.2, 2002. Land at Rose Wood Sandy Lane, Ivy Hatch, Sevenoaks, Kent.
- 17/00273/FL** - Removal of existing external cladding and addition of new brick external skin to ground floor and tile hanging to first floor. Erection of pitched roof porch to replace existing flat roof porch. Tarn Hows, Sandy Lane, Ivy Hatch, Sevenoaks, Kent, TN15 0PB.
- 17/00277/TNCA** - T1 Silver Birch - Fell to ground level and replacement with ornamental tree . The Well Springs, Rectory Lane, Ightham, Sevenoaks, Kent TN15 9AJ.
- 17/00245/TPOC** - Remove smaller branches of overhanging trees to previous reduction to give approx 2 to 3 metre clearance to garage. Oak tree to lightly crown lift, Oaks to the side of the property to remove regrowth to the vicinity of the previous reduction on the house side. Over the gate, remove two lower branches to a suitable growing point - 20 Nutfields, Ightham, Sevenoaks, Kent, TN15 9EA.
- 17/00222/FL** - Demolition of existing house and the erection of a replacement dwelling with detached garage and change of use of agricultural land to residential curtilage. Beaconsmount Close, Pine Tree Lane, Ivy Hatch, Sevenoaks, Kent, TN15 0NJ.
- 17/00211/FL** - Erection of outbuilding for use as residential annex . The Bungalow, Ismays Road, Ightham Sevenoaks, Kent, TN15 9BE.
- 17/00121/RD** - Details submitted pursuant to conditions 2 (materials) and 3 (construction for building) of planning permission TM/14/03507/FL (Demolition and replacement of existing dry storage shed) - Selected Plants Nursery, Ismays Road, Ivy Hatch, Sevenoaks, Kent.
- 17/00029/LB** - Listed building application: Reinstatement of first floor to create a third bedroom. Resubmission of existing consent TM/14/00695/LB . Old Laundry Cottage, Mote Road, Ivy Hatch, Sevenoaks, Kent TN15 0NT.
- TM/17/00496/FL** - Proposed garage conversion to habitable accommodation, construction of single storey rear extension and side porch, Insertion of new dormers to existing game room above garage with internal alterations, insertion of 3No sun tube and change window to door on the rear elevation. Chestnut End, 1 Tebbs Way, Ightham, Sevenoaks, Kent, TN15 9BJ.
- TM/17/00565/FL** - Removal of existing rear conservatory and replace with an orangery in the same location. 6 Fen Meadow, Ightham, Sevenoaks, Kent, TN15 9HT.

#### Planning Applications Refused

- TM/17/00370/FL - Demolition of existing side and rear extensions and erection of new two storey side and rear extensions and front porch. 10 Common Road, Ightham Sevenoaks, Kent, TN15 9DY.

Cllr Cracknell asked the Parish Clerk to check whether there had been a change in policy in approving change of use of premises to residential as we have seen a couple recently.

**H&H Celcon** - Update. A letter has been sent to TMBC on behalf of the Parish Alliance raising a concern about the storage of PFA and dust pollution. TMBC have responded fully but Mike Taylor has sent a further letter to which we are awaiting a response. We have heard nothing further from KCC. H+H Celcon have also recently published a blog which states that they have sourced enough PFA for the foreseeable future, this is inconsistent with their proposals for the Western Extension which were based upon the short supply of PFA and need to quarry for sand.

**Dark Hill/Gracelands Development** – Update – the owner of Gracelands approached Cllr Mike Taylor to ask whether the development of Gracelands could come back onto our agenda. Cllr Cracknell suggested that it would serve no purpose until we know what the school's position is as the school is the enabler. It was concluded that it would be inappropriate to hold such a meeting and that any future development proposal should go through the normal channels. We have received a note from the OpenArc to say that our comments in relation to the recent proposals were noted. In addition, Cllr Holden expressed the view that in the light of the potential H+H Celcon development and

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our increased knowledge of materials and processes and potential pollutants, it seems inappropriate to build a school opposite it.

**6. MINUTES** The Minutes of the Meeting held on 13 March 2017 were proposed by Cllr Willingham and seconded by Cllr Brierley. They were signed and dated accordingly.

## **7. MATTERS ARISING**

**Kent Highways** – items to be reported. Temporary Road Closure – Ismays Road, Ightham from 24 April 2017 for up to 3 days. The road will be closed outside Fir Tree House. The alternative route is via Common Road, Sandy Lane, Coach Road and vice versa. The closure is to enable a new connection to the water main to be carried out by South East Water.

**Highways Matters** – Update - Mill Lane, fly tipping of builders refuge opposite the orchard and a small pot hole at entrance to Mill Lane just off A227. Blocked gully at the bottom of Pine Tree Lane, by Cob Tree House on Oldbury Lane, outside no's 2 and 3 on Spring Lane and the soakaway outside Glenwood is blocked. Parish Clerk to call property team at the Royal Mail about moving the post box on Back Lane.

Cllr Holden reported that there had been another accident at the A25 Oldbury Lane junction. Given that Kent Highways only collect data on serious accidents, we've decided to keep our own accident log book. Residents are encouraged to email the Parish Clerk if they have been involved in or know of any accidents at that location within the last 5 years.

**Radar Survey** – Cllr Brewer has received some information on a radar that could monitor traffic speeds over a 2 week period. The cost based on 2 locations is £750. It was agreed that we would go ahead and use Fen Pond Road and Bates Hill as roads to monitor.

**Proposed Public Footpath Diversions at Longstead Cottage, Old Lane MR418** – Update – We have now received a map of the proposed diversion and request for our comments from KCC PROW. Following some discussion and noting the challenge from a parishioner earlier in the meeting, Cllr Holden suggested that the information was circulated by email for us to make a final decision by deadline of 5<sup>th</sup> May (deadline subsequently extended by KCC).

**Proposed new Scout Hut/Pavilion**– Update - Nothing to report. The Scouts will give an update at the annual parish meeting next week.

**Ightham Cricket Club** – Update - We have requested a meeting with the Cricket Club and invited them to give us an update at the annual parish meeting next week.

**Busty Stream/ Flooding** – Update on Flood Forum – The KCC flood report has now been completed and circulated to residents. The next Flood Forum meeting is on the evening of Friday 21 April. The next stage is to produce an action plan and once finalised there will be a meeting between the Flood Action Group and various stakeholders/agencies.

**Lease for Tennis Club** - Update - Nothing to report.

**Car Park Extension in Recreation Ground** – Update –Lights – Cllr Holden and the Parish Clerk had a meeting with Latitude and UK Power Networks and it was agreed that the lights could now be connected despite the tree root. Latitude to liaise with the electrician to get the necessary works completed before the connection can take place. We queried why the lights were so tall and it was explained that the sizing of the lights was to cut down on the number of lights required and that they were intended to light the entire pathway. We will see how they last with a view to transferring them to the Tennis Club path and replacing them with lower level lighting if they get knocked over. We have kept back a retainer pending the completion of the works.

**Broadband** – Update - Cllr Holden had attended an event hosted by Tom Tugendhat MP and representatives from BT and Gigaclear but Tom had been disappointed that they hadn't sent the right people along to field questions. Openreach and BT have now separated which should open to market to other suppliers and make it easier for people to have access to better broadband. Originally the Government committed to 95% population having a minimum broadband speed of 3mpbs, Tom is campaigning for everyone to have access to broadband but the consensus at the meeting was that 3mpbs wasn't adequate. He had scheduled a meeting with the Chief Executive of OpenReach. In Ightham most of the village now has access to broadband although residents in Ivy Hatch still have a poor service, people still experiencing problems should write to: [tom.tugendhat.mp@parliament.uk](mailto:tom.tugendhat.mp@parliament.uk)

**Tree Survey** - Update – Cllr Brierley had looked at the tree survey and recommended that we should carry out the work recommended although nothing is urgent. She suggested that we don't have any ivy removed until birds have finished nesting. The Parish Clerk was asked to obtain a quote from TreeAbility and James Hayward and carry out the work on a priority basis.

**Parish Alliance** – Update – The Parish Alliance are currently focused on Celcon. No meetings are scheduled at the moment.

**Annual Parish Meeting 27<sup>th</sup> April** - Parish Clerk to invite parishioners and organise the drinks.

Signed: .....Date:.....

**New email address** – The Parish Clerk has a new generic email address: [ighthamclerk@gmail.com](mailto:ighthamclerk@gmail.com). It was decided that all future emails should be directed via the Parish Clerk and that personal email addresses for Councillors should be removed from the Parish website. We will also reorganise the areas of responsibility at the AGM in May.

## 8. CORRESPONDENCE

**Annual Review** – Due June 2017 – The Parish Clerk has set up a meeting with the Internal Auditor on 15<sup>th</sup> May, this will give us time to sign off our accounts and complete the annual review by the deadline of 26<sup>th</sup> June. Parish Clerk to summarise what's included in the annual review and circulate.

**KALC** – Membership 2017 – It was agreed that we would continue with our membership and that KALC was an invaluable resource.

## 9. FINANCE

The following accounts are submitted for payment: Proposed by Cllr Willingham and seconded by Cllr Mitchem.

|  |                  |
|--|------------------|
| Parish Clerk Salary & Expenses           | £540.93          |
| Easily Renewal – Domain Name             | £29.99           |
| Gel Creative - Website                   | £35.00           |
| Citizens Advice - Donation               | £100.00          |
| KALC Annual Subscription                 | £847.34          |
| JH Gardening – Work in recreation ground | £100.00          |
| Latitude – Scout Hut Fees                | £2,640.00        |
| Abstruct – Scout Hut Fees                | £1,680.00        |
| <b>Total for April</b>                   | <b>£5,973.26</b> |

### Income

|   |            |
|---|------------|
| TMBC – Precept – 1 <sup>st</sup> Installement | £58,474.50 |
| Skips - Rental                                | £587.50    |

Financial position at 31 March 2017: Current account: £5,344.72 (including unpresented cheques £1,246)

Deposit account: £91,402.27

## 10. AOB

Cllr Cracknell reported that there is a Christian Aid Bring and Buy Sale at the Rectory on May 13<sup>th</sup>.

Cllr Willingham reported that there has been an attempted break in at the village hall and a window sash needs replacing. The cost of replacing the sash will be £250 or alternatively we would but a new UPVC window for £650 which would need no further maintenance. It was agreed that we should replace the window with a UPVC window as it would be more cost effective in the long run.

Cllr Willingham reported that TMBC had confirmed that the plastic is collected from the recycling bin twice a week. We are getting frequent reports of the the bins overflowing since the closure of the Borough Green collection site. The Parish Clerk has reported this to TMBC.

Cllr Brierley reported that the footpath sign had reappeared on Oldbury Lane.

Cllr Edge McKenna asked whether we could ask Bob to water the beech hedging in the recreation ground.

The meeting closed at 9.50pm

Signed: .....Date:.....

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD  
ON TUESDAY 21st MARCH 2017 IGHTHAM VILLAGE HALL AT 7.45pm**

Present: Cllr Mike Holden (Acting Chairman), Cllr Julian Brewer Cllr Sue Brierley, Cllr Cracknell, Cllr Edge-McKenna, Cllr Edwards, Cllr Hall, Cllr Mitchem, Cllr Willingham, , The Parish Clerk and 16 members of public.

Cllr Holden asked members of the public to raise any concerns at the beginning of the meeting. The majority of the people in attendance had come to find out about the H&H Celcon application.

Cllr Holden outlined our position: Ightham Parish Council were made aware in December 2016 that H+H were looking to increase their operations by extending the quarry to the west of the existing works. The first stage to this was a Scoping Opinion to determine that extent of an Environmental Impact Assessment. Ightham Parish Council was consulted by KCC on the proposed scope and provided comments. At this stage there is only a Scope, which is a 60+ page document defining what needs to go into the environmental impact assessment. No formal planning application has been submitted. KCC is the planning authority as it is a minerals application.

A resident raised a concern that Ightham Parish Council should make a decision on their view before an application comes in so that they are prepared to make a response. Cllr Holden said that steps are being taken, albeit more generally, to ensure that due consideration is given to AONB and MGB status when such large scale planning applications come in. The Parish Alliance, which Ightham is a member of, have recently sent a letter to our MP, Tom Tugendhat, asking for his support in protecting the greenbelt and AONB. Tom has recently sent a letter to the Minister of State for Housing and Planning asking for his commitment to ensuring policies restricting development on greenbelt and in AONB's are adhered to when applications are received. Although these letters were largely in relation to the Borough Green Garden City development, the letter is of a generic nature and can also be applied to this potential application.

Cllr Holden reported that at last months meeting, Ightham Parish Council made a democratic decision not to form an opinion until a formal application is received. Until then we don't have all of the facts in place to make a decision. Once an application is received, given the scale of the development there is likely to be a public consultation. KCC will make the ultimate decision and there will be a wide range of consultees. including Ightham Parish Council and TMBC, and we expect that any application will be made available to members of the public at the same time.

A resident asked how we would make a decision to support or not support an application. Cllr Holden responded that we would look at the impact on the village as a whole and take a balanced view. Factors will include the individuals who are adversely affected, the jobs at risk, protecting scarce resources and health.

Cllr Rayner said that it was clear from the Environmental Impact Scoping Document that it would take around 12 months for the planning authority to take into consideration all factors as it's a highly protected site within the curtilage of a grade 2 listed building. Once the application is received, all parishes can request an extension of time to respond (which is usually 28 days) especially if the application is received during the summer months.

Cllr Holden confirmed that the Parish Council would discuss any planning application at its normal monthly meeting, but could hold an emergency meeting for the application to be discussed if necessary.

In the meantime, the public were urged to write to the local MP, KCC and TMBC if they have any concerns, as the more correspondence received, the more likely concerns are taken into account in the decision making process.

A resident has launched a website ighthamhub.com, opposing the extension of the sand quarry.

**32. APOLOGIES FOR ABSENCE - None**

**33. DECLARATION OF INTERESTS - None**

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- 34. UPDATE FROM BOROUGH COUNCILLOR** - Cllr Betts reported that he was still trying to resolve the ongoing drainage issue at Styants Bottom and had referred it to Matthew Balfour at KCC. There is no update on the bollards on A25. Council Tax bills are being sent out and have a slightly different layout due to the fairer charging system which is fully explained in the paperwork. Cllr Betts mentioned two organisations to make parishioners aware of: The Economic Regeneration Advisory Board who have a scheme to support businesses in the retail sector and The Leader Programme that offer grants to support rural businesses. Details of both are available via [www.tmbc.gov.uk](http://www.tmbc.gov.uk) Caroline Lingham is the Manager for the Leader Programme [westkentleader@sevenoaks.gov.uk](mailto:westkentleader@sevenoaks.gov.uk)

Cllr Betts attended the PTAB Meeting (Planning & Transportation Board) due to his interest in the KCC draft Freight Action Plan. There are ongoing issues with HGV's and illegal parking in Kent villages and more support is being given to communities to tackle the problems, ie photographing number plates and reporting them to the police, more action will be taken. There is now funding in place for a lorry park as Operation Stack has been a huge problem for KCC.

- 35. APPOINTMENT OF NEW PARISH COUNCILLOR** - Cllr Holden gave a formal welcome and thanks to Julian Brewer who has joined Ightham Parish Council. The Declaration of Acceptance of Office and Disclosure of Pecuniary Interests forms were handed over for Mr Brewer to complete.

- 36. APPOINTMENT OF CHAIRMAN** – Cllr Holden asked fellow councillors to consider taking on the role of Chairman, he will continue as acting Chairman until someone comes forward.

### **37. PLANNING APPLICATIONS**

**TM/17/00245/TPOC** - 20 Nutfields, Ightham, Sevenoaks, Kent, TN15 9EA. Remove smaller branches of overhanging trees to previous reduction to give approx 2 to 3 metre clearance to garage. Oak tree to lightly crown lift, Oaks to the side of the property to remove regrowth to the vicinity of the previous reduction on the house side. Over the gate, remove two lower branches to a suitable growing point. "No objection providing Liz Guthrie is content."

**TM/17/00537/LDE** – The Groom, Chart Farm, Styants Bottom Road, Seal Chart TN15 0ES. Lawful Development Certificate Existing – Siting and use of a mobile home for in excess of 10 years as an independent dwelling. The general consensus is that we should leave TMBC to decide. Cllr Holden to look at the site before we respond.

**TM/17/00565/FL** – 6 Fen Meadow, Ightham, TN16 9HT. Removal of existing rear conservatory and replacement with an orangery in the same location. "No objection."

**TM/17/00496/FL** – Chestnut End, 1 Tebbs Way, Ightham, Sevenoaks, TN15 9BJ. Proposed garage conversion to habitable accommodation, construction of single storey rear extension and side porch. Insertion of new dormers to existing games room above garage with internal alterations, insertion of 3 sun tubes and change window to door on the rear elevation. "No objection."

**TM/17/00505/TPOC** – Land at Rose Wood, Sandy Lane, Ivy Hatch, Sevenoaks. Coppice area of woodland covered by Tree Preservation Order No 2, 2002. "No objection providing Liz Guthrie is content but we question whether this is the right time of year to be coppicing."

**TM/17/00546/FL** – Nutwood House, 9 Durlings Orchard, Ightham. Proposed single storey rear kitchen extension. Cllr Cracknell to go and have a look.

**TM/17/00370/FL** – 10 Common Road, Ightham, Sevenoaks, TN15 9DY. Proposed replacement side and rear extension, alterations and modernisation of existing dwelling. "No objection."

#### **Planning Applications Approved**

**TM/ 17/00211/FL** The Bungalow, Ismays Road, Ightham, Sevenoaks, Kent, TN15 9BE. Erection of outbuilding for use as residential annex.

**TM/ 17/00121/RD** Selected Plants Nursery, Ismays Road, Ivy Hatch, Sevenoaks, Kent. Details submitted pursuant to conditions 2 (materials) and 3 (construction for building) of planning permission TM/14/03507/FL (Demolition and replacement of existing dry storage shed).

**TM/ 17/00029/LB** Old Laundry Cottage, Mote Road, Ivy Hatch, Sevenoaks, Kent TN15 0NT. Listed building application: Reinstatement of first floor to create a third bedroom. Resubmission of existing consent TM/14/00695/LB

#### **Other planning matters**

**Planning Enforcement Matters** – A property in Ightham is being investigated by TMBC enforcement, details remain Private & Confidential.

**H&H Celcon** - Proposed Western Extension – See above. The Parish Council will not comment further until an application is received.

Signed: .....Date:.....

**Dark Hill/Gracelands Development** – Further information received from developers and further correspondence has been circulated including an email from the Chair of Governors at Ightham School saying that the school Governors would be interested in pursuing the idea of a new school but only if the proposed development as a whole goes ahead. The Parish Council have been led to believe that the school is the key driving force behind the development which wouldn't go ahead unless it was supported by the Parish Council. It was agreed at the last meeting that the Parish Council would form a view on the proposals. Whilst in principle most Parish Councillors would support a new school and initially the Parish Council put forward the Dark Hill site for the possible relocation of the school in the Local Plan, Parish Councillors have concerns and comments about the proposal as a whole:

- The future of the school is the responsibility of KCC
- IPC question the need for the amount of additional accommodation proposed, c.150 houses plus elderly accommodation. A recent Housing Needs Survey carried out by the Parish Council only identified a need for a very small amount of additional housing in Ightham
- The site is located such that access will be very tricky and we feel that there will be a lot of opposition based upon safety. The Parish Alliance has recently undertaken a traffic survey which concluded that further development around the Dark Hill roundabout could mean that traffic will come to a standstill
- The proposal is for a 2 form entry school which would mean that there would be approx 420 children plus up to 100 staff accessing the school at peak times. With residents as well it will mean approx 800 additional people on this stretch of the road, less than 100m from the Dark Hill roundabout
- Less than 50% children currently at Ightham primary school are from Ightham, if the new school reaches capacity that will be approx 300 children who will need to be driven in from other towns and villages.
- The site is directly across the road from H&H Celcon, producing and transporting materials that some believe are a health risk
- The site is within an AONB and MGB and hasn't been included in The Local Plan
- We have concerns about the financing and are not convinced that the development would pay for a school of the size being proposed. A Department of Education endorsed report suggested that a school of this size would cost in the region of £8.4million
- Concern about what level of parking would be included on the site to accommodate school children and staff
- Concern about already stretched services such as Doctors and Dentists

Taking into consideration all of the comments above, Cllr Hall proposed that our response to the development should be "based upon what we have seen in the proposal, Ightham Parish Council cannot support it" Cllr Willingham seconded this. On a vote, 8 Parish Councillors support this view, 1 abstained. Cllr Hilden agreed to let the developers know along with the Chair of Governors and Ian Bailey at TMBC.

**6. MINUTES** The Minutes of the meeting on 12 February 2017 were signed as a true record of that meeting.

**7. MATTERS ARISING**

**Kent Highways** – items to be reported. Manhole cover of triangle of A25 Sevenoaks Road, completely open. Pothole by post box at the top of Rectory Lane. New 30mph sign on Fen Pond Road, obscured by foliage. Pothole outside Greenvales on Coach Road, road subsiding 25m from Pine Tree Lane along Coach Road.

**Highways Matters** – Update following meeting on 6th March – a note was circulated following a meeting between Cllr Holden, The Parish Clerk and Kent Highways. The overriding message was that we needed to go via our County Council member if we wanted anything to be done. There is no current data to back up our traffic concerns throughout the village. Regarding the post box on Back Lane, it was suggested that it is moved forward by approx 1 meter, into Back Lane. Parish Clerk to contact Royal Mail.

**Proposed Public Footpath Diversions at Longstead Cottage, Old Lane MR418** – Update. Cllrs Holden and Brierley and the Parish Clerk met with the owner of Longstead last week to discuss the proposal for the footpath MR418 to be diverted as they are concerned about security. The footpath is currently accessed via the owners front drive and runs across their front garden. The owners are proposing that the footpath is accessed by a separate gate and is diverted along the inside of their boundary which runs parallel to Common Road. The Parish Council had initially objected to the proposal on the basis that the house was purchased with the knowledge of the existence of the footpath. The Parish Council is aware that there has been opposition to the diversion of the footpath from local residents and The Ramblers Association and also that there is a reluctance for footpaths to be moved generally. The footpath was traditionally a short cut to the old works off Redwell Lane and to the nearby pub. The cost of moving the footpath would be met by the owners who have been in contact with KCC PROW. The new footpath would have to meet access requirements and KCC have indicated to the owners that they would withdraw their objection to diverting the path if the new route is accessible. No steps or styles are permitted and the surface must be a fair weather surface which can be used by

Signed: .....Date:.....



wheelchairs and prams. After some debate the Parish Council took a vote, Cllr Hall proposed that we should not raise any objection to the proposal put forward by the landowners, this was seconded by Cllr Edwards. 4 Councillors agreed with this, 2 were against and 3 abstained. The Parish Clerk was asked to write to the owners accordingly. At this stage we have not been asked by KCC PROW to comment further.

**Proposed new Scout Hut/Pavilion**– Cllr Holden to consider the legal position between the Scouts and the Parish Council.

**Ightham Cricket Club** – Update – Works Started – Request for additional funding. The Cricket Club have almost completed Phase 1 of their works. The Parish Council agreed to donate £15,000 and the Cricket Club are asking for a further donation of £3,230 to cover an overrun on costs. It was agreed that we would make this donation but that we would not be able to donate anything further. Cllr Holden to arrange to meet with the Cricket Club to discuss the works and future funding. Cllr Betts suggested that the Cricket Club contact the Hive Lottery.

**Busty Stream/ Flooding** – We have been passed letters between Max Tant & Tom Tugendhat MP about the delay in the report into the flood last June. In the meantime, a Flood Forum Group has been set up between residents and the Flood Action Group, which is a registered Charity. The Group has met twice already and is in the process of putting together an action plan. The plan will be made up of a list of questions from residents and when complete the Flood Action Group will bring together the 4 main authorities who deal with flooding to provide answers to the questions. We are awaiting the report from KCC before the plan can be finalised. Some residents have still not moved back into their homes.

**Lease for Tennis Club** - Update – Nothing to report.

**Car Park Extension in Recreation Ground** – Update –Signage & Noticeboard now installed. The lights are still not connected as there was a problem with a tree root. The Parish Clerk is pursuing UK Power Networks and Latitude to resolve the issue. In addition, it would seem the the lighs are not very robust and have had to be fixed several times already. If we have continuiing problems then a potential solution would be to move them to the pathway up to the Tennis Club and replace them with lower level lights. The Parish Clerk was asked to contact the Architect to discuss the Parish Councils dissatisfaction with the situation. Cllr Holden reported that the metal railings along the front of the recreation ground were damaged. Cllr Willingham to go and look.

**Broadband – Update** - Better Broadband Subsidy Scheme. Cllr Holden is attending an event on Friday 24<sup>th</sup> March hosted by Tom Tugendgat and attended by senior representatives from BT. The purpose is to find solutions to poor broadband speeds. These is also a subsidy scheme in place for those getting speeds of less than 2Mb per second. Details via [www.basicbroadbandchecker.culture.gov.uk](http://www.basicbroadbandchecker.culture.gov.uk).

**Tree Survey** - Report received. Cllr Brierley to review and Parish Clerk to circulate to other Councillors.

**Registration of War Memorial and triangle of land by the Plough** – deferred, to be discussed at the next meeting.

**Defibrillator** – Cabinet light out and new pads required. The Parish Clerk has just ordered new pads as the existing ones have expired. The light in the cabinet is out and Cllr Willingham agreed to check it.

**Parish Alliance** – Update – The Parish Alliance have written to TMBC to withdraw their support for the Dark Hill proposal. Harry Rayner has written to Tom Tugendhat about preservation of AONB and MGB in considering developments. Cllr Betts explained that The Parish Alliance has been formed as there are shared concerns of local rural parishes and the group will give a stronger voice than individual parishes.

**Annual Parish Meeting** – The meeting is scheduled for Thursday 27<sup>th</sup> April and it was decided that as speeding was an area of concern for parishioners that we should get someone along from Kent Highways. Parish Clerk to send invitations. The Parish Clerk was also asked to pursue the possibility of getting data on speeds of traffic on Fen Pond Road.

**Mens Breakfast/PC Surgery** – Future meetings. Cllr Holden suggested that members of the public should be encouraged to come along to the Parish meeting to air their concerns and would be allocated a slot at the beginning of the meeting. The surgery will no longer go ahead.

## 8. CORRESPONDENCE

**KALC** – The S.137 Limits on expenditure have been increased to £7.57 per elector. This amounts to £12,134 for Ightham in 2017/8.

**Proposal for Public Spaces Protection Orders** – Survey – this was circulated to Councillors to complete  
**Letter from Harry Rayner about County Council Elections in May 2017** – Cllr Rayner will be standing as the Conservative candidate for Kent County Council elections in May.

**Request for donation from Citizens Advice** – It was agreed that we would donate £100.

**Bird scaring at St Clere Estate** – Cllr Mitchem had received a call from a resident about bird scaring at St Clere Estate. The resident has been in touch with St Clere and it would appear that they are acting within the guidelines set down by the NFU. The resident will keep Cllr Mitchem informed.

Signed: .....Date:.....

**H+H Celcon Dust Emissions** – The Parish Alliance had written to TMBC regarding concerns about dust emissions from Celcon. The Environmental Team will investigate and report back.

## 9. FINANCE

The following accounts are submitted for payment: proposed by Cllr Willingham and seconded by Cllr Brierley.

|   |           |
|---|-----------|
| Parish Clerk Salary & Expenses  | £538.83   |
| Gel Creative - Website  | £35.00    |
| Play Cubed – Astroturf by gate  | £841.50   |
| TreeAbility – Visual Tree Inspection  | £504.00   |
| Wel Medical – New electrode pads for defibrillator  | £77.82    |
| Wrotham Parish Council – BG Technical Appraisal   | £300.00   |
| Bob Lee Amies - Work to recreation ground, war memorial and village hall car park, plants | £672.00   |
| EDF – Electricity to Pavilion   | £29.25    |
| Dillon Projects Limited - Cricket Club Mower Shed   | £5,110.00 |
| Yellow Duck – Signage in Recreation ground  | £306.00   |
| GA Willingham – Sign and notice board installation & works at the village hall            | £930.00   |

Financial position at 28 February 2017: Current account: £4,104.07 (including unpresented cheques £387)  
Deposit account: £101,402.27

## 10. AOB

Cllr Willingham requested that meetings start earlier as they are getting longer and later. It was agreed that from April we would start the meetings at 7.15pm and that this earlier start time would be publicised on the Parish website.

Cllr Hall reported that the mobile phone signal was as much as an issue as poor broadband in certain areas in Ightham and should be raised with our MP.

Cllr Mitchem requested that we swap some of the areas of responsibility for councillors now that Julian has joined. This can be done at the AGM.

Cllr Brierley reported that the new footpath sign in Oldbury Lane has disappeared. The Parish Clerk as requested a new sign from KCC.

The meeting closed at 10.50pm

A full copy of the minutes can be found on the website [www.ightham.org](http://www.ightham.org)

Signed: .....Date:.....

2/17

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD  
ON TUESDAY 21st FEBRUARY 2017 AT IGHTHAM VILLAGE HALL AT 7.45pm**

Present: Cllr Holden, Cllr Brierley, Cllr Edge-McKenna, Cllr Edwards, Cllr Mitchem, Cllr Willingham, The Parish Clerk, Borough Councillors Betts and Coffin.

**38. APOLOGIES FOR ABSENCE**

Cllr Cracknell, Cllr Hall

**39. DECLARATION OF INTERESTS**

None

**40. UPDATE FROM BOROUGH COUNCILLOR**

Cllr Coffin reported that the budget cycle had been completed and that TMBC had raised their precept by £5 per Band D household per annum, amounting to a 2.6% increase. The shortfall in funding from the Government amounts to £1 million therefore some services will have to be cut back/changed accordingly. The County Council have raised their rates by 4.99%.

Cllr Betts reported that the bollards on Sevenoaks Road junction still hadn't been fixed and he thought that they may eventually get replaced by reflective bollards as they are more cost effective. We may not see these until the new financial year.

Cllr Betts reported that the rules regarding members site inspections in relation to planning had been tightened up. The ruling allows parish representatives to attend the meetings.

There is likely to be an appeal for against the planning decision for 2 Willows on Jubilee Crescent.

**41. PARISH COUNCILLOR VACANCY - UPDATE**

Cllr Holden and the Parish Clerk had met with 4 candidates, all of whom would be suitable to fill the vacancy. We only have 1 vacancy to fill at the moment and Cllr Holden asked existing members of the Parish Council to consider letting us know whether they are thinking of standing down in the near future as we would like to keep all candidates in mind should a vacancy/vacancies arise in the short term. Cllr Holden and the Parish Clerk will provide a summary of candidates and will make a recommendation of their preferred choice for the current vacancy. An email will be circulated with a view to making a decision.

**42. PLANNING APPLICATIONS**

**TM/17/00211/FL** - The Bungalow, Ismays Road, Ightham. Erection of outbuilding as use for residential annex. "No objection."

**TM/17/00222/FL** - Beaconsmount Close, Pine Tree Lane, Ivy Hatch, Sevenoaks, Kent, TN15 0NJ.

Demolition of existing house and the erection of a replacement dwelling with detached garage. Applicant: Mrs Carole Tees, Cloverley Farm, Brissenden Green, Lane Bethersden, TN26 3BJ. "No objection."

**TM/17/00273/FL** - Tarn Hows, Sandy Lane, Ivy Hatch, Sevenoaks, Kent TN15 0PB. Removal of existing external cladding and addition of new brick external skin to ground floor and tile hanging to first floor. Erection of pitched roof porch to replace existing flat roof porch. Applicant: Mr & Mrs D Moon. "No objection."

**TM/17/00277/TNCA** - The Well Springs, Rectory Lane, Ightham, Sevenoaks, Kent, TN15 9AJ. T1 Silver Birch - Fell to ground level and replacement with ornamental tree. Applicant: Ms Camilla Sagemo. "No objection providing Liz Guthrie is content."

**TM/17/00370/FL** - 10 Common Road, Ightham, Sevenoaks, TN15 9DY. Proposed replacement side and rear extension, alterations and modernisation of existing dwelling. Cllr Holden took the application to consider, Cllr Willingham to review.

**Planning Applications Approved**

**TM/17/00022/TNCA** - T2, Silver Birch - Fell in sections to near ground level, Crown House, High Cross Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NR.

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**TM/16/03532/RD** - Details of condition 2 (materials) pursuant to planning permission TM/15/01351/FL (Extension to existing house, enlargement of existing garage, relocation of outdoor swimming pool and the widening of driveway access (resubmission of TM/15/00035/FL)) - Kelen Croft, Mill Lane, Ightham, Sevenoaks, Kent, TN15 9BH.

**6. MINUTES** - The Minutes of the meeting held on 19 December 2016 were signed as a true record of the meeting.

## **7. MATTERS ARISING**

**Kent Highways** – items to be reported. A resident from Hazlebourne Avenue, Dark Hill Road had reported that there had been a number of accidents on Dark Hill Road and had enquired about the procedure for applying for street lighting. The Parish Clerk was asked to send a response to say that Ightham Parish has no street lighting but would raise the issue with Kent Highways at the next meeting. A section of this road falls within Ightham Parish.

**Letter from Residents about HGV Signage** – Following the Minutes from the last meeting we have received some correspondence regarding HGV Signage. A local business in Ismays Road questioned the need for a ban on HGV's as it would affect deliveries and requesting that we consider all the surrounding roads, the matter will be discussed with Kent Highways and it was thought that it would be better to have an advisory signage rather than a blanket ban. We have also received a report that a HGV knocked over a pylon on Spring Lane having ignored the HGV sign. We will also raise with Kent Highways.

**Fen Pond Road** – Progress report – The 30mph signs have now been moved.

**Bates Hill/ Tonbridge Road Traffic calming** – Update –SIDS – The Parish Clerk and Cllr Holden have a meeting with Kent Highways on 6<sup>th</sup> March and will go through the list of outstanding highways issues including those mentioned above; the proposed 20mph speed limit in Oldbury Lane, repositioning of post box on Back Lane, the Oldbury Lane Junction with A25 (including bollards).

**Proposed Public Footpath Diversions at Longstead Cottage, Old Lane MR418** – Update – Nothing to report.

**Proposed new Scout Hut/Pavilion**– Update – Cllr Holden is attending a fundraising committee meeting on 22<sup>nd</sup> February. The build costs are estimated at £500-£600k and scouts are awaiting a revised architects drawing before going to tender. Cllr Holden has asked the scouts to send the parish council a formal funding request and also a paper outlining the need for a separate scout building. This document has already been sent to Cllr Holden and will be circulated to Parish Councillors. The scouts have taken some financial advice and VAT will potentially be incurred if the building is used for commercial gain. This needs to be taken into consideration in the funding provisions and terms of the lease. The Parish Council await a funding proposal request before making any decisions.

**Ightham Cricket Club** – Update – Works have started on the mower store and refurbishment of the pavilion. The Parish Council are contributing a maximum of £15,000 towards the works and will provide a breakdown of payments to date.

**Busty Stream/ Flooding** – Update – Max Tant, KCC had sent an update to the Parish Clerk to say that the draft report is almost complete. KCC are working with the National Flood Forum (NFF) to support Kent Communities at risk of flooding and the officer from NFF has arranged a meeting with Cllr Cracknell and Cllr Holden on 24<sup>th</sup> February to help to coordinate community activities. KCC have also been talking to a contractor about an outline design for a trash screen but this is only to get a costing, not necessarily proceed with this course of action.

**Lease for Tennis Club** - Update – Request for pathway lighting – The Tennis Club are speaking to their local LTA coordinator about the lease. The Parish Clerk has yet to obtain costings for the pathway lights.

**Play Ground** - Update – The astroturf for the section by the gate has been ordered is due to be installed this week.

**Car Park Extension in Recreation Ground** – Update –Signage, Lights, Salt Bin, Trees – The signage has arrived and the Parish Clerk and Cllr Edge-McKenna will meet with Cllr Willingham to decide where to install it along with the new noticeboard. The lights are due to be connected this week. We have received a request for a salt bin in the new car park following the recent snowfall. Cllr Brierley reported that the use of salt, even in small quantities would cause extensive damage to the trees. With this in mind, and the infrequency of the weather condition which caused the surface of the car park to ice over, it was decided that we wouldn't go ahead with this. Parish Clerk to respond accordingly.

**Broadband** – Update - Tom Tugendhat MP is hosting a meeting with various service providers on Friday 24<sup>th</sup> March at Leybourne Village Hall to find solutions to poor broadband speeds. Those wishing to attend should email [tom.tugendhat.mp@Parliament.uk](mailto:tom.tugendhat.mp@Parliament.uk) Notice to go into the parish magazine and on the website.

**H&H Celcon** – We have been sent a link to the scoping opinion but have been unable to access it. We are still waiting for a planning application which we understand will be sent in Spring 2017. Cllr Holden asked whether the Parish Council would support any application as he is due to attend a Parish Alliance meeting and wanted to put forward our views at the meeting. The general consensus was that Ightham Parish Council should wait to receive a Planning Application before forming a view but would report to the Parish Alliance that we are aware of a lot of opposition from residents.

Signed: .....Date:.....

**Dark Hill/Gracelands Development** – The Parish Council had a presentation from Open Arc ahead of this meeting to outline the proposals for development at Dark Hill which includes a new 2 form entry school, elderly and affordable housing, a MUGA pitch and a mix of housing. This proposal will go onto the agenda for the next meeting for consideration.

**Parish Alliance** – Meeting 24<sup>th</sup> February 2017 – Cllr Holden to attend.

**Tree Survey** The tree survey has now been done by Treeability and we are awaiting the report.

**Pentecost Picnic** – 4<sup>th</sup> June Recreation Ground – This has now been cancelled.

**Accident at Village Hall** – A gentleman had recently injured himself on the village hall railings. Cllr Willingham and the Parish Clerk had been in touch with him to discuss improving the visibility of the railings. Cllr Willingham had bought some reflective strips and the lights above the doors have now been fixed as one of them had been out when the incident occurred.

**Registration of War Memorial and triangle of land by the Plough** – Defer to the next meeting.

## 8. CORRESPONDENCE

**Great British Spring Clean** – KCC have organised a Great British Spring Clean. Advert to go onto the website [www.greatbritishspringclean.org.uk](http://www.greatbritishspringclean.org.uk)

**Freight Action Plan** – Tim Shaw Letter re J5 Slips – Tim Shaw has drafted a letter for Parishes to request that the J5 Slips are included in the Kent Freight Action Plan. It was agreed that we would support this and would respond accordingly to the consultation.

**Nat West Borough Green** – Update – Tom Tudgendhat had received a letter from RBS to say that the decision to close NatWest in Borough Green would stand.

**Invitation to Lord Lieutenant of Kent Annual Civic Service** – 14 March – No volunteers to attend.

## 9. FINANCE

The following accounts are submitted for payment:

|   |           |
|---|-----------|
| Parish Clerk Salary & Expenses  | £547.96   |
| Gel Creative - Website  | £35.00    |
| Cricket Club Works  | £3,000.00 |
| Cricket Club – Building Regs Fee  | £168.00   |
| Ightham Village Hall – Rental November 2016-January 2017                | £240.00   |
| KALC – Seminar Fees (inc VAT)   | £72.00    |
| Village Hall Insurance Renewal  | £2,301.51 |
| Warners – Legal Fees – Registration of Recreation Ground (inc VAT £220) | £1,530.00 |
| Cricket Club – Interim works and tree stump removal                     | £3,700.00 |
| South East Water – Water bill for pavilion                              | £28.58    |
| St Peters Church – Annual contribution for parish magazine printing     | £40.00    |
| RBC Electrical Contractors – Fixing lights at village hall              | £94.44    |
| SJ Sharp Joinery – New parish noticeboard                               | £900.00   |
| American Express – Paper and printing ink                               | £35.73    |

### **Paid before meeting**

|   |           |
|---|-----------|
| LJ Marsh – New Lighting in Recreation Ground (inc VAT £1,613) | £9,678.00 |
| Play Cubed – Deposit for astroturf by gate                    | £280.50   |

### **Income**

|                |         |
|----------------|---------|
| Allotment Fees | £450.00 |
|----------------|---------|

Financial position at 31 January 2017: Current account: £1,751.00 (including unrepresented cheques £9,998.50)  
Deposit account: £116,401.40

## 10. AOB

Cllr Brierley reported that the footpath sign on Oldbury Lane has been stolen, Parish Clerk to report.

Cllr Holden reported that the music festival would be on the 10<sup>th</sup> June 2017.

The meeting closed at 10.25pm

Signed: .....Date:.....

1/17

**MINUTES OF THE MEETING OF THE PARISH COUNCIL  
ON TUESDAY 17<sup>th</sup> JANUARY 2017 IGHTHAM VILLAGE HALL AT 7.45pm**

Present: Cllr Holden, Cllr Brierley, Cllr Cracknell, Cllr Edge-McKenna, Cllr Edwards, Cllr Mitchem, Cllr Willingham, The Parish Clerk, Cllr Taylor (Borough Green PC and TMBC for Borough Green Ward) Cllr Rayner (Wrotham PC and Vice Chair of KALC) and 22 members of public

**43. APOLOGIES FOR ABSENCE**

Cllr Hall & Cllr Betts

**44. DECLARATION OF INTERESTS**

None

**45. UPDATE FROM BOROUGH COUNCILLOR**

Cllr Taylor apologised on behalf of the Parish Alliance for the inclusion of the Gracelands (Dark Hill) site in the Local Plan. The Parish Alliance had understood that Ightham PC had supported its inclusion but are now aware that this was not the case. He suggested that the Parish Alliance meet in February to discuss sites to be included. In summary, the Parish Alliance is a group of 4 local parishes: Borough Green, Wrotham, Platt and Ightham who speak with one voice on some local issues as acting as a group they can be more effective.

Cllr Taylor also brought a letter opposing the closure of the NatWest Bank in Borough Green, this was signed by the Chairman and Parish Clerk. This has also been signed by other parishes and will be sent along with a petition to Head Office at Nat West.

Philippa Parker, a resident from Fen Pond Road, gave a short presentation on the potential H & H Celcon Planning Application, advising the meeting that she was speaking on behalf of Ightham residents who would be directly affected if the proposal went ahead. The reasons for objecting are summarised:

1. Site 50, the area proposed for conversion to quarry in 2011, was stamped "non-allocated" under the Kent Minerals and Waste Local Plan (KMWLP). This didn't originally include the 5 acres towards Fen Pond Road, it now does.
2. The land is within the AONB and a designated protection site and a site of special scientific interest. It is a habitat for protected species.
3. H&H have past backfill history of noxious substances
4. Destruction of a heritage site and impact on a Grade II\* listed building
5. The impact of the expansion and development of H&H Celcon on traffic and visual issues
6. The carcinogenic effects of a silica sand quarry

Cllr Holden reported that Ightham Parish Council had been notified in December 2016 by KCC of a request for a scoping opinion to determine the environmental impact of a proposed planning application to extend Ightham Sand Quarry. This alerted us to the fact that there is likely be planning application and we now have time to gather information to enable us to give a view once we are consulted. Cllr Holden said that the presentation had been very helpful in this regard. A member of public asked whether the Parish Alliance would be involved. Cllr Holden said that we would ask for their support in our view.

Cllr Rayner said that he would be standing as County Councillor in May and believes that this will be a critical issue. He commented that (1) a planning application must be submitted before any response can be made (2) he believes that there are strong arguments for opposing an application as there need to be special or exceptional circumstances to develop in AONB or Metropolitan Greenbelt; such circumstances here are not obvious. Cllr Rayner recommended the services of a Planning Consultant as the application could be easily defended if the Parish Council could raise enough money. There was precedent with a previous 2006 H&H Celcon application when all money raised towards the defence was later recovered. Cllr Holden said that if we were to employ a legal or other advisor that we would have to limit our financial liability. A member of public asked what sort of aspects the Parish Council take into account when responding to a planning application? Cllr Holden said we would consider the impact on the village and whether that impact was acceptable. The Parish Council seek broadly to represent the views of the parishioners. Cllr Mitchem said that the H&H site was not in the current Kent Minerals and Waste Local Plan but it is out for consultation. (see below). Other

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considerations that should be raised if an application comes in are the location of the high pressure gas pipeline and the monitoring of long term health impacts of quarry works.

Cllr Rayner reported that he attended a Conservative party meeting on 16<sup>th</sup> January and was made aware that some KCC member funding is available for areas that have poor quality broadband. Cllr Holden asked the Parish Clerk to find out what funding is available and on what terms. A resident from Fen Pond Road said that broadband was poor despite fibre being installed and was concerned that in such cases residents wouldn't have access to any help. Another resident said that different fibres would affect the broadband speeds. Cllr Holden recommended that any issues should be communicated to the local MP, Tom Tugendhat who has offered in the past to take issues forward. Cllr Rayner said that Rt Hon Tom Tugendhat MBE MP will be holding a Surgery in Borough Green Village Hall 9.30am onwards on 17th February by appointment only. To book a meeting [email](#), or call 020 7219 4727.

A resident in Borough Green Road whose property was flooded asked whether there was any update on the flood report. He was enquiring about funding towards flood defence measures. The Parish Clerk reported that she has been in contact with Max Tant who was waiting to speak with a couple of residents before issuing the report and confirmed, that no decision about funding could be made until the report is issued. An update is in the December Minutes and will be emailed to residents pending the report from KCC.

A resident from Fen Pond Road said that the pond often flooded and needed dredging. This isn't maintained by the Council, as it is privately owned. The Parish Clerk was asked to make Max Tant aware as KCC would have access to Land Registry records to establish who the owner is.

A resident asked about progress of moving the 30mph sign on Fen Pond Road, The Parish Clerk reported that she had repeatedly chased this up but had no further update.

There is also no update on the A25 traffic calming measures, it is with KCC at the moment.

Cllr Cracknell urged residents to contact the local MP with highways issues.

**46. PARISH COUNCILLOR VACANCY & ELECTION OF CHAIRMAN**

Cllr Holden is to continue as acting Chairman until someone else comes forward. We have one candidate for Parish Councillor, Cllr Holden and the Parish Clerk to set up a meeting.

**47. PLANNING APPLICATIONS**

**TM/17/00022/TNCA - T2 Silver Birch** – Fell in sections to near ground level. Crown House, High Cross Road, Ivy Hatch, Sevenoaks, Kent TN15 0NR. Leafmatters Ltd. "No objection providing Liz Guthrie is content."

**TM/16/02256/FL** - Peel House – Appeal Notice – Parish Council to write to reiterate our initial response of "no objection". The application was turned down on the basis of bulk.

**TM/17/00029/LB** - Old Laundry Cottage, Mote Road, Ivy Hatch, Sevenoaks, Kent TN15 0NT. Listed Building Application: Reinstatement of first floor to create a third bedroom. Resubmission of existing consent TM/14/00695/LB. Applicant: National Trust, Ms B Gillow Ightham Mote, Mote Road, Ivy Hatch, Sevenoaks, TN15 0NT. Cllr Edge-Mckenna took the application away to consider.

**Planning Applications Approved**

**TM/16/03541/TNCA** - T1/2 Oak trees to reduce back to lowest forks by pollarding. T3 Oak to reduce lower limbs by 5-6 meters. Oldbury Hall, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DF.

**TM/16/03669/NMA** - Non-Material amendment to planning permission TM/14/03507/FL (Demolition and replacement of existing dry storage shed): Revision to form and design of building. Selected Plants Nursery, Ismays Road, Ivy Hatch, Sevenoaks, Kent.

**TM/16/03384/NMA** - Non material amendment to planning permission TM/15/00129/FL: Adjust the approved window and door locations of the studio. Fir Tree House, Ismays Road, Ivy Hatch, Ightham, Kent TN15 0NX.

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**TM/16/03291/FL** - Engineering works to reduce ground level extension and driveway, and erection of 1 no. bay Oak framed garage. Oakhill, The Street, Ightham, Sevenoaks, Kent, TN15 9HE.

**TM/16/03292/FL** - Erection of side porch/utility extension, installation of 2 No. first floor windows to west elevation and 1 No. first floor window to east elevation. Three Birches, Common Road, Ightham, Sevenoaks, Kent, TN15 9DY.

**TM16/03269/TNCA** - T1 - Golden Lawson Cypress, fell to near ground level, low amenity value and T2 - Silver Birch, reduce height by approximately 2m and prune remainder to shape. Crown House, High Cross Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NR.

**TM/16/03239/RD** - Details submitted pursuant to conditions 3 (materials), 5 (external lighting) and 13 (surface water drainage) of planning permission TM/14/00182/FL (Retention and replacement of existing buildings to create a small business centre, comprising 6 buildings (10 separate units) and a works storage facility including 2 replacement sheds and open storage area. Associated works include removal of the existing weighbridge, rubble bund, landscaping works and alteration of internal site access arrangements) Cricketts Farm, Borough Green Road, Ightham, Sevenoaks, Kent TN15 9JB.

**TM/16/03213/PDVLR** - Prior Notification for Residential Extension: 8m rear extension off original rear elevation of property (Part 1 Class A). Peel House, 9 Tebbs Way, Ightham, Sevenoaks, Kent, TN15 9BJ.

**TM/16/03151/FL** - Change of use and extension of garage to annexe accommodation. Nutlands Cottage, Oldbury Lane, Ightham, Sevenoaks, Kent TN15 9DA.

**TM/16/03022/FL** - Change of use of the coach house associated with Upper Brooms from a residential annex to a separate dwelling. The Coach House, Upper Brooms, Common Road, Ightham, Sevenoaks, Kent, TN15 9ED

#### **Planning Applications Refused**

**TM/16/03020/FL** - Demolish existing dwelling and erection of 2 detached dwellings with garage and parking. Two Willows, Jubilee Crescent, Ightham, Sevenoaks, Kent, TN15 9AE.

**6. MINUTES.** The Minutes of the meeting held on 19 December 2016 were approved and signed with a small typo amendment.

#### **7. MATTERS ARISING**

**Kent Highways** – items to be reported.

**Road Closures** –Temporary Road Closure – Sevenoaks Road, Ightham – from 3 January 2017 for up to 1 month. Find out when works are likely to finish.

Pot holes on Bates Hill outside The Rowans and on Coach Road outside Greenleaves and Raspitt Hill. The Parish Clerk was asked to obtain a schedule of resurfacing works. The salt bin outside Seven Wents is full of water.

**Proposed new Scout Hut/Pavilion**– Update – We are asked to clarify what was agreed in terms of funding the Scout Hut at the last meeting. IPC had initially agreed to pay the up front costs to get to the planning permission stage, in addition we agreed to pay demolition costs of the existing pavilion and levelling of the playing field. An exact figure was never given. Cllr Holden is going to ask Jason Murray to put together a briefing note outlining the need for the new scout building. IPC need to confirm our legal position as regards the lease, granting a license to the football club and decide at what point we let building works commence. The Parish Clerk will contact KALC for information on how other parishes structure such a project. We already have some information from Platt PC but they had an existing lease which they just amended. Cllr Edge raised a concern that sufficient funds may never be raised and potentially IPC could be wasting money. Cllr Holden felt confident that the most recent building proposal was achievable.

Cllr Holden also reported that a car had been abandoned and then set fire to on the scout field and then became the responsibility of the scouts to remove. To prevent further incidents, the scouts were going to put a gate at the entrance that could be padlocked.

**Busty Stream/ Flooding** – Update – Cllr Cracknell received information from the Flood Forum and is attending a meeting in a couple of weeks.

**Lease for Tennis Club** - Update – no update on progress with the new lease. Request for pathway lighting – The Clerk is awaiting a price on the lighting.

**Play Ground - Update** – We have received a quote for wetpour and artificial grass by the relocated gate. The Clerk was asked to establish which would be more durable and although suppliers said that the wet pour would be, the artificial grass came with a 7 year guarantee and is much cheaper. It was agreed that we would go ahead with the artificial grass. Cllr Willingham to ask James Hayward to repair the broken fence at the back of the playground.

**Car Park Extension in Recreation Ground** – Update – Hedges & Signage – The beech hedges have now been planted and railway sleepers installed along the front boundary of the car park. The orange netting needs to stay in place for as long as possible to allow the hedges to establish. The car park signage was signed off, Parish Clerk to place the order. The noticeboard is also on order for PSA notices, this will prevent people pinning notices to the trees. It was agreed that this would not be lockable but the Parish Clerk would monitor the notices. The lights have not been

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connected as we are waiting for an unmetered supply agreement. Parish Clerk to contact UK Power Networks to get the certificate.

**Broadband – Update** - See above

**Ightham Cricket Club** – Update – We have received a proposal from the cricket club to go ahead with improvements including a new mower store and toilet block. The approx cost will be £30,000 plus VAT. IPC have agreed to matched funding up to the value of £15k including what we have spent already, including the cheque below this is roughly £3,000.

**Oldbury Lane Junction with A25** – Update - KCC are looking into engineering solutions.

**Fen Pond Road** – Progress report – No further developments, the Parish Clerk has chased this up.

**Bates Hill/ Tonbridge Road Traffic calming** – Update –SIDS – The Parish Clerk reported that Shipbourne PC would be interested in sharing the cost of a mobile SID as they are looking for one at the South end of the village by the primary school. The Parish Clerk was asked to come up with definitive figures for the next meeting.

**Proposed 20mph speed limit in Oldbury Lane** – Update – Parish Clerk has chased up Helen Cobby but has not heard back.

**Proposed Public Footpath Diversions at Longstead Cottage, Old Lane MR418** – Update – Nothing to report

**Repositioning of Post Box on Back Lane** – Parish Clerk to request relocation to the bus stop.

**Tree Survey** – Quote –The Parish Clerk confirmed with TMBC that they would have to pay for a private assessment of trees in the village. It was agreed that we should instruct Treeability as they have given us a reasonable quote. The question of ownership of Jubilee Crescent was raised.

**Pentecost Picnic** – 4<sup>th</sup> June Recreation Ground – Nothing further to report.

**Budget 2017/8** – Approval of figures for submission on 27<sup>th</sup> January – Cllrs Holden and Hall and the Parish Clerk met to determine figures for 2017/8 budget. The same approach was taken as in previous years and reflected recurring expenses of £30k. We are losing grants from TMBC that amount to approx £10k, these grants are used to pay for, amongst other things, maintaining the Churchyard. It was agreed that we would raise the precept by 10% to allow for these losses and maintain the level of funding. This means that the precept that we are asking for will be £116,949, this will mean that band D properties will pay £107 per annum, a 10% increase on last year equating to around £10 per household.

**Water Survey** Ightham Pavilion 25<sup>th</sup> January –Cllr Willingham will organise.

**Presentation by Paul McPartland, Openarc in February** – It was agreed that before the meeting next month, councillors would have a pre-meeting starting at 7.15pm allowing for a 20 minutes presentation on the Dark Hill proposals. Parish Clerk to request a copy of the proposals beforehand.

## 8. CORRESPONDENCE

**The Pensions Regulator** – Change in law on Workplace Pensions – Parish Clerk to start declaration process.

**KALC Community Awards Scheme** - It was agreed that the Parish Clerk would complete the form for the nominee

**KCC Notification of Preparation of the Kent Minerals and Waste Sites Plans and ‘Call for Sites’** – IPC understand that the H&H Celcon plan is not currently in the Local Plan. IPC do not think it appropriate to identify a site within the village envelope as its within an AONB. Parish Clerk to determine whether we can make a nil return or can specify that we do not wish to put any sites forward.

**Alan Ball Award for Ightham History Project** – Presentation of award and publicity – We received notification that Ightham at the Crossroads by Jean Stirk and David Williams has won the Alan Ball Award 2016, it is proposed that the award is presented at the Annual Parish Meeting. Parish Clerk to publicise the award on the website.

## 9. FINANCE

The following accounts are submitted for payment: proposed by Cllr Willingham and seconded by Cllr Cracknell.

|   |           |
|---|-----------|
| Parish Clerk Salary & Expenses  | £540.19   |
| Gel Creative - Website  | £35.00    |
| Williams Hayward – Cut Grass Verges   | £40.00    |
| Dpl – Tree Protection at the Cricket Ground   | £1,150.00 |
| Planet Plants – Installation of railway sleepers along edge of the car park (inc VAT) | £2,040.00 |
| Planting of green beech hedging along car park boundary (inc VAT)                     | £924.00   |

Financial position at 31 December 2016: Current account: £16,476.48 (£15,991.94 including unrepresented cheques)  
Deposit account: £116,400.38

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**10. AOB**

Cllr Holden reported that he had met with Cllr Taylor to discuss the Parish Alliance, and agreed to our ongoing involvement in these ad hoc meetings. Cllr Taylor is to arrange another meeting of the Parish Alliance in February 2017.

The meeting closed at 10.25pm

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