

4/19

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD  
ON TUESDAY 16<sup>th</sup> APRIL 2019 AT IGHTHAM VILLAGE HALL AT 7.30pm**

**Present: Cllr Willingham (Chair), Cllr Holden (Vice Chair), Cllr Brierley, Cllr Burgham, Cllr Cracknell, The Parish Clerk, County Cllr Rayner, Borough Cllr Betts and 3 members of the public.**

1. **APOLOGIES FOR ABSENCE** - Cllr Brewer, Cllr Edge, Cllr Mitchem, Cllr Hall
2. **DECLARATION OF INTERESTS** - None
3. **MINUTES** - The Minutes of the Meeting held on 19 March 2019 were approved and signed as a true record.
4. **UPDATE FROM COUNTY COUNCILLOR RAYNER** – Cllr Rayner said that he would be standing as a candidate for Borough Councillor for Borough Green and Long Mill. Cllr Rayner confirmed that he had received the photo's of the footpath at The Close on Fen Pond Road and would be taking it up with Kent Highways.
5. **UPDATE FROM BOROUGH COUNCILLOR, COUNTY COUNCILLOR** – Cllr Betts confirmed that he would be standing as a candidate for Borough Councillor for Ightham, Stansted and Wrotham. Cllr Betts reported that he had checked the status of the felling at Chapel Farm and confirmed that the licence was obtained. Felling has now been completed and replanting of broad leafed trees is due to start from October 2019.  
Cllr Betts has made an enquiry about bin collections on Leathercote Corner and is still waiting for a response. Leaflets have been circulated on the new recycling collection and Alison Sollis from TMBC will give a presentation to parishioners at our annual parish meeting on 25<sup>th</sup> April.  
Cllr Betts asked whether dog fouling was still a problem in the recreation ground since the notices had gone up? The Clerk said that we haven't received any further reports.

**6. PUBLIC**

A member of public reported that Mill Lane was in a poor condition; there is a lot of mud on the road and the surface is in a poor condition. The Clerk will report via the portal.

A member of public asked whether the Parish Council would be carrying out a fixed radar speed survey on Borough Green Road as there was an ongoing problem with speeding that he had first raised in 2004. The Clerk outlined what the Parish Council had been doing to address speeding issues throughout the village and reported that this was one of several areas within the village that was being looked at. The Parish Council now has a Traffic Group (made up of 3 Parish Councillors and The Clerk) and they have put together a wish list of traffic calming measures throughout Ightham and had recently instructed and met with a specialist Highways Engineer, Les Henry Associates. Les Henry Associates came highly recommended as he has worked with a number of Parish Councils and as a respected Highways Engineer we have been advised that his recommendations are more likely to be accepted by Kent Highways. Our thinking is that the village should be looked at as a whole as we receive a lot of requests but our main aim is to have a blanket 30mph limit throughout the village (with the exception of outside the school where we would like it to be 20mph). Before we instructed Les Henry Associates we had undertaken 2 radar surveys; one on Fen Pond Road and one on Bates Hill but the results didn't show the data that we expected. As part of the technical appraisal, Les Henry Associates will be undertaking hand held radar surveys on Borough Green Road.

The member of public said that he was disappointed that we weren't undertaking the same 2 week radar survey on Borough Green Road. Cllr Rayner said that the Parish Council had made a good move in instructing Les Henry Associates and there was no reason why a 2 week survey couldn't be undertaken and the Clerk confirmed that we would wait and see what Les Henry Associates advised.

Cllr Cracknell said that the best way of getting action from the Police and Highways would be to set up a Speedwatch Group to gather speed data and the Parish Council had advertised several times for volunteers but had been unsuccessful in getting people to come forward.

**6. PLANNING**

**TM/19/00622/FL** South Lodge, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP.  
Extension to existing outbuilding to add a further bay. "No objection."

Signed...*R Willingham*.....Dated.....21 May 2019.....

**TM/19/00625/TPOC** 16 Nutfields, Ightham, Sevenoaks, Kent, TN15 9EA.

Mainly Ash Trees - reduce the overhang back to the vicinity of the boundary (up to 3m max reduction) retaining the screening . "No objection."

**TM/19/00632/FL** 1 Elim Cottages, Busty Lane, Ightham, Sevenoaks, Kent, TN15 9HP.

Replace existing side rear single storey extension including a new roof lantern light. "No objection."

**TM/19/00635/FL** Westwood House, Sevenoaks Road, Ightham, Sevenoaks, Kent, TN15 9AA.

Single storey orangery style link through side extension. "No objection."

**TM/19/00642/FL** 3 Oldbury Cottages, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DE.

Proposed loft conversion with 2 no. rooflights to front elevation and 2 no. rooflights to rear elevation. "No objection."

**TM/19/00643/RD** The Pavilion, Ightham Recreation Ground, Sevenoaks Road, Ightham, Sevenoaks, Kent. Details of Condition 6 (external lighting) pursuant to planning permission TM/16/2720/FL (demolition of existing sports changing pavilion and construction of new single storey scout and football changing pavilion). "No objection."

**TM/19/00720/TNCA** Ightham Warren, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP.

T1 Lime - raise lower branches to a height of 0-4 metres, thin crown to remove approximately 25% of live branches, most thinning cuts will be between 0.25 and 3 centimetres in diameter. Reshape where necessary to keep a balanced crown. "No objection."

**TM/19/00741/TNCA** The Grange, Redwell Lane, Ightham, Sevenoaks, Kent, TN15 9EE.

T1 Row of Leylandii to fell; T2 Spruce to fell; and T3 Thuja to fell. "No objection providing Liz Guthrie is content."

**TM/19/00660/TNCA** 7 Oldbury Close, Ightham, Sevenoaks, TN15 9DJ. T1 crack willow – section fell to the ground and treat the stump with eco plugs to prevent regrowth. "No objection".

**TM/19/00821/TPOC** 65 Nutfields, Ightham, Sevenoaks, Kent, TN15 9EA. T1 Sycamore - Sever Ivy, remove suckers up to main fork including 4 at the fork. T3 Small Pine - Crown reduce overhang by approximately 1-1.5m. T4 Birch with heavy bleeding canker - Dismantle to near ground level. T5 Birch to north of T4 - Remove small branch at main union to tidy tree. "No objection."

#### **Planning Decisions – Approved**

**TM/19/00499/TNCA** - T1 Cherry Tree - fell, T2 - T9 - Conifers - fell and replant with Silver Birch/Fruit Trees and T10 - T11 - Acacias T10 - T11) - fell - The Well.

**TM/19/00189/LB** - External window refurbishment to the rear elevation, 2x internal replacement windows, 1x new window and refurbished driveway gates Refurbishment of existing driveway entrance gates. - Ightham Place.

**TM/19/00142/FL** - Single storey extension to detached garage to create games room - Leathercoat House.

**LOCAL PLAN – Borough Green Gardens Update.** It was reported that there had been discord over how responses to the Local Plan have been represented on the TMBC website. A letter to the Inspectors has been drafted and circulated to Parishes by Cllr Bate at Shipbourne Parish Council. Cllr Willingham asked Cllrs Betts and Rayner to give an update at our annual parish meeting.

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

**Highways Matters** – Road closures: Spring Lane-1 May (BT Open reach), Exedown Road - 4 May Spartan Race UK. The Clerk reported that some of the bollards on A25 have been replaced but the ones on the Oldbury Lane junction are still not working. The A25 has now been resurfaced at Seal Chart and it was thought that the surface was noise reducing. Cllr Burgham reported that cars had started parking on Leathercote Corner and asked how this could be deterred. The Clerk was asked to add it to the list for Les Henry Associates. Items to report: pothole on Bates Hill (several others on Bates Hill have been marked up already), pothole on Copt Hall and Common Road junction, pothole

Signed...*R Willingham*.....Dated.....21 May 2019.....

outside Faix, potholes outside Timbercroft and Birch Cottage. Blocked gully's outside Wellwood and on Bates Hill.

**Village Traffic Matters** - Meeting with Les Henry Associates on Traffic calming. Cllrs Hall, Cracknell and Mitchem and The Parish Clerk met with Les Henry Associates on Saturday 13<sup>th</sup> April to go through our wish list and show him the problem areas in Ightham including The Street, Borough Green Road and the Oldbury Lane/A25/Sevenoaks Road junction. He will come back to look at the various areas and carry out some radar surveys and will make some suggestions for improvements that we can take to Kent Highways. He has suggested that we gather speed data by setting up a Speedwatch Group. Cllr Cracknell will put an update in the Parish Magazine and also a request for Speedwatch volunteers.

**Scout Hut/Pavilion** – Update - Cllr Holden reported that the new scout building was broadly on target in terms of cost and timing.

**Tennis Club Lights** – Update – We approached the scouts about putting in a spur for electrics to connect lights for the pathway to the tennis club and been quoted £250. It was agreed that we should go ahead. Clerk to contact Harpers to organise. Cllr Holden has taken some photos of pathway lights which he thought may be suitable and the Clerk will email them to the Architect to see whether they would work practically and aesthetically. The Architect confirmed that the lights on the new building would be provide sufficient lighting for the path.

**Ightham Cricket Club** – Update - The Clerk reported that the sign was back up.

**Busty Stream/ Flooding** – Update - Flood Action Group - Bridge Works – Cllr Cracknell reported that the works to the bridge would start in mid June. A lot of flood resilience work has started using the grant funding. A letter has been sent to riparian owners regarding maintenance to keep the Busty Stream clear and Emma Burdett, Drainage Engineer at KCC has agreed to meet with any owners that need advice on what is required. We have already heard back from 2 riparian owners who are taking action. A question was asked about whether the Parish Council could give grants to individuals to protect their properties and Cllrs Rayner and Cracknell confirmed that we are not able to do this. The Parish does have the power to provide funding for a “community” project such as the repairs to the bridge as it will reduce the risk for everyone. The work will be funded partially by grant funding from KCC and Parish funds.

**Recreation Ground,**– Broken fence. Quote JH Gardening. Following some work to remove a dangerous branch, a fence has partially collapsed into the play area. Cllr Willingham confirmed that this belonged to the owner of the house behind the play area and the Clerk was asked to write to them to let them know. We have received a quote from James Hayward for mowing in the recreation ground for 2019/2020 and maintenance to the play area. It was agreed that we should accept the quote and Cllr Willingham suggested that we should also ask him to mow the grass near to the Crown Point. This was agreed.

**War Memorial** - We have received a quote from Anthony Edwards to maintain the War Memorial and this was agreed.

**Pitch Levelling** – Football Club – Cllr Holden has been in contact with Jamie Hitchcock from the Football Club about pitch levelling as Kent FA have some funding available. We will need to have a pitch assessment which costs £100. This was agreed.

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

**Bus Stop Back Lane** – Cllr Holden reported that the bus stop was leaning, the Clerk will report via the portal. It was suggested that we ask Anthony Edwards about taking on the cleaning of the bus shelter.

**Malcolm Ravenhill Memorial Stone** – The Close, Fen Pond Road – The Clerk has written to residents about the memorial stone and has asked TMBC and KCC about planning permission and has been sent a form to complete. The Clerk will contact Shoreham to let them know. Cllr Rayner said that he would be happy to attend the ceremony when it takes place.

**Website** – Upgrade and Change of host – The Clerk has been sent some website statistics that she will circulate and will contact Gel Creative about the upgrade.

**Annual Parish Meeting** – Arrangements – Thursday 25<sup>th</sup> April. Alison Sollis from TMBC will be doing a presentation on the new waste and recycling service at the beginning of the meeting. The Clerk has received responses from various parish organisations who will provide updates at the meeting. The Clerk will organise the glass hire and wine.

**Village Hall Car Park** - access – The Clerk had spoken to our lawyer about access to the village hall car park. It was suggested that we write to all residents about granting permission for rights of access and we will also need to put up signage to say that the rights are being exercised. It was suggested that we should also write to those residents who have gates onto the recreation ground.

Signed...*R Willingham*.....Dated.....21 May 2019.....

A question was asked about residents parking in the village hall car park and it was agreed that we were happy for residents to use the car park to encourage parking away from The Street. A question was also asked about the recycling bins; we understand that the glass, plastics and tin bins will be removed once the new recycling service comes into effect in September.

## 8. FINANCE & POLICY

Annual Return and Audit – Timetable – The Clerk has contacted the Auditor and agreed to drop off the papers at the end of the first week of May. The internal audit will cost £240. The accounts will need to be signed off at the June meeting.

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

Parish Clerk Salary & Expenses April	£700.50
HMRC – Employer Tax ( <i>nil to pay as credit on account</i> )	£8.20
Gel Creative - April (OLT)	£40.00
TreeAbility – Fell dead tree in recreation ground	£60.00
Robert Lee-Amies – Work at the recreation ground and war memorial	£232.00
JH Estates and Gardening	£432.00
KALC Membership 2019-20	£861.26
E-on	£52.86
Anthony Edwards – Work at Church and Parish	£1071.80
WelMedical – New battery for defibrillator	£197.94
Kirsty Mitchem – Reimbursement	£52.99

**9. PARISH ELECTIONS** – We have had confirmation that we have a non contested election and have 7 confirmed councillors whose office will take effect from 8 May 2019. We will have 2 vacancies and will be able to co-opt new members. Cllrs Brewer, Edge-McKenna and Brierley will not be standing for office. The Clerk will circulate the forms that will need to be completed by new Councillors at the May meeting.

## 10. CORRESPONDENCE – KALC membership 2019-20

New - Governance And Accountability Practitioners Guide March 2019 – The Clerk will circulate.

## 11. AOB

Cllr Burgham reported that there were some Travellers on Seal recreation ground.

Cllr Holden reported that there had been another break- in on Common Road and suggested that we should start to keep a record and have Neighbourhood Watch on the agenda. This was agreed.

Cllr Willingham reported that Cllr Taylor had circulated a hard copy of the J5 Slips petition; we will have this available to sign at our annual meeting. Cllr Taylor asked whether we would object to yellow lines on the Haul Road? It was agreed that we would have no objection.

Cllr Brierley was presented with an apple tree and a voucher as a thank you for over 20 years of service on the Parish Council and especially her advice on trees. Cllr Willingham gave thanks.

The meeting closed at 9.25pm

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