

**IGHTHAM PARISH COUNCIL  
MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON TUESDAY  
15<sup>TH</sup> DECEMBER 2015 AT THE NATIONAL TRUST CAFÉ, IGHTHAM MOTE AT 7.45pm**

**PRESENT:** Cllr Chartres, Cllr Betts (TMBC), Cllr Cracknell, Cllr Edge McKenna, Cllr Edwards, Cllr Holden, Cllr Mitchem, Cllr Willingham and the Parish Clerk.

- **APOLOGIES**

Cllr Brierley, Cllr Hall.

- **DECLARATION OF INTERESTS**

Cllr Willingham declared an interest as his Building Firm had carried out some repairs to the Village Sign and installed a salt crate at the Village Hall.

- **PLANNING APPLICATIONS**

**TM/15/03669/FL** - Peel House, 9 Tebbs Way, Ightham, Sevenoaks, Kent, TN15 9BJ. Single storey side and rear extensions, ground floor and first floor terrace infill extensions. Applicant: Mr Hugh Giltrow, Peel House, 9 Tebbs Way, Ightham, Sevenoaks, Kent, TN15 9BJ. "No objection."

**TM/15/03665/FL** – Ramblers, Sandy Lane, Ivy Hatch, Sevenoaks, Kent, TN15 0PB. Extension of existing dwelling, demolition of existing conservatory, demolition of existing garden studio and erection of single storey garage. Applicant: Mr Duncan Turner, Ramblers, Sandy Lane, Ivy Hatch, Sevenoaks, Kent TN15 0PB. "No objection."

**TM/15/03824/TNCA** - Old Park House, Ismays Road, Ightham, Sevenoaks, Kent, TN15 9BB. (T1) Beech tree fell to ground level. (T2) Beech tree on roadside of the fence line. (T3-T7) Group of 5 Beech trees - remove the thinnest to ground level, remove to ground level leaning Beech, crown reduce the remaining trees by 20% and raise lower crowns to 4m. (T8) Leylandi - fell to ground level. (T9) Beech Tree - Remove back to main trunk leaning bow towards the house. Crown reduce by 20% and raise lower crown to 4m. (T10 -T12) Leylandis x3 dismantle to ground level. (T13) Beech tree fell to ground level due to inclusion and significant lean towards property - Crown reduce remaining tree by 20% and raise lower crown by 4m. (T14-T17) Leylandis - dismantle to ground level. (T18) Beech Tree beside garage - dismantle to ground level. Applicant: Mr Chris Songs, Old Park House, Ismays Road, Ightham, Sevenoaks, Kent TN15 9BB. "No objection."

**TM/15/03759/TPOC** Three Birches, Common Road, Ightham, Sevenoaks, Kent, TN15 9DY. T(1) Sycamore – remove young tree that is less than 1 m away from mature Oak. (T2 & T3) Birch – remove (unstable). Applicant: Mr Mark Bolton, Three Birches, Common Road, Ightham, Sevenoaks, Kent, TN15 9DY. "No objection."

- **Planning Applications Approved**

**TM/ 15/03253/RD** Gibbons Place, Tonbridge Road, Ightham, Sevenoaks, Kent TN15 9AP. [Details of all materials to be used externally pursuant to condition 2 of planning permission TM/11/02816/FL \(Erection of agricultural storage barn to service 50 acres of farm at Gibbons Place\).](#)

**TM 15/03210/TNCA** The Grange, Redwell Lane, Ightham, Sevenoaks Kent TN15 9EE. [4 X Leylandii - Fell \(T2, T3, T4, T5\). Trees have outgrown their location and interfering with a mature beech tree. T1 - Thuja - Remove stems that have grown out from the main stem & are heavily weighted over the neighbour's roof.](#)

**TM15/03070/RD** Skorsten, Redwell Lane, Ightham, Sevenoaks, Kent, TN15 9EE. [Details of landscaping pursuant to condition 9 of TM/11/02183/FL \(Replacement dwelling and detached garage\).](#)

**TM 15/02838/FL** Timberwood, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 9AB.  
[Demolition of existing porch and erection of larger replacement porch.](#)

**TM 15/03349/FL** Bewley House, Tonbridge Road, Ightham, Sevenoaks, Kent TN15 9AP,  
[Proposed reinstatement of garage and new roof to existing summerhouse.](#)

**TM 15/03214/LB** The Old Cottage, Common Road, Ightham, Sevenoaks, Kent, TN15 9EB.  
[Listed Building Application: Removal of partition wall to create open plan kitchen/dining area.](#)

**TM 15/03188/FL** Roughdales. Borough Green Road. Ightham. Sevenoaks. Kent TN15 9HS.  
[Removal of existing conservatory to front of dwelling and replace with single storey front extension.](#)

**5. MINUTES** Approval of the meeting held on 17 November 2015. The minutes of the meeting were approved with a couple of small amendments.

## **6. MATTERS ARISING**

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

Work has started on repairs to Ismays Road which will be closed for 5 days. Cllr Cracknell reported that there was a lot of surface water on Ismays Road, possibly due to leaves. Cllr Holden reported that some of the bollards were still not illuminated on A25 at the Common Road and Coach Road junctions, possibly due to time switches as they are on intermittently. Cllr Holden also suggested that turning refuges into Common Road and the Recreation Ground Car Park would be an improvement to the safety on the A25.

Cllr Dagger has agreed to help with funding for Speed Indication Devices on Bates Hill and Borough Green Road if funds allow. Parish Clerk to contact Kent Highways to get recommendations.

Cllr Betts is following up with KCC on Raspitt Hill flooding.

**Proposed new scout/football building – Update** – James Reid has co-opted Jason Murray as Chairman and they are liaising with the Scouts Association. The cost of the build is still not confirmed but they are anticipating that it will be in the region of £400k and they have raised around £100k already.

**School Building Project – Update – Confirmation of Donation 2016** – The new school building was handed over last Friday and the standard of finish is very impressive. Southern Water has inspected the Sewer Connection Works and we are awaiting final paperwork. The Parish Council confirmed that it would make a donation of £10,000 under S.137 LGA in April 2016.

**Ightham FC Pitch Levelling - Update** – Nothing to report.

**Busty Stream – Update** - The Parish Clerk has contacted Max Tant of KCC regarding specialist clearing of the stream but has had no response. In the meantime, Cllr Willingham will ask James Hayward to clear the vegetation from the banks.

**Lease for Tennis Club - Update** – The Parish Clerk has received Form ST3 from the Land Registry to register the land. We are awaiting comments from the Tennis Club.

**Play Ground - Update** - The new playground equipment is now installed and is being well used. Parish Clerk to contact Wicksteed and the Insurance Company about getting new signage and arranging training so that the equipment can be regularly checked in between the Rospa Inspections. As regards the playground extension, it was agreed that we should have a basket swing and a 4m activity net, the price for these 2 new pieces will be in the region of £27k including installation, new fencing and wetpour. It was decided that the whole area would be fenced in to allow a walkway from the 2 properties that back onto the playground.

**Car Park Extension – Update** – Parish Clerk to give details of the new equipment and layout to Latitude so that they can include with the car park TMBC Planning Application.

**Recreation Ground – Path Lighting** – Cllr Chartres will do a proposal, some ducting is required. Cllr Chartres will also speak to Charlier about the rutting that has been created by the heavy plant that carried out the old septic tank backfill as it has made it extremely muddy.

**Broadband / Gigaclear – Update** - It was agreed that the Parish Council continue to maintain pressure on BT. Cllr Chartres has spoken to contractors from Openreach who were in the process of installing fibreoptic cabling and said that broadband would be available within 2-3 weeks. Parish Clerk to try and establish where the cabinets are. Gigaclear hasn't come back to us about fixing a date for a local public meeting. Once we hear anything further we will let residents know what their next steps should be to activate broadband.

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

**Oldbury Lane Junction with A25** – Nothing to report. Cllr Chartres suggested that the School should think about a petition to KCC. Parish Clerk to contact Julie Cross. The junction needs to be improved and when the car park is extended it will result in increased traffic.

**St Peters Church – Update** - The access path would be top dressed in the spring once the weather was clement.

**Review of Standing Orders & Emergency Report** – The Standing Orders were approved subject to a couple of changes including amending the tender limit to a Euro equivalent. Parish Clerk to make amendments to the Emergency report and recirculate before signing off.

**Village Christmas Tree** – This is being delivered on Friday 18<sup>th</sup> December and would be decorated by those resident in The Square. Parish Clerk to write to thank The Fairlawne Estate and the Levy's.

**Recycling Facility in Lower Village Hall Car Park – Financial Arrangements** – KCC are no longer prepared to pay credits for the Scout's cardboard Recycling Facility. It will be replaced and serviced by a different company (Kent based) in the New Year.

**A25 Ightham Bypass - porous asphalt re-surfacing** – Residents expressed concerns about the increased road noise if the trees at Chapel Farm were to be removed. Although the noise levels from tree removal will be comparably negligible, Cllr Chartres will write to Cllr Dagger to ask whether the road surface on A25 could be replaced with porous asphalt when it is due to be resurfaced as this would have a far greater impact on noise reduction.

**Parish Precept 2016/7** – Cllrs Chartres and Holden to meet with the Parish Clerk in early January to put a draft budget together.

## **7. CORRESPONDENCE**

**Local Plan** – Nothing to report.

**KALC - Kent Community Awards Scheme 2016** – The wording was amended and Parish Clerk can now send the submission.

**Request for Donation – The Counselling Centre** – It was decided that we wouldn't contribute as there were more local charities that provide the same service that we already donate to.

**Electronic Parish Alliance Initiative** – This initiative came from one of the local Parish Councils to enable information sharing via a closed Facebook Forum. The Parish Clerk was asked to set up a Facebook Page for Ightham Parish Council.

**Kitchen Caddies** – TMBC are offering free kitchen caddies for recycling food waste. This will be advertised on the website and in the Parish Magazine.

**Private Sewage Pumping Station Adoption** – We have received a press release from Thames Water asking us to help identify privately owned sewage pumping stations as they will all become legally owned and maintained by the local water company in October 2016. Notice to be advertised in the Parish Magazine and Website.

**Kent Fire and Rescue Information Update** – We have been asked to put forward community premises which would be available for use during protracted incidents. We will put forward the Village Hall and the Ightham Club (agreed with Mark Brenta). Parish Clerk to also tie up with our Emergency Plan.

**New Year 2017 Honours – Request for Nominations** – Parish Clerk to circulate details.

**Proposal to make contribution to provide Broadband in the Parish** – We have received a request from a resident to make a £20K contribution to Gigaclear to help with installation of fibre optic cabling in the Village. Unfortunately, legalities of how the Parish Spends money precludes us from doing this as it is a Commercial Organisation and it would not be of benefit to all of the residents.

**M20 Lorry Area – Consultation** – We have received details from Highways England about a proposed permanent lorry area adjacent to M20. There will be a public consultation and the deadline for responses will be 25 January 2016. Cllr Chartres to draft a response.

**Gatwick Airport - Update** – We have received a press release from Gatwick following the Government announcement on a delay to airport expansion in the South East. Parish Clerk to circulate.

**CCTV Code of Practice Certification** - Following recent developments from the Government around CCTV code of practice, a certification programme has been launched. Parish Clerk to circulate to Councillors and Ightham Club who has CCTV.

## **8. FINANCE**

The following accounts were submitted for payment:

Parish Clerk Salary & Expenses

£518.78	
Jane Haselden – Website	
£35.00	
Commercial Services Trading Limited	
£848.26	
Anthony Edwards – Maintenance to Parish Land	£346.40
Anthony Edwards – Maintenance to Churchyard	
£1,084.80	
EDF – Electricity and the Pavilion	
£21.17	
Green Recycling – Coardboard collection	
£126.72	
St Peters Church – December Magazine	
£55.00	
Mrs C Gambles - Village Hall Curtains	
£726.57	
Judy Bevan - Dry Cleaning	
£20.00	
R Willingham - Fireproofing Quilt	
£116.00	
GA Willingham – Replaceing Sign, Repairs to fence, New Salt Crate	
£1,160.71	
<b>Total</b>	
<b>£5,059.41</b>	
<b>Income</b>	
TMBC Grant – Second Installment	
£2,836.00	

Financial position at 30 November 2015: Current account: £4,950.96 Deposit account: £181,347.18

#### **AOB**

Cllr Edge-McKenna had received a quote for the trees to be planted in Fen Pond Road, they cost £200 per tree and there will be 4. It was agreed that we would pay maximum £2000 including planting. The trees should be planted in mid January.

Cllr Edwards reported that a resident had been injured by a horse on fireworks night and suggested that next year we put a notice in the Parish Magazine about the impact of fireworks on animals.

Cllr Holden asked for an update on the 4G telephone mast on Oldbury Hill.

Cllr Chartres had received a note from Ightham Mote on forthcoming events, including a visit by the BBC's Antiques Roadshow in June 2016, which will be circulated by the Parish Clerk.

The Chairman recorded the Ightham Parish Council's thanks to Bernadette Gillow, the General Manager at Ightham Mote, for the National Trust's kind hospitality in hosting the meeting in the NT Café.

The meeting closed at 10.35pm.

**IGHTHAM PARISH COUNCIL  
MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD  
ON TUESDAY 17<sup>TH</sup> NOVEMBER 2015 AT IGHTHAM VILLAGE HALL AT 7.45pm**

*Present: Cllr Chartres, Cllr Brierley, Cllr Cracknell, Cllr Hall, Cllr Holden, Cllr Edwards, Cllr Willingham, The Parish Clerk and one member of the public.*

- APOLOGIES: Cllr Mitchem, Cllr Edge-McKenna, Cllr Betts

- DECLARATION OF INTERESTS: None.

- **PLANNING APPLICATIONS**

TM/15/03349/FL Bewley House, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP. Proposed reinstatement of garage, parking and loft conversion to existing summerhouse. Applicant: Mrs Jemma Crisp, Bewley House. "No objection."

TM/15/03188/FL Roughdales, Borough Green Road, Ightham, Sevenoaks, Kent, TN15 9HS. Removal of existing conservatory to front of dwelling and replace with single storey front extension. Applicant: Mr John Woodhams Roughdales. "No objection."

TM/15/03214/LB The Old Cottage, Common Road, Ightham, Sevenoaks, Kent, TN15 9EB. Listed Building Application: Removal of partition wall to create open plan kitchen/dining area. Applicant: Mr Steven Sharpe, Old Cottage, Common Road, Ightham, Kent, TN15 9EB. "No objection."

TM/15/03253/RD Gibbons Place, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP. Details of all materials to be used externally pursuant to condition 2 of planning permission TM/11/02816/FL (Erection of agricultural storage barn to service 50 acres of farm at Gibbons Place). Applicant: Mr P Thompson Gibbons Place. "No objection."

TM/15/03268/FL 3 Nutfields, Ightham, Sevenoaks, Kent, TN15 9EA. Erection of a single storey side extension with a flat crown and roof lights, a single storey rear extension, a porch extension, a free standing front gazebo with glazed roof and an in-out driveway. Applicant: Mr Philip Whitehead 3 Nutfields. "No objection."

TM/15/03356/FL & TM/15/03357/LB Meadlands, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AN. Single storey rear extension and external alterations. Applicant: Mr & Mrs T Daniel. "No objection."

TM/15/03434/FL 51 Nutfields, Ightham, Sevenoaks, Kent, TN15 9EA. Rear single storey extension. Applicant: Mr David Hill, 51 Nutfields, Ightham, Kent, TN15 9EA. "No objection."

TM/15/03509/FL Gateways, The Street, Ightham, Sevenoaks, Kent, TN15 9HE. Single storey side extension to form bathroom for the ground floor bedroom. Applicant: Mr & Mrs John Cocker, Gateways, The Street, Ightham, Sevenoaks, Kent, TN15 9HE. "No objection."

TM/15/03536/FL Longstead, Common Road, Ightham, Sevenoaks, Kent, TN15 9ED. Demolition of conservatory and erection of orangery. Applicant: Mrs K Proctor. "No objection."

**Planning Applications Approved**

TM/ 15/03070/RD Skorsten, Redwell Lane, Ightham, Sevenoaks, Kent, TN15 9EE. Details of landscaping pursuant to condition 9 of TM/11/02183/FL (Replacement dwelling and detached garage).

TM/15/02838/FL Timberwood, Sevenoaks Road, Ightham, Sevenoaks, Kent, TN15 9AB. Demolition of existing porch and erection of larger replacement porch.

TM/15/02819/FL The Planning Application for West Yaldham Farm, Kemsing went to Committee but has since been approved.

5. MINUTES The Minutes of the meeting held on 20 October 2015 were approved and signed subject to a couple of typo's.

**6. MATTERS ARISING**

**Kent Highways** – items to be reported: Signage indicating turn into Back Lane needs replacing;

Overgrown vegetation on Sevenoaks Road and corner of Copt Hall and Common Road, debris on road outside Broadacre. Bollards on A25 at Common Road junction & Oldbury Lane junction intermittent. Cllr Betts had been in contact with KCC about Raspitt Hill.

**Proposed new scout/football building** – Update – We have received a draft email from Carol Kennedy outlining fundraising for the new Scouts Pavilion/Sports Facility. This will be circulated in the next Parish Magazine. The Parish Clerk was asked to find out how Platt PC initiated their building project as at some point next year we are expecting to be asked for a start date.

**School Building Project – Update** – The project is going well and is expected to be completed in the early part of December. It is expected that it will come in just under budget. The school now has a state of the art emergency lighting and fire detection/ alarm system.

**Ightham FC Pitch Levelling** - Update – Nothing to report.

**Busty Stream** – Update - The Parish Clerk has been in contact with the Environment Agency who have recommended that we should speak to Max Tant at KCC who will be able to help us with or recommend contractors to clear out the stream properly. It has become increasingly overgrown.

**Capital Expenditure** - Review and Email from Parishioner - The Parish Clerk was asked to circulate an email from a Parishioner about capital expenditure.

**Lease for Tennis Club** - Update – The Tennis Club has prepared some comments on the draft lease which are being reviewed. The Parish Clerk received documentation from Warners to complete in order to prepare our declaration of ownership of the land. Parish clerk to complete what she can and pass onto Councillors to fill in any gaps.

**Play Ground New Equipment** - Update and repair to fence Car Park Extension - Update – The playground equipment has been installed and we are waiting for the wetpour to be put in and a final safety inspection. Was suggested that we have an official opening of the playground in due course. Cllr Chartres had received a letter from a Parishioner thanking the Parish Council for the new playground equipment. The work on the fence at the boundary of Tanglewood has now been completed. The Planning Application for the extension to the car park is with TMBC. The Arboricultural survey has now been carried out and we now have to submit details of the new pieces of equipment that will be added to the existing playground when it is extended. The Parish Clerk and Cllr Edge-McKenna are meeting with Wicksteed this week to discuss the options. Regarding the access gate that backs onto the playground in the piece of land where new equipment will be installed, Cllr Brierley will talk to the owners to inform them of our intentions. We will also need to write to all owners that have a boundary with the Recreation Ground and let them know that we will be formalising access rights.

**Recreation Ground** – Lighting – Cllr Willingham reported that there was a 3 phase junction box near to the car park entrance that could be used as a power source for lighting. The lights will be low level lights along the footpath so as not to affect properties along the boundary with the pathway. Cllr Chartres is getting quotes.

**Broadband & Gigaclear** – Update - BT Openreach fibre optic cabling has now been carried out in the village and we have been copied in on an email from BT to Tom Tugendhats' office to say that 2 more cabinets will be live by Christmas. We also received a press release sent by Tom welcoming the decision of the Government to introduce a Universal Service Obligation for a minimum broadband speed in the next couple of years. This follows the work of Tom and fellow MPs in pressing for action for better broadband speeds, especially in rural areas. A public consultation will be opening after Christmas where Tom will be arguing for a higher minimum threshold so that our communities are not subject to the poor and intermittent broadband speeds we currently have to deal with.

**Ightham Cricket Club** – Fundraising – We are waiting for a proposal from the Cricket Club for refurbishment and a new storage shed and toilet facilities. The Parish Council have agreed to pay the Architects fee. Cllr Hall asked what the Cricket Club were doing in terms of fund raising?

**Salt Crate**- Cllr Willingham is organising delivery of the crate and to put in the existing salt that we have.

**Old Lane**- Cllr Willingham will ask James Hayward for a quote to cut back vegetation along Old Lane.

**Dog Warden** – Cllr Cracknell had received an email from a Parishioner about having more bins. We already have several and need to encourage people to use them.

**Oldbury Lane Junction with A25** – We have received a response from KCC to say that nothing further can be done to improve the junction at the moment. It was suggested that the Parish Council should write an article in the Parish Magazine about the junction and continue to highlight via school and Parish newsletters that people need to take care when using the junction. It was also agreed that we need to continue to push for a Filter Lane into the Recreation Ground Car Park but this can be done in conjunction with the Car Park extension.

**St Peters Church** – Update on works – The surfacing work to the pathway to the public grave yard has not yet been completed and it will now probably not be finished until early Spring once weather has improved. Cllr Cracknell thanked the Parish Council on behalf of St Peters, for their financial contribution.

**Review of Standing Orders** – It was agreed that we should amend the Standing Orders to allow Members of the Public a 15 Minute slot during the meeting and for each Member of Public to speak for no more than 3 minutes on an Agenda item. This will be publicised on all future Agenda's and public notices.

**Village Christmas Tree** – The Fairlawne Estate has kindly offered to provide us with a Christmas Tree

again this year. Parish Clerk to contact the Levys who kindly have the tree in their Garden and to arrange delivery in time in advance of the Carol Service on 20th December. We would like to record our thanks to The Fairlawne Estate.

**Footpath Oldbury Lane** – KCC are going through a consultation to reinstate footpath MR230 which runs between Oldbury Lane and the Scout Field. Cllr Brierley has already registered support based upon long standing usage, around 40 years. Cllr Chartres to respond on behalf of the Parish Council giving our support.

**Ightham Mote Playground** – We have received a complaint from a resident about the noise level from the informal playground in the Grade I listed gardens at Ightham Mote, this has been referred to TMBC Planning Enforcement.

## 6. CORRESPONDENCE

Local Plan – Nothing to report.

Landscape Services – Grounds Maintenance 2016 – We have received a quote from Landscape Services for the maintenance of the Recreation Ground 2016. It was agreed that we should go ahead and accept the quote.

KALC - Kent Community Awards Scheme 2016 – The Parish Council has agreed a suitable candidate for the nomination. Parish Clerk to put forward.

## 7. FINANCE

The following cheques were signed prior to the meeting as they had been agreed at a previous meeting: Accounts Proposed by Cllr Edwards and Seconded by Cllr Willingham.

The Parish Council would like to record their thanks to Decorite for painting the Village Hall.

Decorite – Interior decoration of Village Hall £1850.00

The following accounts are submitted for payment:

Parish Clerk Salary & Expenses

£536.92

Jane Haselden – Website

£35.00

Ightham Village Hall Rental and Hire Charges

£240.00

EDF – Electricity Pavilion

£16.83

Charlier – Connection to Main Sewer Works at SKIPS/Scout Hut

£11,763.00

Easily – Domain Name Renewal

£26.38

**Total**

**£12,618.13**

**Income**

SKIPS Rental

£462.50

Financial position at 31 October 2015: Current account: £9,458.99 (including £1,217.50 unrepresented cheques) Deposit account: £188,503.30

## 8. PUBLIC

A member of the public reported that the drains along the Borough Green Road were blocked.

## 9. AOB

Cllr Cracknell asked whether the Parish Council could contribute towards the cost of the Christmas Parish Magazine as in previous years – Agreed.

Cllr Brierley reported that James Hayward would help her to plant the Rowan Tree in Jubilee Crescent.

Cllr Willingham reported that he was meeting with Jean Stirk to discuss the archive in the Village Hall.

He also asked whether we would like to go ahead with the handrail from the Recreation Ground up to SKIPS, it was agreed that we should get a quote.

Cllr Chartres reported that the fence on the footpath from Dark Hill Road (formerly Quarry Haul Road) northeast towards Borough Green was in a bad state of repair, Parish Clerk to report to Michele Snoding at KCC PROW.

The meeting closed at 9.45pm

**IGHTHAM PARISH COUNCIL  
MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD  
ON TUESDAY 20<sup>TH</sup> OCTOBER 2015 AT IGHTHAM VILLAGE HALL AT 7.45pm**

Present: Cllr Chartres, Cllr Brierley, Cllr Cracknell, Cllr Edge-McKenna, Cllr Edwards, Cllr Hall, Cllr Holden, Cllr Mitchem, Cllr Willingham, The Parish Clerk, 10 members of the Public and 2 representatives from Gigaclear. Cllr Betts arrived later on during the meeting.

- APOLOGIES

None

- DECLARATION OF INTERESTS

None

Cllr Chartres invited members of the public to speak for 5 minutes each before the ordinary business of the meeting began. Many members of the public had attended as they wanted more information or to express views on the withdrawn Planning Application for Chapel Farm. Cllr Chartres reported that recently there had been considerable interest in the withdrawn Application and hoped that the applicant would take heed of those comments when resubmitting the revised Application. As a bit of background, the grey poplar trees on the site were originally planted along the edge of the Norway Spruce (Christmas Tree) plantation to act as a screen to the A25 Ightham Bypass at the time of its construction. Following several gales, many of the spruces had blown over and some of the grey poplars have fallen and there is now a concern over their safety. The current owner would like to fell the 52 grey poplars as they are perceived as a danger and they are shedding large crown sections over the driveway to Chapel Farm. Residents are concerned that felling the trees will have an impact on noise levels audible from the A25. Cllr Chartres said that KCC Highways had been lobbied to resurface the A25 with porous asphalt which will cut down tyre noise levels from traffic by 50%. Removal of the trees will have negligible impact on the traffic noise. Another concern raised was the visual impact of removing the trees. Unfortunately, under Planning Law, there is no right to a view but if the Application were to be resubmitted we would encourage the applicant to make sure that mitigation of visual impact was included. The Ightham Parish Council agreed to put an article in the winter edition of the Parish Magazine explaining their role in the Planning process as there seemed to be some misconceptions about their involvement in the decision making process. The Parish Council receive copies of Planning Applications and each Councillor is responsible for an area within the Parish. The responsible Councillor will usually visit the site, discuss with the applicant and then come back to the Parish Council with a view. With tree Applications, we will always defer to Liz Guthrie, the Tree Officer at Tonbridge & Malling Borough Council. As a Council we need to remain impartial. Therefore, it would not be appropriate for us to notify individual members of the public that haven't been notified by the Tonbridge and Malling Borough Council when an application is received. All Planning Applications appear on the Parish Council Agenda, which is posted onto our website and noticeboards, at least 3 clear days before the monthly Parish meeting.

A member of public asked whether, if the Chapel Farm Application were to be resubmitted, how would they find out about it? Cllr Chartres explained that if someone has raised an objection to an Application that Tonbridge and Malling BC Planning Office would automatically inform them of any re-application. Cllr Chartres said that it was likely that there would be a further Application as the landowner has a duty of care to make safe the dangerous trees.

A member of the public asked about putting in sound barriers. Cllr Chartres said that this was not something that KCC Highways was likely to fund although landowners could get together to provide private funding. Another resident asked whether it would be possible to require the resident to replant some trees.

Some of the residents hadn't been notified about the withdrawn Application and felt that they had a right to be consulted. Cllr Chartres explained that such Planning Applications usually only go to houses within 100 metres distance of a site. In this case, TMBC Planning Office recorded that the 3 adjacent properties were notified. All Planning Applications are available to



view on the Tonbridge & Malling BC Website.

Another resident raised concern over the reported “proposed” footpath that would run from the rear of the George & Dragon car park to the Village Hall lower car park. Cllr Chartres said that there were no detailed plans for a footpath, that it was merely an idea to help alleviate the parking issues in the The Square and elsewhere near the centre of the village.

There seemed to be some feeling that the Parish Council had shown bias towards the withdrawn Chapel Farm Application. The Parish Council raised “no objection” to the Application as at the time the matter was discussed at its August Meeting no representations or formal objections from Parishioners had been received.

Two representatives from Gigaclear attended the meeting to give an update. Gigaclear provide Ultra Fast Fibre Optic Broadband to rural communities. They now have networks operating in Plaxtol and Godden Green. Initially, when looking to install the service in Ightham the terrain had not been thoroughly investigated. This means that the cost of providing the service in Ightham would be £25 more than initially expected, totalling £63 per month per household. This compares to around £40 per month for BT Broadband, although the speeds offered by Gigaclear are faster, between 50-100mbpm. Before Gigaclear can go ahead, they need a minimum of 130 people in Ightham to sign up for the service. They are looking for around 25 more households to invest before they can make a commitment to start installation.

Faster broadband is vital for people working from home and to maintain house prices in the area. Ightham Parish Council has been pursuing Gigaclear since they came to Underriver and have been very active in trying to get a better service. Our local MP spoke in The House of Commons and mentioned Ightham only last week after he received our further representation and complaint about a box in Tonbridge Road that had been installed 18 months ago and has still not been commissioned. Most people living in Ightham are professionals and need this service. We have heard of at least 3 instances where property sales have fallen through because of the poor internet speeds.

We endorsed that Gigaclear should come to Ightham Village Hall to hold a promotional meeting with Parishioners. Gigaclear said they are going to leaflet every householder with details.

- **PLANNING APPLICATIONS**

**TM/15/02819/FL** – West Yaldham Farm, Kemsing Road, Kemsing, Sevenoaks, Kent TN15 6NN. Hybrid Planning Application: Full Planning Permission for change of use and alterations of existing agricultural building to light industrial and storage, erection of side extension to grain store for biomass boiler and demolition of existing agricultural buildings and replacement with office building. Outline planning permission for demolition of agricultural buildings and replacement with 3 terraced cottages and 2 detached houses. Revised Planning Statement and expended information on affordable housing; Urban Drainage scheme submitted. “Support.”

**TM/15/01901/LB** – Cricketts Farm House, Borough Green Road, Ightham, Sevenoaks, Kent. Listed Building Application: The retention, refurbishment and conversion of Cricketts Farmhouse into 5 apartments with access, parking and landscaping, as described and illustrated by the DAS report and accompanying drawings. The current single dwelling will be partitioned to create 3 no. 1 bedroom flats on the ground floor, a further 1 bedroom flat on the first floor and a duplex apartment occupying part of the first floor and all of the second floor. A garden room will be constructed and an additional lobby will be added to the west ground floor. This is additional information received: Heritage Impact Assessment. “No objection providing TMBC are happy that conditions are met.”

**TM/15/02838/FT** – Timberwood, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 9AB. Demolition of existing porch and erection of larger replacement porch. Applicant: Mr Colin Shaylor, Timberwood, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 9AB. “Support.”

**TM/15/03070/RD** – Skorsten, Redwell Lane, Ightham, Sevenoaks, Kent TN15 9EE. Details of landscaping pursuant to condition 9 of TM/11/02183/FL (replacement dwelling and detached garage). Mr Stephen Knell, Skorsten, Redwell Lane, Ightham, Sevenoaks, Kent TN15 9EE. “No objection.”

**TM/15/03210/TNCA** – The Grange, Redwell Lane, Ightham, Sevenoaks, TN15 9EE. 4 x Laylandii – Fell (T2, T3, T4, T5). Trees have outgrown their location and interfering with mature beech tree. T1 Thuja – Remove stems that have grown out from main stem and are

heavily weighted over neighbours roof. "No objection providing Liz Guthrie is content."

### **Planning Applications Approved**

**TM/ 15/02831/ELEX** - Removal of overhead lines, erect 2 strut poles and 2 back stays to existing poles and lay underground cables. Oldbury Lane, Ightham, Sevenoaks, Kent.

**TM/ 15/02686/RD** - Details submitted pursuant to conditions 3 (Joinery) and 4 (Archaeology) of TM 15/01412/FL for extension and alterations to dwelling Crown House High Cross Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NR.

**TM/15/02656/FL** - Dormers to front and rear roof slopes to provide first floor accommodation and conversion of outbuilding to provide annex. Midsummer Meadow. Sevenoaks Road. Ightham. Sevenoaks Kent. TN15 9AD.

**TM/15/02643/FL** - New conservatory at the rear of the dwelling. 3 New Cottages. Ismays Road. Ivy Hatch. Ightham Kent. TN15 0NX.

### **Planning Applications Withdrawn**

**TM/ 15/02605/TPOC** - Fell 52 over-mature Hybrid Poplar trees (shedding large crown sections over driveway). Chapel Farm, Ightham Bypass, Ightham, Sevenoaks, Kent TN15 9AF.

5. MINUTES Approval of the meeting held on 15 September 2015. The Minutes of the meeting on 15<sup>th</sup> September were approved and signed as an accurate record of the meeting.

#### **6. MATTERS ARISING**

Kent Highways – items to be reported:

There is a lot of road surface mud to be cleared up following the EDF/BT overhead cable undergrounding on Sandy Lane and Ismays Road.

Raspitt Hill - still flooding, Cllr Betts to pursue. Cllr Chartres to forward earlier correspondence.

Reports from a resident of overgrown vegetation on public rights of way – Parish Clerk to refer to Michele Snoding, KCC, PROW.

Overgrown hedges in Pine Tree Lane and Ismays Road – Parish Clerk to write to residents.

Nutlands – Soil on the road verge encroaching onto the carriageway.

Selected Plants, Ismays Road – Large pothole requiring treatment.

Cllr Mitchem reported that there had been another serious car accident on the A25 at the junction of Oldbury Lane and asked us to pursue again with Kent Highways. Cllr Betts said that he would take the matter up with Matthew Balfour, the KCC Cabinet Member for Highways as there is concern with the proximity to the Ightham Primary School. The mini roundabout at the west end of Western Road, Borough Green was mentioned as it was perceived to be working well and naturally slows down traffic. Cllr Betts said that this had been paid for by the developer of the adjacent Red Lion housing development. A roundabout would need to be funded by KCC. It was also suggested that the speed indicator may be more effective if it showed the speed of traffic. Speed reduction alone is not considered sufficient on this junction which is poorly designed, marked and laid out.

At the Ightham Parish Council Annual Meeting, our Kent County Councillor, Cllr Dagger had said that Ightham Parish Council should put forward a proposal for the installation of flashing signs. There are 2 hot spots; Bates Hill and Borough Green Road, just off Dark Hill roundabout. The Parish Clerk was asked to draft a proposal.

Proposed new scout/football building – Update – Nothing to report.

School Building Project & Mains Drainage to SKIPS – Update – the building work is scheduled to finish on 8<sup>th</sup> December. In addition to what was planned, the School now has a state of the art emergency fire detection and lighting installation. The mains drainage work for SKIPS and the Scout Hut has now been completed with the now empty septic tank to be backfilled with granular material.

Ightham FC Pitch Levelling - Update – Nothing to report.

Old Lane Gypsy Site - Update - Cllr Betts had received a response from Steve Humphrey, Director of Planning, at TMBC, about the reasoning behind the Planning Inspector's decision

at Old Lane. As there is a temporary planning permission granted for three years, this matter will now be taken off the Agenda.

Busty Stream – Update - The Parish Clerk had been in contact with Steve Humphrey at TMBC about recommending a specialist contractor to clear the stream bed from undergrowth and other debris. We are awaiting a response.

Capital Expenditure 2015 – Improvements to the Village Hall & Basement including: outside fence, repainting exterior and railings and removal of dead tree, interior repairs and decorations and general maintenance. Some replastering had been done recently in the Village Hall and the inside is due to be repainted next week. Replacement doors and windows have been installed in the basement. Cllr Chartres and Cllr Willingham will meet to discuss refurbishment to the basement, Cllr Willingham suggested that buying shelving may be a better option for parish record storage.

Lease for Tennis Club - Update – We are awaiting comments from the Tennis Club. The Parish Clerk is to meet with our lawyer on Thursday to start the process for registering land owned by the Ightham Parish Council.

Play Ground New Equipment - Update and repair to fence and climbing Wall. 2015 ROSPA report. The park equipment is due to be installed in November and will take approx 3 weeks, depending on the weather. The cost for Wicksteed to remove equipment to be carted away by Planet Plants was prohibitive so we decided to let Wicksteed take it away as previously suggested. Thanks were extended to Planet Plants for the kind offer.

Car Park Extension - Update – The Planning Application has been submitted but we need to have a tree survey carried out. This has been organised. We also need to submit detailed plans for the extension to the playground. Park Committee to meet up to discuss. There is an informal pedestrian access gate in the fence to the section of the recreation ground that will be redeveloped as a play area, the Parish Clerk was asked to take legal advice on how best to deal with it.

Litter Bins Recreation Ground - Will be dealt with when the car park extension takes place.

Tree work in Recreation Ground and new fencing – Update – Tree work has now been completed. Two trees were left but their crowns have been reduced in height. Tree work along the pathway up to Skips and at the Village Hall will be carried out on 14<sup>th</sup> November. Cllr Mitchem to report to the Tennis Club. The owners of the neighbouring property, Tanglewood, has organised the fencing and the Parish Clerk will send the cheque for our contribution to Tate Fencing directly.

Broadband – Update - Gigaclear - See above.

Ightham Cricket Club – Fundraising – It is estimated that to build a secure equipment hut and carry out repairs to the existing Pavilion, it would cost in the region of £30k. The Parish Council would be willing to make a contribution if the Cricket Club could get some matched funding from the KCC Club board.

Salt Crate – Cllr Willingham to drop at Village hall to put in existing salt. We don't need any more for this year as we have 2 sacks left over from previous years.

Old Lane – Cllr Chartres said that the vegetation overgrowth wasn't too bad and didn't require mechanical flailing. Parish Clerk to ask James Hayward to cut back with hand held tools.

Dog Warden – We have put information in the Parish Magazine about keeping pathways and verges clear. Cllr Betts reported that Stansted and Fairseat Parishes had had a problem with dog fouling and had used posters to raise awareness.

Lighting on Recreation Ground pathways – Cllr Chartres had raised with the school who thought that low level lighting would be a good idea, Cllr Chartres to pursue budget prices.

## 6. CORRESPONDENCE

Letter re Village Sign – We have received a letter from a Parishioner saying the sign on Leathercote Corner has been obscured by the trees and suggested that we put a white background against the sign to make it more visible. It was decided that the sign is better being “see through” as it can be seen from both directions. We should get the vegetation cut back so that the sign can be visible. Parish Clerk to ask KCC.

Annual Return - The annual accounts were signed off by PKF Littlejohn and the notice has been displayed on the noticeboard outside The Harrow PH.

Local Plan - The list of all sites submitted has now been uploaded to the Council's website and can be found:

[http://www.tmbc.gov.uk/services/environment-and-planning/planning/call\\_for\\_sites](http://www.tmbc.gov.uk/services/environment-and-planning/planning/call_for_sites)

The Panel will now assess the sites for their availability and viability. There will be further discussions with Parishes next spring. Cllr Chartres to put an explanatory note in the Parish

Magazine.

Proposal to Amalgamate the three Area Planning Committees – Many Parishes had written to TMBC objecting to this proposal. The decision has now been deferred pending a medium term funding review.

Invitation to KALC AGM – 21 November 2015 – Nobody is available to attend the AGM.

Thank you letter from St Peters PCC – We have received a letter thanking us for the Parish Council contribution to the work to re-surface the access pathway to the public cemetery at St Peters.

Local Government Boundary Commission for KCC boundaries – No Comments.

KCC Consultation Street Lighting – No Comments as we have no street lighting in Ightham.

KCC Budget Consultation – Parish Clerk to circulate details.

Financial Arrangements with Parish Councils – We have received notification of our funding from TMBC for the Churchyard maintenance for next year.

Letter from NALC Chairman on Commonwealth Flag Day 14 March 2016 – Parish Clerk to circulate details.

Emails from Diane Raper: Highways Issues & Expenditure on Village Hall etc – The Parish Clerk was asked to draft a response.

## 7. FINANCE

The following cheques were signed prior to the meeting as they had been agreed at a previous meeting:

R Burgess Limited – New windows and fire door to Village Hall (inc VAT £826.84)  
£4,961.04

TMBC – Planning Application for Car Park Extension  
£97.50

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

Parish Clerk Salary & Expenses

£534.10

Jane Haselden – Website

£35.00

PKF Littlejohn – Annual Audit (inc VAT £80)

£470.00

Developing Country – Gardening Work Churchyard

£60.00

Green Recycling – Costs for Paper Bin Emptying

£154.08

Robert Lee-Amies – Work at Village Hall and War Memorial

£416.00

JH Gardening Services – Cutting verges, overhanging branches and tree work

£2,330.00

Anthony Edwards – Maintenance to Church Grounds

£1,085.60

Anthony Edwards – Maintenance to Parish Land

£221.68

Latitude – VAT for Planning Application (VAT only £100)

£100.00

Royal British Legion – Poppy Wreath

£17.00

MTS Sucklifts – Final emptying of septic tank

£133.50

Tate Fencing – 50% Replacement fencing Cost alongside boundary with Tanglewood (inc VAT £912.82)

£5,476.90

Ben Larkham Tree Survey – Survey of Limes re Car Park Extension (inc VAT £72)

£432.00

**Total**

**£10,465.00**

**Income**

Refund drainage Works  
£540.00

SKIPS

£125.00

TMBC – Precept (Period April to September 2015)

£48,891.50

Interest

£8.52

**Total**

**£49,565.02**

Financial position at 30 September 2015: Current account: £10,530.89 (including £767 unpresented cheques) Deposit account: £203,495.12

**8. AOB**

Cllr Betts reported that the West Kent Leader Program was up and running and provided grants for rural enterprises. This funding could be used, for example, to help keep local pubs/shops up and running.

Cllr Chartres reported tht Maggie Williams had taken a full time job and would therefore no longer be able to audit the Parish Accounts. Cllr Chartres to write and thank her for her work. Cllr Edge-McKenna said that she knew somebody in Plaxtol who may be able to take on the role.

Cllr Chartres said that he would leaflet people to remind them not to park in front of the War Memorial on Remembrance Sunday. We have the Wreath already.

**9. PUBLIC**

Cllr Cracknell said that when she had used the Village Hall kitchen the freezer was full of bread rolls and therefore not usable and that it would be useful to have simple instruction leaflets for the various kitchen appliances. With the increased use, she also suggested that the Village Hall had a regular deep clean.

The Parish Clerk was asked to put together a protocol for members of public attending the meetings.

Cllr Brierley reported that the Rowan tree was now ready for planting. Parish Clerk to put James Hayward in touch to organise planting. Cllr Brierley also reported there was an application for the footpath between Common Road and Old Lane to be moved/ diverted. Parish Clerk to check whether we would be consulted.

Cllr Mitchem asked for the Oldbury Lane/A25 junction to be put on future Agendas under matters arising.

The meeting closed at 10.25pm.

**IGHTHAM PARISH COUNCIL  
MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD  
ON TUESDAY 15<sup>TH</sup> SEPTEMBER 2015 AT IGHTHAM VILLAGE HALL AT 7.45pm**

**1. APOLOGIES**

Cllr Hall, Cllr Cracknell

- **PUBLIC**

Gill Averill addressed IPC about the 2016 Ightham Open Gardens. Following the success of last years event, the Open Gardens will be held next year on Sunday 3<sup>rd</sup> July from 12-5.30pm (time to be confirmed). There are possibly going to be 3 new gardens, although a couple may be dropping out. Ightham Primary School and SKIPS will be involved in doing a competition with each class planting out a pot, a prize will be given for the best class pot. Gill will give further details of the event nearer the time.

A member of the public asked whether the Parish was aware of noise late at night/early morning suspected to be coming from H&H Celcon. It sounds like vehicles/fork lift trucks. Nobody was aware of anything and it was suggested that it could be to do with works at the Red Lion roundabout, Borough Green, although this seems too far for the noise to have travelled. The gentleman was asked to monitor the noise and if it continues to get in touch with Cllr Chartres who will investigate with H&H Celcon.

- **DECLARATION OF INTERESTS**

None

- **PLANNING APPLICATIONS**

**TM/15/02605/TPOC** – Chapel Farm, Ightham Bypass, Ightham, Sevenoaks, TN15 9AF. Fell 52 over mature hybrid Poplar trees (shedding large crown sections over driveway). Applicant c/o Trojan Tree Care. “No objection providing Liz Guthrie is content.” The Poplars were planted when the bypass was built and should have been removed several years ago along with the conifers as many are damaged. This will help to improve the skyline also. Liz Guthrie is happy for the area to be opened as a meadow for wildlife, this will impact the Busty Steam which will benefit from less debris. The owners of Chapel Farm are happy for a Permissive Footpath to go through their land from the the carpark in the Village Hall to the George and Dragon. Neighbours have expressed concern that these proposals are a forerunner to development on the land, the owners have no intentions of developing the land, they just want to make it safe and tidy it up.

**TM/15/02643/FL** - 3 New Cottages, Ismays Road, Ivy Hatch, Ightham, Kent, TN15 0NX. New conservatory at the rear of the dwelling. Applicant: Mrs Mandy Stell, 3 New Cottages, Ismays Road, Ivy Hatch, Ightham, Kent, TN15 0NX. “No objection.”

**TM/15/02831/ELEX** - Oldbury Lane, Ightham, Sevenoaks, Kent. To remove the overhead line as highlighted yellow, establish 2 strut poles and 2 stays and lay underground cable. Applicant: UK Power Networks Chris Dunn Freedom Group Unit 7, Blocks 2-3 Vestry Road Industrial Estate Otford Sevenoaks Kent TN14 5EL. “No objection but we would like to see lines put underground for the whole of Oldbury Lane.”

**TM/15/02656/FL** - Midsummer Meadow, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 9AD. Dormers to front and rear roof slopes to provide first floor accommodation and conversion of outbuilding to provide annex. Applicant: Miss E Powell, Midsummer Meadow, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 9AD. “No objection.”

**TM/15/02686/RD** - Crown House High Cross Road Ivy Hatch Sevenoaks Kent TN15 0NR. Details submitted pursuant to conditions 3 (Joinery) and 4 (Archaeology) of TM 15/01412/FL for extension and alterations to dwelling. Applicant: Mr Richard Clarke, Crown House, High Cross Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NR.

**TM/15/02819/FL** - West Yaldham Farm, Kemsing Road, Kemsing, Sevenoaks, Kent TN15 6NN. Change of use and alterations of existing agricultural building to light industrial and storage; extension to grain store for biomass boiler; demolition of existing agricultural buildings and replacement with offices, 3 cottages and 2 dwellings; alterations to access, car parking and landscaping. Applicant: Mrs Eliza Ecclestone St Clere Estate Kemsing Kent TN15 6NL. "Support." We have been consulted on this application as we initially expressed concern about increased traffic flow through the village.

**TM/125/02770/FL** – Peel House, 9 Tebbs Way, Ightham, Sevenoaks, TN15 9BJ - Two storey side extension, single storey rear extension, infill extension to existing rear terrace and alteration to main roof.

### **Planning Applications Approved**

**TM/ 15/02083/FL** – Glenwood, Spring Lane, Ightham, Sevenoaks, Kent, TN15 9DR. Proposed terrace at upper ground level with open car port under.

**TM/ 15/01921/FL** - Fen Pond House, Fen Pond Road, Ightham, Sevenoaks, Kent TN15 9JF. Demolition of single storey conservatory with construction of a new replacement single storey conservatory and demolition of existing concrete double garage.

**TM/15/02517/TPOC** - Larchfield, Copt Hall Road, Ightham, Sevenoaks, Kent TN15 9DT. T2 and T3 Beech - reduce crown by approx 25% to allow more light to house and prevent the trees interfering with adjacent Oak.

**TM 15/00130/LB** - Fir Tree House, Ismays Road, Ivy Hatch, Ightham, Kent, TN15 0NX. Listed Building Application: Proposed alterations and extension of listed dwelling including demolition of existing extension and existing garages and sun room.

5. MINUTES Approval of the meeting held on 18<sup>th</sup> August 2015. The Minutes were approved and signed as a true record of the meeting. Cllr Edwards had been omitted from the attendance list so was added back on.

### **6. MATTERS ARISING**

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

Multiple potholes along Ismays Road following the A227 diversion in early Spring 2015.

Overgrown hedges: Holt Hill, junction Redwell Lane and Common Road, opposite Ightham Warren, Broadacre, Nutlands, Sevenoaks Road.

Raspitt Hill - continuing problem with flooding.

The postbox on the end of Back Lane is impairing visibility, Parish Clerk to ask whether it can be moved.

**Maintenance contract for Pathways in Recreation Ground** – It was proposed that we employ somebody to clear pathways in the recreation ground on both side and up to SKIPS, every week. Parish Clerk to ask Anthony Edwards whether he has spare capacity. Cllr Edge McKenna asked whether we were going to put railings alongside the steps from the recreation ground upwards SKIPS. We will get quotes once the sewer works are completed.

**Proposed new scout/football building – Update** – Nothing to report.

**School Building Project & Mains Drainage to SKIPS – Update** – The School building is scheduled to be finished at the end of November. The sewer works are underway and should be finished early next week. The price for emptying the old septic tank was not included in the initial quote and we are awaiting a cost. It was noted that the current car drop off and pick up arrangements for pupils, during the works, were working very well and the question was asked whether the same arrangements could continue on a permanent basis? Cllr Chartres said that the school would try and encourage people to walk up from the recreation ground and hoped that people will get into the habit of walking up. Cllr Chartres to speak to the Head about this. Cllr Holden said that it was very difficult turning right into the car park from the A25.

**Ightham FC Pitch Levelling – Update** – Nothing to report.

**Old Lane Gypsy Site – Update** - Tom Tugendhat has now become involved and will hopefully respond to Mr Miles.

**Busty Stream – Update** – From the early autumn a scheme will be put into place called Flood Re which is a joint industry / Government sponsored scheme designed to enable flood

cover to be affordable for those households at highest risk of flooding. The Parish Clerk was asked to write to residents who had expressed concern at rising insurance premiums to let them know. Anthony Edwards has recently cleared the stream and Cllr Willingham had removed debris. Cllr Chartres said that TMBC would remove green waste in the future. It was noted that the bed of the stream was very overgrown and the Parish Clerk was asked to contact Steve Humphrey to get an update on the culvert and ask whether they had any recommended contractors that we could use to clear the river bed.

**Capital Expenditure 2015** – Improvements to the Village Hall & Basement including: outside fence, repainting exterior and railings and removal of dead tree. Cllr Willingham had spoken to Mark Brenta about upgrading the fence outside the Village Hall and Social Club and he was in agreement. Cllr Willingham to get a quote. The external painting will happen next year. The hall will be closed for a week over half term for internal decoration and repairs. The external guttering also needs some attention. Cllr Willingham suggested that when we do the downstairs decoration that we should have in mind making it suitable for holding our monthly meetings as used to be the case. There is dead tree outside the entrance to the village hall, Parish Clerk to ask James Hayward to remove it. The outside lights are not working, Cllr Willingham to speak to TMBC.

**Lease for Tennis Club - Update** – Deeds have not been found so we will need to make a declaration of ownership. The Tennis Club lawyers have the draft lease and we are awaiting their comments.

**Play Ground New Equipment** - Update and repair to fence and climbing Wall. 2015 ROSPA report. The new play equipment is due for installation in October. Parish Clerk to ask Wicksteed to recommend suitable colours for colour splashes.

**Car Park Extension - Update** – Andrew is currently in discussion with TMBC to find out whether the work is within permitted development. He is working on the design and has suggested bike railings and benches at the playground side of the car park. The estimated cost is around £30k to increase the car park by 20-30 spaces.

**Litter Bins Recreation Ground** - Following discussions with TMBC, we need to pay for additional litter bins if we want them and they have to be of a certain specification in order for TMBC to empty them. Parish Clerk to look at costings. We need to have up to 3 additional bins, including one outside in the layby.

**Tree work in Recreation Ground and new fencing – Update** - James Hayward will start tree work on 21<sup>st</sup> September. Parish Clerk has been in contact with the owner of Tanglewood about the fencing.

**Broadband – Update** – Cllr Chartres had been in contact with BT and Tom Tugendhat about the lack of information from BT in taking forward the commissioning of the BT box on Tonbridge Road. Cllr Chartres had received a response from both to say that they were looking into the matter. Cllr Mitchem had been in contact with Gigaclear who have no firm plans to install fibre optic cabling in Ightham but are continuing to canvas residents in the area.

**Ightham Cricket Club – Fundraising** – Cllr Chartres is concerned about the state of the Cricket Club Pavilion and suggested that the Parish Council would be able to help with funding of either a new building or refurbishing the existing building. He suggested setting up a meeting with the Cricket Club Committee.

**Finances/Budget 2015** – The Parish Clerk distributed the Income and Expenditure Accounts and expenditure and budget figures. We are within budget on all expenditure items to date.

## 6. CORRESPONDENCE

**Dog Fouling** – We have received an email from Plaxtol PC asking whether we would be interested in joining them in an initiative to employ a Dog Warden. We have noticed an increase recently in dog fouling on the verges of our lanes, in particular. Fairlawne Estate have also reported a number of

plastic dog poo bags being hung or thrown into hedgerows. It was suggested that we start with an article in the Parish Magazine.

**Stangate Gas Utilisation Plant** – We have received a noise monitoring report submitted by Spectrum Acoustic Consultants on behalf of Infinis Energy Services Ltd. The report has been examined by the Borough Council's Environmental Protection Team which has advised us that although the report indicates that there is a technical breach of the noise limit set out in Condition 11 of planning permission TM/11/1632 at Waterside Cottage, an excess of 1dB over the limit is inaudible and so no harm will be caused. The matter will be closely reviewed at the next monitoring session in April/May next year.



## 7. FINANCE

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

Parish Clerk Salary & Expenses

£527.31

Jane Haselden – Website

£35.00

Dynorod – Cess Pit Clearing – First Visit

£156.00

PlaySafety – Playground Inspection

£96.00

EDF – Electricity at Pavilion

£38.00

Latitude – Scout Hut Plans (outstanding bill from 2013)

£1,740.00

Anthony Edwards – Tree work and removal of fence and equipment hire – Rec

£4,211.59

Latitude – Scout Hut Detailed Design Stage 1

£2,640.00

Robert Lee-Amies – Work at Recreation Ground and War Memorial

£232.00

South East Water – Pavilion

£31.01

Warners - Legal Fees

£2,160.00

Information Commissioners Office - Data Protection Registration

£35.00

**Total**

**£11,901.91**

**Income**

Ightham School – Refund for overpayment towards sewer work

£540.00

Financial position at 31 August 2015: Current account: £11,835.15 (including £1,392.33 unpresented cheques) Deposit account: £164,595.10

The Parish Clerk had also omitted the VAT on a previous bill for £61.50, this was also agreed at the meeting.

## 8. AOB

Parish Clerk to chase up when the overhead lines are going underground in Ivy Hatch. Cllr Chartres to find out who is responsible for the BT lines.

Cllr Brierley said that the signage on the public footpath between Old Lane and Common Road had gone and was virtually impassible. The stile is also broken and there is often an aggressive dog there which is offputting for walkers. Parish Clerk to notify Michele Snowding at KCC.

Cllr Holden had attended the Scout AGM and presented them with their Award.

Cllr Edge McKenna asked whether we could have some lighting in the recreation ground, particularly as this is now the main access route to Ightham Primary School. If we did it would have to be at ground level. This should go on the next Agenda.

Cllr Chartres asked the Parish Clerk to organise the Wreath for Remembrance Sunday.

The pathway from the Church to the Graveyard needs resurfacing and there also need to be some repairs carried out on the Lytch Gate and to the disabled access. Cllr Chartres asked whether the Parish Council would be willing to contribute 50% of the cost of the works which will amount to £2,500. It was agreed that we would contribute. The Harvest Festival at St Peter's will be on 4<sup>th</sup> October at 11am.

The meeting closed at 10.05pm

Sarah Huseyin , Parish Clerk

September 2015



**IGHTHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD**  
**ON TUESDAY 18<sup>th</sup> AUGUST 2015 AT IGHTHAM VILLAGE HALL AT 7.45pm**

Present: Cllr Chartres, Cllr Brierley, Cllr Cracknell, Cllr Edge-McKenna, Cllr Edwards, Cllr Hall  
Cllr Mitchem, Cllr Willingham, The Parish Clerk and 1 member of public.

**1. APOLOGIES**

Cllr Holden, Cllr Betts, Cllr Coffin

**2. DECLARATION OF INTERESTS**

None

**3. PLANNING APPLICATIONS**

**TM/15/02309/TNCA** – Miss Sally Berkeley, Theodore House, High Cross Road, Ivy Hatch, Sevenoaks, TN15 0NN. Reduction by 1/3 Yew tree in front garden, raising crown on Field Maple next to road, wiring Irish Yew tree in front garden and shaping as required, reduction by 1/3 Yew tree next to house, reducing Conifer tree in front garden to same height as Yew tree next to it and raising the crown and removing three Elder shrubs in the front garden. “No objection providing Liz Guthrie is content.”

**TM/15/02329/FL** Woodlands, 59 Fen Pond Road, Ightham, Sevenoaks, Kent TN15 9JE. Construction of single storey side extension. Enlargement of existing first floor side dormer window. Applicant: Mr L Kennett, 59 Fen Pond Road, Ightham, Sevenoaks, Kent, TN15 9JE. “No objection.”

**TM/15/02517/TPOC** Larchfield, Copt Hall Road, Ightham, Sevenoaks, Kent, TN15 9DT. T2 and T3 Beech - reduce crown by approx. 25% to allow more light to house and prevent the trees interfering with adjacent Oak. Applicant: Sarah Young, Larchfield, Copt Hall Road, Ightham, Sevenoaks Kent TN15 9DT. “No objection providing Liz Guthrie is content.”

**TM/15/02566/TNCA** Elmhurst, Bates Hill. Ightham. Sevenoaks. Kent TN15 9HB. T1 Reduce apple tree crown overall by approx. 30%. Applicant: Mr Steve Spendlove, Elmhurst, Bates Hill, Ightham, Sevenoaks, Kent. TN15 9HB. “No objection providing Liz Guthrie is content.”

**TM/15/02421/FL** Cobdown, Copt Hall Road, Ightham, Sevenoaks, TN15 9DU. First Floor bedroom extension. Applicant: Mr Robinson c/o Andrew Boakes. “No objection, the Parish Council is surprised that this needs planning permission as it was approved in 2005.”

**Planning Applications Approved**

TM 15/02165/ELEX Overhead Line near Boundary Barn, Fen Pond Road, Ightham, Sevenoaks, Kent. Existing pole to be moved towards Boundary Oast and associated redirection of overhead line; part of existing overhead line to be replaced with underground cable.

TM 15/01998/LB Listed Building Application: Minor external and internal alterations, Old Stones, Sevenoaks Road Ightham, Sevenoaks, Kent TN15 9HA.

TM/15/01731/FL Proposed two storey rear extension, single storey side extension, partial garage conversion, loft conversion and landscaping works including removal of a Walnut tree. 11 Durlings Orchard, Ightham, Sevenoaks, Kent TN15 9HW. Status : Decided

4. MINUTES Approval of the meeting held on 21st July 2015. The Minutes of the meeting on 21<sup>st</sup> July were approved and duly signed.

**5. MATTERS ARISING**

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

Road Closures: Red Lion Roundabout 18-30 August, diversion via Haul Road.  
Ismays Road and Sandy Lane, roads closed from 28<sup>th</sup> September for 3 weeks for underground electrical cabling.

It was reported that High Cross Road has now been patched and edges repaired. Coach Road has now been marked for repairs.

All white Stop and Give Way lines need refreshing throughout the village.

Cllr Mitchem reported that there has been a lot of litter left by Contractors repairing High Cross Road although this now appears to have been cleared.

Drains blocked on junction A227 and Ismays Road.

Verge needs clearing on A227 by Ightham Warren.

There seems to be an increase in the amount of litter throughout the village, Parish Clerk to notify David Campbell-Lenaghan at TMBC.

**Proposed new scout/football building** – Update – Likely construction project costs due in September.

**School Building Project & Mains Drainage connection to SKIPS** – Update – The steel frame has gone up and the first floor nearly built. The new toilet facility is nearly finished. We have now received a quote from the Contractor doing the school drainage, for £8,970 plus VAT. The drain will connect into the main sewer at the bottom of the footpath in the recreation ground. It was agreed that this was a reasonable price and that we should go ahead and get the work done. Lorry access will be required via the main entrance to the recreation ground. Work can start next week and will take 2-3 weeks.

**Ightham FC Pitch Levelling** - Update – Nothing to report.

**Old Lane Gypsy Site** - Update – Decision received HM Planning Inspectorate – The Travellers can remain on the site until 2018 and then must vacate and clear the site, with the exception of the stables which are within permitted development, providing that TMBC can find an acceptable housing alternative. A member of public attended the meeting to express his disappointment and surprise at the decision. He has already written to the local MP and Borough Councillors and requested that the Parish Council respond with ideas on how to address the issue and to ensure that the site is vacated in 2018. This is considered to be a national issue and Cllr Chartres said that he would contact the local press to express our disappointment at the decision and to reinforce the views expressed by the local resident.

**Busty Stream** – Update - The stream has now been cleared, Cllr Chartres will speak to the local resident that expressed concerns about its reclassification.

**Capital Expenditure 2015** – Improvements to the Lower Village Hall – Cllr Willingham had received a quote for 9 new double glazed windows for £3,165.72, replacement of the heaters for £556 and a new fire door at £968.48. It was agreed that we should go ahead with the work. Cllrs Chartres and Willingham will also discuss removal of the downstairs kitchen and toilet and convert them to appropriate storage.

**Lease for Tennis Club** - Update – the lease still hasn't been unearthed in the archive search, although we have discovered a file of documents. Parish Clerk to sort through.

**Ightham Recreation Ground New Play Equipment** - The new equipment has now been ordered from Wicksteed and the total cost is £40,000. This will include 2 climbing frames to replace the existing ones, a new roundabout, a rocking bowl to replace the see-saw and a twister to replace the small rocking horse. The existing swings will be repainted. The price includes the rubberised matting, installation and removal of existing equipment. We also have an option of including colour splashes to the rubberised matting for an extra £1850, the Parish Council asked the Park Committee to make a decision and to look into selling the existing play equipment. The new equipment is due to be installed in October. The Parish Council thanked the Park Committee for organising.

**Car Park Extension** – Update – The Planning Application is being arranged after 24<sup>th</sup> August, we have been asked to pay £500 on account to Latitude the project architects.

**Litter Bins Recreation Ground** – Monitoring – The bins in The Ightham Recreation Ground are emptied twice a week but sometimes there seems to be a lot of litter and the bins that we have don't seem to be big enough to cope with the volume of litter. We discussed the possibility of buying larger bins as TMBC would empty them as long as they are accessible. Parish Clerk to contact TMBC to find out whether they can supply them.

Tree work in Recreation Ground and new fencing – Update - Quote for new fence. We are waiting for one more quote for the tree removal and have had a costing for a new boundary fence of £8,000 which we will share with the neighbouring owners of Tanglewood. Some fencing will be over 2.4 m which will require LA Planning Permission. Parish Clerk to contact owners to ask them to apply and to accept the quote and check whether the posts will be

concrete.

**Broadband** – Update – Cllr Cracknell had received a deadlock letter from BT to send onto the Ombudsman but it was felt that sending it wouldn't achieve the desired outcome. It was felt that it should be something that should be taken on by our MP. Cllr Chartres to write to him. Gigaclear has asked for extra funding and would require a £65 per month commitment, in addition to installation charges.

**Archiving in Village Hall** – Update – This has now been completed and the lady responsible did a fantastic job of sorting and cataloguing the records.

**Village Fayre** – Cllr Chartres has written to Ightham Mote thanking them for the use of their grounds for the Village Fayre. In her response, Bernadette Gillow, the NT General Manager, had invited the village to hold the next one in 2017 at Ightham Mote.

**Curtains In Village Hall** – Cllr Edge-McKenna had asked a contact to look at the curtain quote received at the last meeting and it was felt that it was very reasonable. We will need to get a Fire Retardant Certificate. It was agreed that we should go ahead with the order. Cllr Willingham to arrange.

**Cricket Clubhouse renewal Fundraising** – Cllr Chartres asked this to go on the Agenda for September.

**Village Hall Fence** – Cllr Willingham will talk to Mark Brenta about replacing the Sevenoaks Road frontage fence outside the Village Hall and Social Club.

**Old Lane verge vegetation flailing** – Parish Clerk to chase up.

## 6. CORRESPONDENCE

**Borough Green Gardens** – Letter from Barton Willmore about the article that appeared in the Sevenoaks Chronicle about the proposed housing development near Borough Green. The letter stated that the site was one of many submitted to TMBC as part of the call for sites and that there were no plans currently in place. If the site is found to be a viable option then a comprehensive public consultation will take place at that time.

**Invitation to Malling District Scouts Oscars / AGM** – 19<sup>th</sup> September 6pm, Holmesdale Tech College, Snodland. Parish Clerk to forward to Cllr Holden who has been requested to represent Ightham Parish Council.

**KCC – Application re Isles Quarry East** – We have received notification that the application for a Restoration and Aftercare scheme was withdrawn as the previously submitted Ecological Enhancement and Habitat Management plan had been approved and it was deemed that no further action was needed.

## 7. FINANCE – Proposed by Cllr Edwards and seconded by Cllr Willingham

The following accounts are submitted for payment:

Parish Clerk Salary & Expenses to

July £473.44

Inland Revenue HMRC Tax & NI

£212.85

Jane Haselden –

Website

£35.00

MTS Sucklifts – Cess pit emptying Scout

Hut

£798.00

Commercial Services Trading Ltd - Grounds

Maintenance

£870.34

Anthony Edwards – Maintenance to Churchyard

£1,022.40

Anthony Edwards – Maintenance to

Churchyard

£221.92

Latitude – Planning Application

Fees

£500.00

Suzette McDaniel – Archiving in Village Hall and Storage

Boxes

£516.58

Ightham Village Hall -

Lettings

£290.00

TMBC – Uncontested Election

expenses

£240.30

Bob Lee Amies – work at recreation Ground and War

Memorial

£325.33

**Total**  
**£5,506.16**

**The following invoice was paid before the meeting with prior agreement to pay on receipt.**

Knapp Hicks & Partners  
Ltd

£1836.00

**Income**

HMRC – VAT

Refund

£5,444.25

Allotment

Fees

£650.00

SKIPS –

Rental

£462.50

**Total**

**£6,556.75**

Financial position at 31 July 2015: Current account: £7,292.35, Deposit account:  
£169,136.81

**AOB**

Cllr Hall commented that in the recent Kent Cobnut Newsletter, all contributors to the Ightham Mote Cobnut Platt had been thanked apart from financial contributors such as Ightham Parish Council.

Cllr Willingham said that the quote for new Village Hall chairs came in at £2258 for 66. It was agreed that we should go ahead.

Cllr Hall asked whether we could have a Financial Statement showing Capital Expenditure against our Budget for the September meeting.

The meeting closed at 9.50pm

**IGHTHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD**  
**ON TUESDAY 21<sup>st</sup> JULY 2015 AT IGHTHAM VILLAGE HALL AT 7.45pm**

**MONTHLY MEETING**

Present: Cllr Chartres, Cllr Brierley, Cllr Cracknell, Cllr Edge-McKenna, Cllr Holden, Cllr Mitchem, Cllr Willingham, Borough Councillor Martin Coffin, 2 members of the public and The Parish Clerk.

- APOLOGIES

Cllr Edwards, Cllr Hall. Borough Cllr Robin Betts.

The Parish Council passed on best wishes to Cllr John Edwards for a speedy recovery.

- DECLARATION OF INTERESTS

None

- PUBLIC

Gill Averill attended the meeting to report back on the Open Garden Event in July. The event raised £5,100 for Hospice in the Weald. Following its great success, Gill will organise the event next year on 3<sup>rd</sup> July 2016 and all proceeds raised will go to Hospice in the Weald. The village hall has already been booked. Hopefully the issue of parking can be ironed out for next years event. Gill would like to involve the School, SKIPS and the Tennis Club next year and is talking to the various representatives. A post event meeting is due to be held on 19<sup>th</sup> August.

The Parish Council thanked Gill for an amazing effort and for organising a fantastic village event.

Mr Fisher, a resident in Mill Lane, attended the meeting to raise the issue of the state of Mill Lane. In particular the weeds, drains and verges are not being cleared regularly and roadsides along Mill Lane are being eroded by large lorries. He asked what steps were being taken to address these issues. Cllr Chartres explained that the Parish Council regularly report matters to KCC and TMBC but that lack of funding has meant expenditure cut backs resulting in less frequent clearing. All of the matters raised will be reported to KCC or TMBC as appropriate and Cllr Chartres will report back to Mr Fisher on each item raised. Cllr Chartres also commented that land outside a property that is not classified as a verge should be maintained by the land owner.

- PLANNING APPLICATIONS

TM/15/01519/FL Selected Plants Nursery, Ismays Road, Ivy Hatch, Sevenoaks, Kent. Installation of Solar PV panels to roof of main plant nursery barn. Applicant: Mr Tom Norris. The Laurels, Ismays Road, Ivy Hatch, Ightham, Kent, TN15 0NY. "No objection."

TM/15/01851/FL

Old Copt Hall, Ismays Road, Ightham, Sevenoaks, Kent TN15 9BB. Improvements to existing historic access and provision of driveway to create an independent access to Old Copt Hall. "No objection." The question was raised as to whether we should have parking restrictions outside once this has been done to improve visibility at this junction.

TM/15/01900/FL TM/15/01901/LB

Cricketts Farm House, Borough Green Road, Ightham, Sevenoaks, Kent. The retention, refurbishment and conversion of Crickets Farmhouse into 5 apartments with access, parking and landscaping, as described and illustrated by the DAS report and accompanying drawings. The current single dwelling will be partitioned to create 3 no. 1 bedroom flats on the ground floor; a further 1 bedroom flat on the 1st floor; and a 'duplex' apartment occupying part of the

1st and all of the 2nd floor. A garden room will be constructed and an additional lobby will be added to the west ground floor.

Applicant: O'Keefe Construction Ltd, Mr Patrick O'Keefe, St Andrews House, 1 Dreadnought Street, Greenwich, London SE10 0PU. "No objection."

TM/15/01921/FL Fen Pond House, Fen Pond Road, Ightham, Sevenoaks, Kent TN15 9JF. Demolition of single storey conservatory with construction of a new replacement single storey conservatory and demolition of existing concrete double garage. Applicant: Mr John Benfield, Fen Pond House, Fen Pond Road, Ightham, Sevenoaks, Kent TN15 9JF. "No objection."

TM/15/02024/TNCA Ivors, High Cross Road, Ivy Hatch, Sevenoaks, Kent TN15 0NR. (T8) Hornbeam - Adjacent to field gate on rear-left boundary at end of hedge - Remove. (G9) 1x Hornbeam; 1x Beech; 1x Hawthorn: Left boundary at opposite end of hedge - Remove this group of small trees. Applicant: Mr Domonic Lowres, Ivors, High Cross Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NR. "No objection."

TM/15/01998/LB Old Stones, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 9HA. Listed Building Application: Minor external and internal alterations. Applicant: Dr C & M Thomas Old Stones Sevenoaks Road Ightham Sevenoaks Kent TN15 9HA. "No objection."

TM/15/01731/FL - 11 Durlings Orchard, Ightham, Sevenoaks, Kent, TN15 9HW, Proposed two storey extension and garage conversion. "No objection."

TM/15/02083/FL - Glenwood, Spring Lane, Ightham, Sevenoaks, Kent, TN15 9DR. Proposed terrace at upper ground level with open car port under. Applicant: Mr Robert McGivern Glenwood Spring Lane Ightham Sevenoaks Kent TN15 9DR. "No objection."

TM/15/02165/ELEX - Overhead Line Near Boundary Barn, Fen Pond Road, Ightham, Sevenoaks, Kent.

Existing pole to be moved towards Boundary Oast and associated redirection of overhead line; part of existing overhead line to be replaced with underground cable. Applicant: UK Power Networks, Mrs Kerry Ruffles, Property And Consents, Bircholt Road, Park Wood Industrial Estate, Maidstone, Kent ME15 9XH. "No objection."

### **Planning Applications Approved**

**TM15/01849/TNCA** Charters, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP. [6 x Sycamore - fell because of excessive shading and 2 of the trees have basal decay.](#) Approved.

**TN15/01810/TNCA** Copthall Ismays Road, Ightham, Sevenoaks, Kent, TN15 9BB. [T1: Oak- remove dying tree; T2: Sycamore - remove; G3: 3 x conifers.](#) Approved.

**TN15/01567/FL** The Well Springs, Rectory Lane, Ightham, Sevenoaks, Kent TN15 9AJ. [Replacement garage.](#) Approved.

**TN15/01539/FL** Manor Farm Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DD. [Increase height of existing electronic communications mast from 15m to 20m; replace 6 antennas and reposition 1no. 0.3m dish; 2no. new 0.3m dishes and install 3no. RRUs attached to head frame with replacement cabling.](#) Approved.

**TN15/01537/AT** The Ightham Club, Sevenoaks Road, Ightham, Sevenoaks, Kent, TN15 9HA. [New fascia signs front and back of building \(1 each fascia\), to replace existing older signs. Existing lighting to be used on both signs. Rear fascia sign approx. 1,250mm x 1,250mm. Front fascia sign approx. 2,300mm x 800mm. New hanging sign suspended on post at front of building within own grounds. Approx. 700mm x 600mm. New low-key Halogen spotlighting to be directed at sign only on both sides. Lighting to be sited on own building.](#) Approved.

**TN15/01484/FL** - Fircroft, Copt Hall Road, Ightham, Sevenoaks, Kent TN15 9DT. [Detached garage. Pitch roof to existing porch and single storey rear extension.](#) Approved.

**TN15/01412/FL** - Crown House, High Cross Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NR. [Extension and alteration to existing dwelling including 2 dormer windows and conversion of garage and demolition of single storey rear extension.](#) Approved.



**TN15/01381/FL** - Glenfield, Borough Green Road, Ightham, Sevenoaks, Kent, TN15 9HS. [Demolition of rear conservatory and erection of a two storey rear extension and conversion of integral garage to living space.](#) Approved.

**TN 15/01351/FL** - Kelen Croft. Mill Lane. Ightham. Sevenoaks. Kent. TN15 9BH. [Extension to existing house, enlargement of existing garage, relocation of outdoor swimming pool and the widening of driveway access \(resubmission of TM/15/00035/FL\).](#) Approved.

**TN15/01118/FL** - Trycewell Oast, Trycewell Lane, Ightham, Sevenoaks, Kent, TN15 9HN. Approved.

### **Planning Applications Refused**

**TN15/01233/FL** - Charters, Tonbridge Road, Ightham, Sevenoaks, Kent TN15 9AP. Refused.

4. MINUTES Approval of the meeting held on 16<sup>th</sup> June 2015. The Minutes of the meeting were approved and signed as a true record of the meeting.

### **5. MATTERS ARISING**

**Kent Highways** – items to be reported: Matters raised by Mr Fisher. Cllr Cracknell offered to walk the village to see which drains were blocked. Erosion of road from A227 along Mill Lane to Ragstones.

**Proposed new scout/football building** – Update – James Reid hopes to have estimates by September.

**School Building Project & Mains Drainage to SKIPS** – Update – Cllr Chartres reported that the school project is progressing as planned and that the steel frame is now up. A new project Manager is in place and the work will be completed sometime in the Autumn. Regarding mains drainage, the septic tank was emptied a couple of weeks ago but a blockage in the Scout Hut had caused it to overflow last week. Both Dyno Rod and MTS Sucklifts had been called in over the weekend as an emergency to clear the blockage and jet wash the footpaths. Unfortunately, a member of public had reported the matter to TMBC Environmental Health. Cllr Chartres had spoken to them and explained that everything was dealt with quickly and that plans are in place to connect Skips and the Scout Hut to mains drainage, partially funded by TMBC. This would have been done sooner if the initial contractors had not pulled out. The licence fee to Southern Water was paid last October and the new contractors are currently reapplying for the licence so that work can begin over the summer.

**Ightham FC Pitch Levelling** - Update – James Hitchcock mentioned that work would be done to improve the goal mouths, this appears to have been done.

**Old Lane Gypsy Site** - Update - Nothing to report.

**Old Lane Clearance Suggestions for contractors** – Cllr Willingham to give a couple of contact telephone numbers to the Parish Clerk for flailers.

**Busty Stream** – Update - Cllr Chartres is in contact with KCC to clarify the status of the Busty Stream. We had been passed information from a resident to say that insurance premiums were being increased due to increased flood risk. This is due to data following flooding in 2012 rather than the status of the Busty stream which hasn't changed. We have asked one of the contractors to clear the stream which is very overgrown. A resident had also written to Cllr Mitchem to ask who is responsible for clearing the stream, Parish Clerk to respond.

**Capital Expenditure 2015** – Improvements to the Village Hall & Basement – Cllr Chartres thanked Cllr Willingham for organising the excellent new kitchen in the Village Hall. Cllr Willingham reported that there was a problem with damp from a leaking gutter causing water damage to the main hall which will need repairing. Cllr Willingham had received a quote for repainting the railings and removing the heaters in the lower village hall for £650. It was agreed that we should accept the quote. Cllr Chartres and Cllr Willingham will meet to discuss the removal of the toilet and kitchen downstairs. New windows are also required downstairs as they are rotten. Cllr Willingham to get a price. Cllr Mitchem asked whether we could consider improving the fence outside the village hall, this was agreed and Cllr Mitchem will look into options. Cllr Chartres mentioned the the bench outside the hall needed repairing. Jean Stirk will be using the lower village hall as an archive which may be opened to the public on certain days.

**Lease for Tennis Club** - Update – The lady sorting the files in the village hall had discovered

a file from 1982 with all of the information about the lease. It stated that the deeds were lodged at the bank in Borough Green. Parish Clerk to chase up although it is thought that they were taken out a while ago as there was an annual charge. The draft lease is currently with the Tennis Club solicitor.

**Play Ground** – Preferred suppliers for equipment & new gate installation. The Park Committee had met to discuss the options for new playground equipment. We have met with and received prices from Wicksteed, SSP and Sovereign. The equipment suggested by Wicksteed was the preferred option. It was suggested that we have a wooden ship/climbing frame to replace the junior climbing frame, a smaller climbing frame and tower to replace the infant frame, a new roundabout with disabled access and two twisters to replace the see saw. The cost which will include new surfaces, equipment, installation and removal of old equipment will be around £41,000. The Parish Clerk will meet with the contractor to do a final design and get a fixed quote. It was agreed that we should go ahead once the final price was agreed. The lead time is around 8 weeks. In addition the green gate is being replaced on 29<sup>th</sup> July by Jacksons.

James Reid has reported that the fence post was damaged. Cllr Willingham to repair. The Rospa inspection is due this month, Parish Clerk to investigate options for ongoing safety checks as the Rospa training course was too expensive.

**Car Park Extension** – Update – Andrew Gilbert is chasing up TMBC regarding planning permission as we still haven't heard. Once we get a response we can get some costings.

**Tree work in Recreation Ground and new fencing** – Update - We have received a quote from Duncan Simpson. We have been unsuccessful in getting quotes from other contractors. Cllr Willingham to ask James Hayward. Parish Clerk to ask owner of Tanglewood to get a quote for fencing which we have agreed to go halves on.

**Broadband** – Update – Cllr Cracknell had received a deadlock letter from BT saying that they could not take the matter regarding the commission of the BT box on Tonbridge Road any further and that the matter should be passed to the Ombudsman. It is still not clear whether the BT box will be commissioned in August this year. Gigaclear have also sent a letter to residents to say that they require an additional £25 per household in order to go ahead and install the fibre.

**Archiving in Village Hall** – Update - A local lady has been employed to sort out the files and archives in the Parish Council storage cupboard, at a rate of £15 per hour for approx 20 hours plus expenses. We hope that this will uncover some of the Parish deeds and important documentation which can be properly catalogued. The question was asked as to whether we should keep all of the old planning applications as they should all be online or lodged with TMBC. Borough Cllr Coffin said that some of them has been destroyed at TMBC due to asbestos fibres being found in their archive so in the meantime we will box them all up in date order until we establish whether there are other copies held. In any event, we should retain all of the listed building applications. Many of the documents are very damp, Cllr Willingham to organise a dehumidifier.

**Newspaper Recycling** – Village Hall – We have been approached by the Scouts about taking over the recycling bin in the village hall as they are operating at a loss as the cost of removing the paper is more than the value of paper. It was agreed that the Parish Council would underwrite the scouts to keep the facility going for the benefit of the community for the next year. We will review in 12 months. The anticipated cost will be approx £10 per month.

## • CORRESPONDENCE

**Cricketts Farm** – PROW MR244 – Email from Mike Taylor – A resident of Borough Green had objected to the planned re-route of MR 244 in the Crickett's Farm redevelopment. Local members want to see the Crickett's Farm development progress speedily, and would not want to see the complex process of PROW application delay the process. Borough Green, Ightham and Wrotham PC's have agreed to pursue an informal arrangement with O'Keefe and Mr Higson to drop the existing objection in exchange for a reinstatement of the old MR 244.

## • FINANCE

The following accounts are submitted for payment: Proposed by Cllr Cracknell and seconded by Cllr Brierley.

Parish Clerk Salary & Expenses to July  
£541.54

Jane Haselden – Website  
£35.00  
Robert Lee Amies – Work in recreation ground and Village Hall  
£356.91  
Jacksons – New gate in recreation ground (inc VAT £286.11)  
£1,716.66  
Abstract – Engineering Services re Scout Hut (inc VAT £200)  
£1,200.00  
MTS Sucklifts – Cess pit emptying Scout Hut  
£133.50  
A Willingham – New Freezer Village Hall  
£307.50  
GA Willingham - Kitchen work in Village Hall (inc £500 overpayment 2014)  
£772.18  
Alex Mitchem – Maintenance work in Recreation Ground  
£70.00  
JH Gardening Services - Cutting Verges  
£240.00  
Dyno Rod – Clearing Blockage at Scout Hut  
£336.00

**The following invoices were paid before the meeting with prior agreement to pay on receipt**

A Willingham Ltd – New kitchen in Village Hall (inc VAT £1,126) PAID  
£6,756.00  
RBS Electrical Contractors – Electrics for new kitchen in Village Hall (inc VAT £376.76) PAID  
£2,260.55  
Keemlaw – New sink and drainer, Village Hall (inc VAT £117) PAID  
£702.00  
Deco-Rite – Interior decoration of kitchen in village hall PAID  
£590.00  
Keemlaw – New kitchen in Village Hall (inc VAT £958.40) PAID  
£5,750.40

Financial position at 30 June 2015

Current account: £3,413 ( including unpresented cheques £17,214.09) Deposit account:  
£179,136.81

• **AOB**

Cllr Brierley had been in touch with enforcement following potential unauthorised works at the cottages on Manor Farm.

Cllr Mitchem said how lovely the Ightham Mote Fayre was and the Parish Council passed on thanks to Cllr Cracknell for co-ordinating. Cllr Chartres to write to Ightham Mote to thank them. Cllr Edge-McKenna asked whether we could have more bins in the recreation ground as they were often overflowing. Borough Cllr Coffin said he would look into it.

Borough Cllr Coffin reported that an article was about to be reported in the Chronicle stating that there would be a housing development to provide 3000 houses between Nepicar Farm and Dark Hill. Borough Cllr Coffin said that there was no such planning application in place, it was merely one of the proposals put forward in the call for sites as part of the update of the Local Plan. Borough Cllr Coffin reported that KALC now have enough funds to carry out the Economic Benefits Study for the M26/ A21 slips following additional contributions from local parishes.

Cllr Willingham reported that he had received a quote for internal and external decoration of the village hall including the barriers which came to £5680. It was agreed that we should go ahead and also include new windows downstairs on the north elevation. He also reported that the Quilters have requested that we have a curtain across the double internal doors as the hall is drafty in the winter months. They have a quote for £460 to include installation. It was agreed that we would have a curtain but Cllr Edge –McKenna volunteered to get another quote.

The meeting closed at 9.59pm.

**IGHTHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD**  
**ON TUESDAY 16<sup>th</sup> JUNE 2015 AT IGHAM VILLAGE HALL AT 7.45pm**

Present: Cllr Chartres, Cllr Cracknell, Cllr Edge-McKenna, Cllr Edwards, Cllr Holden, Cllr Mitchem, Cllr Willingham, Cllr Betts and The Parish Clerk.

Cllr Chartres introduced the new Borough Councillor, Cllr Robin Betts who will be working alongside Cllr Martyn Coffin. Cllr Betts is a new Borough Councillor who has been a Parish Councillor at Wrotham PC for 8 years. Cllr Betts is a Dairy Farmer and award winning cheesemaker. His family have been farming in Kent since 1500's.

- APOLOGIES

Cllr Brierley, Cllr Hall

- DECLARATION OF INTERESTS

None

- PLANNING APPLICATIONS

TM/15/01381/FL - Glenfield, Borough Green Road, Ightham, Sevenoaks, Kent TN15 9HS. Two storey extension to rear plus internal reorganisation. Applicant: Mr & Mrs Blackmore. "No objection."

TM/15/01378/RD - Cricketts Farm, Borough Green Road, Ightham, Sevenoaks, Kent, TN15 9JB. Details submitted of development phasing pursuant to condition 2 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)

Applicant: O'Keefe Construction (Greenwich) Ltd, St Andrews House, 1 Dreadnought Street, Off Boord Street, Greenwich, London, SE10 0PU. "No objection."

TM/15/01412/FL - Crown House, High Cross Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NR. Extension and alteration to existing dwelling including 2 dormer windows and conversion of garage and demolition of single storey rear extension. Applicant: Mr Richard Clarke, 83 Marlborough Road, Sevenoaks, Kent, TN13 2HL. "No objection."

TM/15/01484/FL – Fircroft, Copt Hall Road, Ightham, Sevenoaks, Kent, TN15 9DT. Detached garage. Pitch roof to existing porch and single storey rear extension. Applicant: Mr & Mrs A Pratten, Fircroft, Copt Hall Road, Ightham, Sevenoaks, Kent, TN15 9DT. "No objection."

TM/15/01539/FL - Manor Farm, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DD. Increase height of existing electronic communications mast from 15m to 20m; replace 6 antennas and reposition 1no. 0.3m dish; 2no. new 0.3m dishes and install 3no. RRUs attached to head frame with replacement cabling. Applicant: CTIL 1330 Parkview Arlington Business Park Theale Reading Berks RG7 4SA. "No objection."

TM/15/01567/FL - The Well Springs, Rectory Lane, Ightham, Sevenoaks, Kent, TN15 9AJ. Replacement garage.

Applicant: John Bullock Design, Mr G Sagemo, Tunbridge Wells, Kent TN1 1UL. "No objection."

TM/15/01574/FL – Penfold, Coach Road, Ivy Hatch, Sevenoaks, Kent TN15 0PE. Detached timber shed.

Applicant: Mrs J Poland, Penfold, Coach Road, Ivy Hatch, Sevenoaks, Kent TN15 0PE.  
"No objection."

TM/15/01537/AT - The Ightham Club, Sevenoaks Road, Ightham, Sevenoaks, Kent, TN15 9HA. New fascia signs front and back of building (1 each fascia), to replace existing older signs. Existing lighting to be used on both signs. Rear fascia sign approx. 1,250mm x 1,250mm. Front fascia sign approx. 2,300mm x 800mm. New hanging sign suspended on post at front of building within own grounds. Approx. 700mm x 600mm. New low-key Halogen spotlighting to be directed at sign only on both sides. Lighting to be sited on own building. Applicant: The Ightham Club, Mr Robert Wild, 36 Tudor Drive, Otford, Kent, TN14 5QP. "No objection."

TM/15/01810/TNCA – Copthall, Ismays Road, Ightham, Sevenoaks, Kent, TN15 9BB. T1: Oak- remove dying tree; T2: Sycamore - remove; G3: 3 x conifers. Applicant: Mr Richard Burke, Copthall, Ismays Road, Ightham, Sevenoaks, Kent TN15 9BB. "No objection".

TM/15/01849/TNCA – Charters, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP. 6 x Sycamore - fell because of excessive shading and 2 of the trees have basal decay. Applicant: Mrs Masood, Charters, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP. "No objection."

### **Planning Applications Approved**

TM/15/01351/FL - Kelen Croft, Mill Lane, Ightham, Sevenoaks, Kent, TN15 9BH. 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). Approved on 15 June 2015.

TM/15/01118/FL - Trycewell Oast, Trycewell Lane, Ightham, Sevenoaks, Kent, TN15 9HN. Proposed two storey side extension. Approved on 2 June 2015.

4. MINUTES The Minutes of the meeting held on 19<sup>th</sup> May were approved and signed as a true record of that meeting.

### **5. MATTERS ARISING**

**Kent Highways** – items to be reported: It was reported that High Cross Road will be repaired and have a new surface next year.

HGV Sign Ismays Road – Following a request from a parishioner we requested a "Not Suitable for HGV's" sign to go up at either end of Ismays Road. We had a response from Highways to say that unless there was a crash history in the road, they would be unable to process the request. As there is no crash history we are unable to take this any further. Overgrown verges on side roads to A25 and nettles on pathway along Borough Green Road. Parish Clerk to contact KCC Highways and the landowner. Cllr Cracknell to put a reminder in the Parish Magazine for people to keep vegetation cut back at this time of year.

**Proposed new scout/football building** – Update – We are still waiting for the Quantity Surveyor to give a price for the project. A fundraising committee has discussed various ideas for raising funds for the build.

**School Building Project & Mains Drainage to SKIPS** – Update/ Contractor to empty cess pit – The school building project is progressing well, there is a small hold up due to problems with piling. The designs for the connection to the mains drainage are now complete and we are waiting for a quote. It was agreed that we could ask an alternative contractor, recommended by Cllr Hall, to empty the cess pit.

**Ightham FC Pitch Levelling** - Update – Nothing to report.

**Old Lane Gypsy Site** - Update – Nothing to report.

**Old Lane Clearance** – Get quotes – It was suggested that we ask Andrew Chesson to use his flail to cut back vegetation in Old Lane.

**Oldbury Hill** – BOAT access from Oldbury Lane end – Following a complaint about a wall encroaching a BOAT, KCC are undertaking to do necessary works to return the pathway to a usable byway open to all traffic (BOAT) again.

**Busty Stream** – Update - The Parish Clerk had received correspondence from the Environment Agency to say that the Busty Stream was still classed as an ordinary watercourse and that they didn't have permissive powers over it, that it remained the responsibility of KCC. Cllr Chartres will contact Jo Saunders to confirm what the future plans

are, if any. In the meantime, the Parish Clerk will ask Anthony Edwards to clear the vegetation along the pathway and in the stream.

**Capital Expenditure 2015** – Improvements to the Village Hall & Basement – The basement room is already used as our Record Store and is about to house the “Village Archive”, as agreed at an earlier IPC Meeting.

As the basement office was to be used for storage of the Village Archive, it was proposed by Cllr Chartres that the room be properly insulated and ventilated for this purpose. It was suggested that the basement kitchen and toilet should be removed and turned into storage space.

**Lease for Tennis Club & Lease for The Paddock** – The lease for the Paddock has been agreed and was duly signed and will be returned to Warners. Cllr Willingham reported that the fence in one of the other allotments needed repairing and that it would require access from the Paddock. Parish Clerk to contact the Rugg-Gunn's to see whether we could gain access to undertake the repairs. The deeds for the Tennis Club have not been found and as it will not be possible for the Tennis Club to have a short term lease we will need Warners to obtain declarations and register the land. It was agreed that we do this at the same time as registering other Parish owned land. Cllr Chartres suggested that we check the Land Registry website for information beforehand.

**Play Ground** - Quotes for new equipment & new gate and railings on pathway up to SKIPS and tree work – We have received quotes from Wicksteed and Sovereign for new playground equipment and are awaiting a third quote from SSP. Once received the Park Committee will meet to discuss the best option and will make a recommendation to the Parish Council. It was agreed that we go ahead in the meantime to replace the broken gate with a wooden gate. The cost for the gate, posts and fitting will be around £1,500. One of the trees by the pathway needs to have the canopy raised, Parish Clerk to ask Anthony Edwards. Cllr Edge-McKenna asked whether it would be possible to have railings alongside the steps up to Skips. Everyone thought that this would be a good idea but that the work should not start until the drainage works have been completed. Cllr Willingham will contact Goodlands to arrange a quote.

**Car Park Extension** – Andrew Gilbert has chased up TMBC on our pre-application advice. It was agreed that we should go ahead and ask Andrew to provide a quote for the car park extension and relocation of the small playground and associated fencing.

**Tree work in Recreation Ground and new fencing** – Update - Anthony has done as much tree work as he is able but a few more trees are yet to be removed. Parish Clerk to get 3 quotes and advice from tree surgeons advertising in the Parish Magazine. The Parish Clerk had been in contact with the owner of Tanglewood as the fencing has collapsed where the trees have been removed. It was agreed that the Parish Council would share the cost of a replacement close boarded fence along the boundary.

**Annual Return & Annual Governance Statement.** Sign off Accounts – The Internal Auditor has signed off the accounts with some recommendations for some minor adjustments which have been made. It was agreed that the Parish Council would sign off the accounts and the annual return can be signed by the Chairman and Parish Clerk and returned to the External Auditors. The Parish Council are happy that the accounting procedures have been followed in accordance with the regulations.

**Broadband** – Update – Cllr Cracknell had chased up BT as the cabinet on Tonbridge Road has not yet been commissioned and is not likely to be activated until the end of August at the earliest. We are awaiting a letter from BT to explain the reasons why and then will pursue further. All residents should have received a letter from a resident setting out the position from Gigaclear. It stated that Gigaclear need more funding and commitment from residents before they can install fibre optic cables in Ightham. Parish Clerk to circulate via email.

**Archiving in Village Hall** - It was suggested that we advertise for someone to sort out the papers in the basement and get them properly catalogued. Cllr Cracknell to place and advert in the Parish Magazine. We would pay a small remuneration depending on experience.

**Village Hall Car Park** – Request for fence near to steps – James Reid had suggested that we install a small fence near the top of the steps down to the recycling area as the slope is quite steep. Cllr Willingham will look into and make safe the slope if necessary.

**Ightham History Project** – Alan Ball Local History Awards – Cllr Chartres is proposing to write to Jean Stirk and David Williams, on behalf of Ightham Parish Council, to thank them for their tremendous effort in publishing Ightham at the Crossroads. Ightham Parish Council have the copyright to the book. We can apply on behalf of Ightham Parish Council for the Alan Ball Local History Awards, it was suggested that we do so.

- **CORRESPONDENCE**

**Ightham Court** – English Heritage removal of Historic Park & Garden designation - the grounds of Ightham Court are no longer a historic park or garden but continued to be shown on the English Heritage map as being so, they have recently been removed.

- **FINANCE**

The following accounts are submitted for payment: Propser Cllr Edwards, seconded by Cllr Willingham.

Parish Clerk Salary

£473.44

Jane Haselden – Website

£35.00

Aon – Local Council Insurance Renewal (Paid)

£1,410.49

Robert Lee-Amies – Recreation Ground and War Memorial

£464.00

Developing Country – Work to Gravestones

£40.00

Maggie Williams – Internal Audit

£200.00

Parish Clerk Expenses - Stationery

£12.47

Heart of Kent Hospice- Donation

£100.00

EDF – Electricity – Pavilion

£38.00

**Total**

**£**

**2,773.40**

Financial position at 31 May 2015

Current account: £15,055.52 Deposit account: £189,128.53.

**AOB**

Cllr Cracknell reported that the new Rector, Rev Tim Hatwell had been inducted on 9<sup>th</sup> June. Cllr Chartres will invite him to a Parish meeting. On 28<sup>th</sup> June a strawberry tea will be held in the churchyard from 2-5 for Parishioners to meet Tim.

Cllr Chartres asked Cllr Edge-McKenna for an estimate for the Oaks to go on Fen Pond Road. Cllr Chartres had received a further request from KALC for funding towards the economic feasibility study for new slip road on M25 as a commercial contributor had dropped out and there is a shortfall to enable the study to go ahead. Other Parishes in TMBC that will see the benefits of an additional slip road have increased their contributions and it was decided that we should do the same. It was agreed that we would contribute a further £500.

Cllr Willingham reported that the work on the kitchen would start on Thursday. It was agreed that the invoices would be signed off before the next meeting. As regards new chairs, the Parish Clerk was asked to contact other parishes for recommendations.

Cllr Edge-McKenna asked whether the concrete cylinders in the Recreation Ground were supposed to be used for playing on. It was suggested that they should be removed when the Scout Hut is being built.

Cllr Mitchem reported that the hot water tap in the ladies toilet in the village hall is broken. Cllr Willingham to organise repair.

The meeting closed at 10pm.





**IGHTHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL TO BE HELD**  
**ON TUESDAY 19<sup>th</sup> MAY 2015 AT IGHTHAM VILLAGE HALL AT 7.45pm**

**ANNUAL MEETING**

Present: Cllr John Edwards, Cllr Brierley, Cllr Chartres, Cllr Edge-McKenna, Cllr Hall, Cllr Holden, Cllr Mitchem, Cllr Willingham, The Parish Clerk.  
Apologies: Cllr Cracknell.

The Chairman opened the meeting by congratulating everyone on being elected.

**Election** of Chairman

Cllr Edwards stood down as Chairman and proposed Cllr Chartres as the new Chairman. This was seconded by Cllr Willingham and all Councillors were in agreement.

**Election** of Vice Chairman. Cllr Edwards proposed Cllr Holden as Vice Chairman, all Councillors were in agreement.

**Election** of: Working Groups and Representatives

Playground Working Group - Cllr Mitchem, Cllr Edge-McKenna, Cllr Willingham  
Footpaths – Cllr Edwards  
Ightham Tennis Club – Cllr Holden  
Scouts Representative – Cllr Holden  
Village Hall Representative - Cllr Willingham  
Ightham Primary School - Cllr Chartres  
Tree Warden - Cllr Brierley  
St Peter's Church - Cllr Cracknell

**MONTHLY MEETING**

Present: Cllr John Edwards, Cllr Brierley, Cllr Chartres, Cllr Edge-McKenna, Cllr Hall, Cllr Holden, Cllr Mitchem, Cllr Willingham, The Parish Clerk and 2 members of the public.

Cllr Edwards offered to Chair the monthly meeting as he had opened the meeting with the AGM. Cllr Edwards had been in contact with newly elected Borough Councillor Robin Betts. Cllr Betts and Borough Councillor Martin Coffin are jointly responsible for Ightham, Wrotham and Stansted Ward. It was agreed that Cllr Betts will meet with Cllr Chartres and Cllr Edwards to agree how many meetings to attend. Parish Clerk to email Agenda's, Minutes and meeting schedule. The Parish Clerk was asked to circulate details of the new Borough Councillors.

Cllr Chartres reported that the new MP for Tonbridge & Malling, Tom Tugendhat has agreed to talk at the Annual Parish Meeting in 2016, the date is set for Thursday 28<sup>th</sup> April 2016.

Cllr Chartres gave thanks to Cllr Edwards for everything that had been achieved under his very good leadership. Cllr Edwards said that he was grateful for all the support that he had received from everyone.

- APOLOGIES  
Cllr Cracknell

- DECLARATION OF INTERESTS  
None

- **PLANNING APPLICATIONS**

TM/15/01118/FL Trycewell Oast, Trycewell Lane, Ightham, Sevenoaks, Kent, TN15 9HN. Proposed two storey side extension. Applicant: Mr Chris Hinkin, Trycewell Oast, Trycewell Lane, Ightham, Sevenoaks, Kent, TN15 9HN. Agent: MSD ARCHITECTS Mr Mark Selden, 1 Mount Pleasant, Paddock Wood, Tonbridge, Kent, TN12 6AH. "No objection."

TM/15/01281/TNCA Oldbury Hatch, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DG. Fell 1 Beech, 2 Silver Birch, Scots Pine, growing rear of garage and remove major deadwood from 2 Oaks adjoining main entrance. Applicant: Mrs Julie Brown, Oldbury Hatch, Oldbury Lane, Ightham, Sevenoaks, Kent TN15 9DG. Agent: Tree Craft Ltd, Mr Richard Arnold, 16 Hillside Farm, Rushmore Hill, Knockholt, Kent, TN14 7NL. "No objection."

TM/15/01351/FL Kelen Croft, Mill Lane, Ightham, Sevenoaks, Kent, TN15 9BH. Extension to existing house, enlargement of existing garage, relocation of outdoor swimming pool and widening of driveway access (resubmission of TM/15/0035/FL). "No objection."

TM/15/01233/FL Charters, Tonbridge Road, Ightham, TN15 9AP. Erection of detached garage/workshop. "No objection."

**Planning Applications Approved**

TM/15/00605/FL Four Wents, Coach Road, Ivy Hatch, Sevenoaks, Kent TN15 0NN. Rear single storey extensions with balcony and glass balustrade above; new front porches and front and rear dormers; internal works to create residential annex. Approved on 21 April 2015.

TM/15/00690/TPOC Three Birches, Common Road, Ightham, Sevenoaks, Kent TN15 9DY. T1 Beech - Raise crown and remove branches extending towards neighbouring property. Crown thin and reduce by approximately 15% T2: Leaning Oak -Fell. T3 & T4- Birch- Fell (decaying). Approved on 15 May 2015.

TM/15/00971/FL Old Tiles, Stone Street Road, Ivy Hatch, Sevenoaks, Kent TN15 0PQ. Double garage cut into the slope of the land (revised scheme). Approved on 12 May 2015.

**Planning Applications Refused**

TM/15/00578/FL The Chase, Sandy Lane, Ivy Hatch, Sevenoaks, Kent, TN15 0PB. Removal of a dormer window and erection of a front porch. Refused on 20 April 2015.

TM/15/00579/FL The Chase, Sandy Lane, Ivy Hatch, Sevenoaks, Kent TN15 0PB. Removal of a dormer window and erection of a half-hip roof extension to the front elevation. Refused on 20 April 2015.

4. MINUTES Approval of the meeting held on 21<sup>st</sup> April 2015. Cllr Hall requested that we minuted that there had been a discussion in the last meeting in relation to the legal fees incurred in getting the lease for the Guide Hut signed. Whilst we realise that there would be no possibility that we could recover fees from the Lessee, under the terms of the signed lease we would not have had to incur such expenses. The Minutes were signed as a true record of the meeting.

**5. MATTERS ARISING**

Kent Highways – items to be reported:

Parish Clerk to check that the Copt Hall Road sign has been replaced

Cllr Willingham mentioned that a lot of type 1 had been used to repair collapsed road verges, particularly along Ismays Road. Cllr Chartres is in discussion with Kent Highways about this

Pothole and collapsed drain cover on Bates Hill

The Gulley schedule states no Gulleys on Mote Road which isn't correct

Blocked drain outside The Cottage, Longcroft and Cobbs Close

Drainage issue on Oldbury Lane/Spring Lane

Drainage issue at the entrance to Old Lane from A25

Proposed new scout/football building – Update – Nothing to report

School Building Project & Mains Drainage to SKIPS – Update – We have just had correspondence from the school to say that the Topographical Survey is being carried out for the drainage. Cllr Chartres reported that the building project is on schedule. Cllr Edwards asked to check whether the rent increase for SKIPS would take effect immediately.

Ightham FC Pitch Levelling - Update – Nothing to report.

Old Lane Gypsy Site - Update – Nothing to report.

Busty Stream – Update - The Parish Clerk reported that she had received an email from Jo Saunders, a resident at Nutfields who also works for the Environmental Agency, to be put in contact with Steve Humphrey at TMBC about the enainmentment of the Busty. No further update has been received from Steve Humphrey.

Two members of the public attended this meeting to share their concerns about the reclassification of The Busty. Cllr Chartres reported that it was necessary that the Busty was enainmentment so that the Environmental Agency could take over responsibility for maintaining it and dealing with the potential flood risk that arose from, for example, the culvert. He reported that the reclassification was part of a national program for reclassifying all watercourses and that Ightham Parish Council were merely trying to accelerate and that it had already happened. The residents reported that they were very concerned that the term “river” would cause insurance premiums to increase. Cllr Chartres reported that the classification “river” shouldn’t affect the insurance, that the insurance companies used the flood risk map to assess premiums. He advised that residents put pressure on the Environmental Agency to reassess the actual flood risk specific to their house.

Capital Expenditure 2015 – New tables & kitchen in the village hall – Cllr Willingham has asked to change the chairs in the Village Hall for stackable, padded chairs. He has received a quote for £2,347.80 for 80 chairs and £2,258 for 66 chairs, they are the same that Otford Parish Council have in their village hall. Parish Clerk to check with Otford Parish Clerk whether they are happy with them. Cllr Edge-McKenna asked whether we could consider buying a freezer for the new kitchen. It was agreed that we should spend money on the village hall to make it as attractive as possible to hire out for functions. Cllr Willingham also reported that he was getting quotes for it to be redecorated.

Lease for Tennis Club & Lease for The Paddock – The lease for the Tennis Club has been revised but we are missing the Deeds, Parish Clerk to check the village hall archives before contacting the Solicitor. The lease for the allotment is being reviewed by the Rugg-Gunns’ solicitor.

Play Ground & Quotes for new Equipment – The repairs to the playground have now been completed. Cllr Edge-McKenna reported that the spring on the see-saw had broken again and Cllr Brierley reported that the latch on the gate was broken. The Parish Council had also received an email from a parent whose child had been injured by the same gate. It was agreed that we should replace the gate. The Parish Clerk has set up 2 meetings with suppliers of playground equipment on 28 May and 2 June.

Local Elections 2015 – Acceptance of Office and Declaration of Interest, Expenses Returns – The Parish Clerk circulated and collected the forms to be returned to the Returning officer.

New Fence in Recreation Ground – This has now been completed and the invoice received.

Car Park Extension – We are waiting to hear back from Latitude about the pre-planning application for the extension to the car park. It was agreed that we definitely needed the extra spaces. Cllr Edge-McKenna asked whether it would be possible to have line markings for the car park and whether we could consider an alternative surface. Cllr Chartres suggested that we should rake the gravel regularly to maintain the surface and would contact the Parish Clerk with suggested contractors.

Tree work in Recreation Ground – Anthony Edwards has started the work to the Trees alongside the Tennis Courts. Some of the trees are proving difficult to take down and it was agreed that we would review the situation once he has got as far as he could with the work.

Annual Return – The accounts are currently with Maggie Williams and will be returned in time to sign them off at the next Parish Council meeting.

Parish Clerk Salary – It was agreed that the Parish Clerks salary would increase to the next spinal point which is SCP 23 and £10.84 an hour. The Parish Council is currently being registered with HMRC.

Broadband – Update – Cllr Hall has written to Gigaclear to ask when they will be installing fibre in Ightham. No further update from BT.

Damaged fencing at Allotment – Mrs Davies had asked the Parish Clerk who would be responsible for a damaged fence in their allotment. Cllr Willingham will call her to discuss the

repair.

Churchyard – Cremated remains – Someone has now been employed to look after the cremated remains at St Peters. We have a budget of £500 per year allocated for this.

- **CORRESPONDENCE**

Renewal of Insurance Policy – We have received a quote for the coming year for £1850. The Parish Clerk was asked to check the policy and call Aon for a more competitive quote. It was agreed that we would renew based on the best price for the same cover by 1<sup>st</sup> June.

Damage to Car in Nutfields – Cllr Hall reported that he had been informed of some criminal damage to a car parked in Nutfields. It was agreed that this was a matter for the Police and Neighbourhood Watch.

Thank you letters from West Kent Mediation & The Samaritans – Thank you letters have been received following our recent donations.

Pilot Local Warden Support Officer Scheme – We have received details from KALC about a voluntary warden scheme and Borough Green have asked whether we would like to pool resources. It was decided that it would not be of benefit to Ightham to have such a scheme due to the limited number of hours that it would involve and the areas that the warden would have to cover to make it worthwhile, given the low level of crime in the area.

Electoral Review – It was agreed that our comments on should be that we are happy with the Electoral System as it is.

Diversion of Footpath Cricketts Farm – We have received details of the diverted footpath at Cricketts Farm. This is an improvement on the current footpath.

KALC – Request for further donation towards economic study for East facing slips – It was decided that we wouldn't contribute any more money and that KALC should pursue those Parishes that hadn't contributed.

Request from Heart of Kent Hospice for Donation – It was agreed that we would donate £100.

- **FINANCE**

The following accounts were submitted for payment: Proposed by Cllr Hall, Seconded by Cllr Willingham.

Parish Clerk Salary & Expenses (Inc Set up HMRC, drinks APM, Insurance)

£630.85

Jane Haselden – Website

£35.00

Donation – Ightham Scouts – Music Festival Set up Costs

£60.00

Donation – Ightham Primary School – School Building Project

£10,000.00

Warners – Legal Fees

£3,000.00

Robert Lee-Amies – Work at the Recreation Ground and Village Hall

£376.00

Ightham Village Hall – Hire Charges

£270.00

Aon – Local Council Insurance Renewal

£1,836.62\*

Anthony Edwards – Maintenance to Parish Council

£306.40

Anthony Edwards – Maintenance to Churchyard

£409.25

Playsafe Playgrounds – Repairs in recreation ground

£10,731.60

Ron Williams – Replacement post and rail fence in recreation ground

£1,705.03

**Total**

**£29,360.75**

**\*cheque not raised, pending new quote**

**Income**

TMBC Council Tax Grant First Installment

£999.50

TMBC Parish Funding

£2,836.00

TMBC Grant

£1,200.00

**Total**

**£5,035.55**

Financial position at 30 April 2015

Current account: £11,259.61 Deposit account: £215,084.21.

- ANY OTHER BUSINESS

Cllr Chartres reported that TMBC didn't have funds to do the iron work painting at the village hall and asked Cllr Willingham to get quotes.

The Parish Clerk asked whether Cllr Holden would present the Scouts with their award at the Scout AGM. Parish Clerk to forward details.

- PUBLIC

See above

The meeting closed at 10.10pm

**IGHTHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD**  
**ON TUESDAY 21st APRIL 2015 AT IGHTHAM VILLAGE HALL AT 7.45pm**

Present: Cllr John Edwards, Cllr Brierley, Cllr Chartres, Cllr Cracknell, Cllr Edge McKenna, Cllr Hall, Cllr Holden, Cllr Mitchem, The Parish Clerk and 2 members of the Public.

Gill Averill talked about the Open Gardens Event on 5<sup>th</sup> July, which will raise money for Hospice in the Weald. The Village Hall has been booked as a meeting point and to serve refreshments. Hospice in the Weald cover the Liability Insurance and printing of the booklets. Six gardens in Ightham will be opened and it will cost £5 to visit them. Gill asked whether there would be anyone available to help with refreshments and tickets in the Village Hall.

- APOLOGIES

None

- DECLARATION OF INTERESTS

None

- PLANNING APPLICATIONS

**TM/15/00605/FL** Four Wents, High Cross Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NN. Rear extension, loft conversion with dormers and new porches. "No objection."

**TM/15/00690/TPOC** Three Birches, Common Road Ightham Sevenoaks Kent TN15 9DY. T1: Reduce crown by 30%, T2: Leaning Oak –Fell, T3 & T4- Birch- Fell (decaying). Applicant: Mr Mark Bolton. "No objection providing Liz Guthrie is content."

**TM/15/01085/TNCA** High Clere, Bates Hill, Ightham, Sevenoaks, Kent, TN15 9HB. Remove various trees as listed to improve light and space around property and allow more re-landscaping works. Applicant: Mr Richard Badley. "No objection providing Liz Guthrie is content."

**TM/15/01152/TNCA** Ightham Warren, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP. T1 and T2: Limes - fell (decay at base and signs for Phytophthora), replant with small leaved Limes. Applicant: Mr Ian Sturgess. "No objection providing Liz Guthrie is content."

**TN/15/00971/FL** Old Tiles, Stone Street Road, Ivy Hatch, Sevenoaks, Kent, TN15 0PQ. Double garage cut into slope of the land (revised scheme). Applicant: Mr Lee Watson. "No objection."

**TN/15/00941/RD** Old Orchard, Jubilee Crescent, Ightham, Sevenoaks, TN15 9AE. Details of materials pursuant to condition 2 of planning permission TM/13/03448/FL (demolition of existing garage and construction of new garage). "No objection."

**Planning Applications Approved**

**TM/15/00243/FL** Tanglewood, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 9AD. Erection of triple bay car-barn and part demolition and making good of existing stable block. Approved on 23 March 2015.

**TM/15/00437/TNCA** Charters, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP. Poplars x 4 - pollard, reduce by 50%. No Objection on 24 March 2015.

**TM/15/00233/FL** Shirley 11 Spring Lane Ightham Sevenoaks Kent TN15 9DN. Removal of conservatory and construct single storey rear/side extension. Approved on 30 March 2015.

**TM/15/00941/RD** Old Orchard, Jubilee Crescent, Ightham, Sevenoaks, Kent TN15 9AE. Details of materials pursuant to condition 2 of planning permission TM/13/03448/FL (Demolition of existing garage and construction of new garage). Applicant: Mr L Sinclair Old Orchard Jubilee Crescent Ightham Sevenoaks Kent TN15 9AE.

**TM/15/00971/FL** Old Tiles, Stone Street Road Ivy Hatch, Sevenoaks, Kent TN15 0PQ. Double garage cut into the slope of the land (revised scheme). Applicant: Mr Lee Watson, Old Tiles, Stone Street Road, Ivy Hatch Sevenoaks, Kent, TN15 0PQ.

**TM/15/00244/FL** – Tanglewood, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 9AD. Provision of new swimming pool and detached ancillary domestic outbuilding including an underground basement to provide changing rooms, home office, games room/summer house, gym, sauna, steam room and plant room for swimming pool; demolition of the existing pool house. Approved on 17 April 2015.

**TM/15/00526/FL** - Pump House, Coach Road, Ivy Hatch, Sevenoaks, Kent TN15 0PE. Single and first floor extensions to rear. Approved on 14 April 2015.

**TM/15/00764/CR3** - Ightham County Primary School, Oldbury Lane, Ightham, Sevenoaks, Kent TN15 9DD. Details of materials pursuant to condition 3 of planning permission TM/14/03658/CR3 (County Regulation 3 Consultation: The demolition of existing mobile classroom and the erection of a two storey pitched roof extension comprising of two no. classrooms, WC facilities and storage (KCC ref: KCC/TM/0341/2014). Approved on 14 April 2015.

4. MINUTES The Minutes of the meeting held on 17th March 2015 were approved and signed as a true record of that meeting.

#### 5. MATTERS ARISING

Kent Highways – items to be reported:

Kent Highways have met with SEHAUC to present the idea of some form of protocol between utility companies and Highways in the event of another sink hole occurring to ensure that repairs are carried out more swiftly. Cllr Chartres will meet with Alan Casson, Resurfacing Manager at KCC to discuss solutions going forward. Resurfacing of roads in Ivy Hatch will happen in 2016.

Signage has still not been collected.

Cllr Willingham to ask James Hayward to make good damage on triangle at the end of High Cross Road.

Pothole outside Rosewood

Lease for Guide Hut - Update – The Council are very pleased that the lease has now been signed and congratulated the Parish Clerk on pursuing. A side letter was issued in respect of the Buildings Insurance, which the Parish Council has agreed to pay.

Proposed new scout/football building – Update – Nothing to report.

School Building Project & Mains Drainage to SKIPS – Update – Work has started and demolition of the building is due to start on 23<sup>rd</sup> April. The Contractors are Charlier and it has been agreed that they can carry out the work to connect the sewer at SKIPS to the mains drainage in August during the school holidays. We have received a quote for a proposal for a design for £1,200 plus VAT from Knapp Hicks and Partners and it was agreed that we should go ahead. Parish Clerk to write to instruct the design work to go ahead and use the Community Enhancement Funding towards the cost. The school are using the Scout Hut as a temporary building and the Parish Clerk was asked to organise more frequent emptying of the Cess Pit. Cleansing Services Group emptied it at the beginning of April and we will ask them to empty it again over the May half term.

Ightham FC Pitch Levelling - Update – Nothing to report.

Old Lane Gypsy Site - Update – The appeal went to the Secretary of State in July last year but he revoked his direction and the appeal has now been placed back with the Planning Inspectorate. A decision is not expected before the general election.

Busty Stream – Update - Cllr Mitchem reported that a resident had concerns about the status of the Busty Stream impacting Insurance. Cllr Chartres explained that the status should not affect the Insurance premiums and that it would be in the interests of residents to have the Busty classified as a river as the Environmental Agency would take over responsibility for it.



Parish Clerk to chase up Steve Humphrey to find out progress.

Annual Review and Risk Assessment - Registration with HMRC, Annual Governance Statement – The Annual Review and Risk Assessment have been carried out and the Parish Council are happy with the procedures that are currently in place. As part of the review, the Parish needs to be set up as an entity so that it can be registered with HMRC. The Parish Clerk had received a quote from an agent at All Polished Ltd to set us up and do the annual returns for an initial fee of £50 and annual fee of £100. It was agreed that we should go ahead. It was decided that the Parish would continue to make payments by cheque rather than BACS as it is an additional measure of security.

Resolution to remove Bernadette Gillow as Signatory – It was resolved that Cllr Gillow be removed a signatory as she has resigned from the Parish Council. A form was duly completed to send to Nat West.

Capital Expenditure 2015 – New tables in the Village Hall – Cllr Cracknell had passed a brochure to the Parish Clerk with tables and chairs, this was passed to Cllr Willingham with a view to ordering some smaller tables and stacking chairs.

Lease for Tennis Club & Lease for The Paddock – Final drafts have been passed to Brenda Holden of the Tennis Club and Dr Rugg-Gunn respectively, for approval.

Repairs to the Play Ground & Quotes for new Equipment – We are still waiting for a start date for the repairs. Parish Clerk to chase up. The Parish Clerk has asked TMBC whether we would require planning permission to extend the larger play area. Cllr Edge-McKenna reported that there had been an accident in the park where a boy ran into the gate. Parish Clerk to ask other Clerks where they sourced their play equipment.

Local Elections 2015 – Cllr Edwards reported that there would be no election as no new candidates came forward and all Councillors reapplied for their position. The Village Hall is being used for the General Election. We will invite the new Borough Councillor once elected. Cllr Edwards congratulated everyone on their reappointment.

Annual Parish Meeting – Arrangements – 30<sup>th</sup> April 2015 at 7.30pm. Parish Clerk to collect glasses and buy soft drinks. Paul Hicks will be speaking on Housing Needs. Speakers from local organisations have been invited along with Valerie Dagger.

New Fence in Recreation Ground – Quotes received - £1,400 for a post and rail and £720 for chestnut paling fence. It was agreed that post and rail with wire netting would be more robust. Broadband – Update – Cllr Hall reported that he had heard that Gigaclear were no longer installing fibre optic cabling in Ightham. Cllr Cracknell suggested that we maintain pressure on BT.

Pathway from SKIPS to the Recreation Ground – The Parish Clerk confirmed that this was not a Public Right of Way, merely an access route.

Trees on Fen Pond Road – Cllr Edge McKenna reported that she had a quote for 4 upright Oaks to be planted outside the new houses on Fen Pond Road for £220 each. They are 3.5-4 meters tall. It was agreed that we should leave the planting until the autumn.

- **CORRESPONDENCE**

Annual Audit – The forms have been received and the Parish Clerk will prepare the papers to go to the Internal Auditor.

Drainage/Gully Clearing – Timetable 2015 – Parish Clerk to circulate to Councillors.

Voluntary Warden Scheme – Request from Borough Green to partner with Borough Green, Platt and Wrotham – Parish Clerk to find out what it involves.

Low Level Noise Stone Street Road – Article in Chronicle- The Parish Clerk had received a call from a Borough Green resident who had read an article in the Chronicle about a resident in Stone Street who had reported hearing a low level noise. None of the Councillors were aware of this.

Request from James Reid to contribute towards Liability Insurance for Music Festival – It was agreed by a majority show of hands that we should contribute £60 towards the cost of the insurance.

Economic Regeneration Strategy for TMBC – Request for Comments – Parish Clerk to circulate the document but the Parish have no comments to make.

Request to become a member of Action with Communities in Rural Kent – Annual Fee £35 – It was not thought that this would be beneficial to us

- **FINANCE**

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

Parish Clerk Salary & Expenses	
£412.00	
Jane Haselden – Website	
£35.00	
Donation Samaritans	
£100.00	
Donation West Kent Mediation	
£50.00	
JM Godsall – Repair of Scout Hut Roof	
£1,500.00	
Annual Subscription to KALC	
£814.99	
Annual Subscription JPCTCG	
£50.00	
KCPFA	£20.00
Easily – Web Name Host	
£29.99	
Cleansing Service Group – Cess Pit Empty 08/04/15	
£190.00	
JH Gardening Services – Parish Verges and work on Ismays Road and Recreation Ground	
£370.00	
<b>Total</b>	
<b>£3571.98</b>	

#### Income

TMBC Precept	
£47,892.00	
Fonseca – Allotment Rental	
£200.00	
SKIPS Rent	
£125.00	

**Total**  
**£48,217.00**

Financial position at 31 March 2015  
Current account: £8,541.60 Deposit account: £219,068.91

#### • ANY OTHER BUSINESS

Cllr Willingham had a meeting with contractors for a new kitchen in the Village Hall. A quote for the new kitchen units from Howdens is £5,630 plus VAT and for a new dishwasher, oven and warmer £4,792 plus VAT. He is still waiting for a quote from the electrician but imagines that the overall cost will be in the region of £12,000. It was decided that we should go ahead and Parish Clerk will need to confirm in writing.

Cllr Willingham reported that the owner of Selected Plants was burning plastic but had mentioned it to Contractors on site so hopefully it won't happen again.

Cllr Holden had attended the St George's Parade with the Scouts at Aylesford Friary.

Cllr Chartres requested whether the school could have the next donation toward the building project. It was agreed that £10,000 would be donated.

Cllr Brierley reported that a Sycamore had been taken down on Oldbury Lane and was concerned that it had no planning permission as she thought it fell within the conservation area. Cllr Chartres to investigate. Cllr Brierley also reported that the tree was ready to plant in Jubilee Crescent but it was decided that we should wait until the Autumn.

The Parish Clerk reported that she had been in contact with the owners of Tanglewood to discuss fencing and will be in contact again once the trees have been cut down in the recreation ground.

The meeting closed at 10.05pm.

**IGHTHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL ON TUESDAY 17<sup>th</sup> MARCH 2015**  
**AT IGHTHAM VILLAGE HALL AT 7.45pm**

Present: Cllr John Edwards, Cllr Brierley, Cllr Chartres, Cllr Cracknell, Cllr Edge-McKenna, Cllr Hall, Cllr Holden, Cllr Mitchem, Cllr Willingham, The Parish Clerk and 1 member of Public.

- APOLOGIES

None

- DECLARATION OF INTERESTS

None

- PLANNING APPLICATIONS

**TM/15/00437/TNCA** Charters, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP. Poplars x 4 - pollard, reduce by 50%. Applicant: Mrs Masood Charters Tonbridge Road Ightham Sevenoaks Kent TN15 9AP. Agent: Marshall's Tree Services Mr Graham Marshall 25 Friezland Road Tunbridge Wells Kent TN4 8LJ. "No objection providing Liz Guthrie is content."

**TM/15/00526/FL** Pump House, Coach Road, Ivy Hatch, Sevenoaks, Kent, TN15 0PE. Single and two storey extension to rear. Mr & Mrs H Jenkins c/o Sonnex Surveying Ltd. "No objection."

**TM/15/00578/FL & TM/15/00579/FL** The Chase, Sandy Lane, Ivy Hatch, Sevenoaks, Kent TN15 0PB. Removal of a dormer window and erection of a front porch. Erection of a half hip roof extension to the front elevation. Applicant: Mr & Mrs C Read. "We now feel that this site has been seriously overdeveloped."

**TM/15/00764/CR3** Ightham County Primary School, Oldbury Lane, Ightham, Sevenoaks, Kent TN15 9DD. Details of materials pursuant to condition 3 of planning permission TM/14/03658/CR3 (County Regulation 3 Consultation: The demolition of existing mobile classroom and the erection of a two storey pitched roof extension comprising of two no. classrooms, WC facilities and storage (KCC ref: KCC/TM/0341/2014). "No objection."

**Planning Applications Approved**

**TM/15/00103/FL** Clock House, Stone Street Road, Ivy Hatch, Sevenoaks, Kent, TN15 0PQ. Front porch.  
Approved on 3 March 2015.

**TM/15/00137/FL** Stone Acre, Copt Hall Road, Ightham, Sevenoaks, Kent, TN15 9DT. Proposed demolition of chalet bungalow and detached double garage and the construction of a two storey house with detached double garage.  
Approved on 4 March 2015.

**TM/15/00104/FL** Little Calumet, Sandy Lane, Ivy Hatch, Sevenoaks, Kent, TN15 0PD. First floor side extension with minstrel gallery and extended terrace - providing a family area of a kitchen space, dining and lounge area with (minstrel) reading room. Approved on 10 March 2015.

**Planning Applications Refused**

**TM/15/00035/FL** Kelen Croft Mill Lane Ightham Sevenoaks Kent TN15 9BH. Two storey rear and side extension to existing house, two roof dormers in the rear facing roof slope, enlargement of existing garage, relocation of outdoor swimming pool and widening of existing driveway access. Refused on 9 March 2015.

4. MINUTES Approval. The Minutes of the meeting held on 17th February 2015 were approved and signed as a true record of the meeting.

#### 5. MATTERS ARISING

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

**A227 Tonbridge Road Update** – Due to reopen on 20<sup>th</sup> March. Ismays Road, High Cross Road and Coach Road and other diversionary routes have been damaged and need serious repair work. Parishioners should be encouraged to write to Kent Highways to complain about any damage to the roads and to driveways.

**Sevenoaks Junction** – Parish Clerk to file a complaint about lack of action in repairing the bollards. Also to chase up repairs to damaged signage throughout the village.

**Lease for Guide Hut** - Update – A legal technicality regarding the land has been flagged up by both parties' solicitors. The lease has now been agreed and the Parish Clerk will organise signing once the issue is resolved.

**Proposed new scout/football building** – Update – Nothing to report.

**School Building Project** – Update – Cllr Chartres is meeting with Mr Sherhod to discuss the project later this week.

**Ightham FC Pitch Levelling** - Update – Jamie Hitchcock from the Football Club was at the meeting and reported that the Football Club would be willing to carry out a ground survey to see how much it would cost to level the pitch. He also asked whether the Parish Council had any objection to the goal mouths being filled as they have been worn away. They will then need to reseeded and fenced off. They will deal with any weed clearance at the same time. The Parish Council agreed to the work being carried out. Jamie Hitchcock to send details of costings to the Parish Clerk.

**Old Lane Gypsy Site** - Update – Nothing to report.

**Update Salt Bin outside Village Hall** – This has now been built and will be stored at the Willinghams' building yard until next Autumn.

**Busty Stream** – Update – Resident query regarding status- A resident reported that they had had an issue with their Insurers as the reclassification of the Busty Stream as a river would technically put it into a higher flood risk area, resulting in very high Insurance Premiums. Parish Clerk to ask Steve Humphrey about progress on the reclassification.

**Community Enhancement Fund** - Funding towards Mains Drainage – The Parish Clerk has asked whether we can defer the claim for the grant until the Contractors start at the school. This has been agreed in principle.

**Annual Review and Risk Assessment** - Nothing further to add.

**Capital Expenditure 2015** – Bike Racks & Extension to Car Park– TMBC have said that they would have no objection to us installing a bike rack at the Village Hall Car Park. Cllr Willingham reported that the green railings are also bike racks. It was agreed that we could add some bike racks to the Recreation Ground Car Park when it is extended. The Parish Clerk had been in contact with Andrew Gilbert about extending the Car Park in the Recreation Ground. There are 2 options: to increase the car park along the inside of the railings and relocate the smaller play area or to push the car park back into the recreation ground. Each option would give us another 24 spaces. It was agreed that the first option would be preferable as we were thinking of upgrading the smaller play area and could put the new equipment into the relocated section. Parish Clerk to ask Andrew to send in for pre-application advice.

**Lease for Tennis Club & Lease for The Paddock** – Parish Clerk to notify Warners of new Trustees for the Tennis Club. We are waiting for a response on the draft lease for the Paddock.

**Trees alongside Tennis Courts** – Removal and coppicing – We have had a request for the trees alongside the Tennis Courts to be cut down as the leaves are damaging the surface of the Courts. The Parish Clerk contacted Liz Guthrie at TMBC and she had no objection and we are not required to apply for Planning Permission. We have received a quote from Anthony Edwards and it was agreed that the work should go ahead once we notified the owners of Tanglewood. The fencing alongside the boundary with Tanglewood is very damaged and it was agreed that we would look at replacing it or planting hedges once the trees have come down.

**Repairs to the Play Ground & Quotes for new Equipment** –Repairs are due to be carried out w/c 30<sup>th</sup> March and we will also be discussing new options for equipment with the Contractors.

**Local Elections 2015** – Some Councillors have already applied for their application forms. Deadline for completed forms is 9 April.

**Annual Parish Meeting - Arrangements** – 30<sup>th</sup> April at 7.30pm. Paul Hicks from Circle Housing will be doing a presentation. Parish Clerk to invite Clubs and Societies. Parish Clerk to arrange glass hire. Cllr Cracknell to put advert in Parish Magazine.

**JPCTCG Meeting** – The Parish Clerk reported that there would be a JPCTCG Meeting on Thursday 18<sup>th</sup> March where Steve Humphrey would be the main speaker. All members are invited.

**Request for Donation from West Kent Mediation** – It was agreed that we would donate £50 to West Kent Mediation. **Request for Donation from The Samaritans** – It was agreed that we would donate £100 to The Samaritans.

**Broadband – Update** – Cllr Cracknell had been in contact with BT and had received an email to say that Caninet 11 on Tonbridge Road would be commissioned in May 2015. This will mean that residents in Back Lane, Ismays Road and Ivy Hatch will be able to have Superfast Broadband.

- **CORRESPONDENCE**

**NALC Star Councils Award Scheme** – Cllr Edwards proposed that the Parish Clerk should be nominated, Cllr Mitchem took the nomination forms.

**Churchyard – Maintenance of Stones** – We have received a request from the Church to employ someone to look after the Cremated Remains Stones. It was agreed that we should advertise for someone to come and do this for a few hours each month for a small remuneration. Cracknell to put an advert in the Parish Magazine.

**Annual Audit & Appointment of Internal Auditor** – We have received the Annual Return and have not been selected for an Intermediate Audit. It was resolved that we would ask Maggie Williams to carry out the Internal Audit for a fee of £200.

- **FINANCE**

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

Parish Clerk Salary & Expenses

£479.08

Jane Haselden – Website

£35.00

Robert Lee-Amies

£528.00

KALC – Planning Conference & Workshop

£72.00

EDF – Electricity at Pavilion

£47.58

South East Water – Water Bill

£16.47

Ground & Environmental Services Ltd

£2,670.00

**Total**

**£3,848.13**

Financial position at 28 February 2015

Current account: £12,509.73 (tbc) Deposit account: £171,176.91

- **ANY OTHER BUSINESS**

Cllr Brierley asked whether the pathway from Oldbury Lane to SKIPS into the Recreation Ground was a Public Right of Way. Parish Clerk to establish the classification of the pathway. It was suggested that we register all areas of Unregistered land including the triangle at Ivy Hatch, the War Memorial and land surrounding SKIPS.

Cllr Brierley will plant the tree in Jubilee Crescent rather than the Car Park.

Cllr Chartres reported that he had had a meeting with Circle Housing and that they have agreed to us planting some Oaks outside the new houses in Fen Pond Road.

Cllr Cracknell reported that the new Rector would be installed on 9<sup>th</sup> June. He will be invited to attend a Parish Meeting once he has settled in.

Cllr Edge-McKenna has received a request from James Reid for the Music Festival to go ahead behind the Village Hall on 6<sup>th</sup> June. Parish Clerk to check Public Liability insurance and with TMBC.

Parish Clerk to chase up TMBC to repaint the Height Restriction Barrier.

9. PUBLIC

Sarah Huseyin  
Parish Clerk  
March 2015  
IGHTHAM PARISH COUNCIL  
2/15

**IGHTHAM PARISH COUNCIL  
MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD  
ON TUESDAY 17<sup>th</sup> FEBRUARY 2015 AT IGHTHAM VILLAGE HALL AT 7.45pm**

**Present:** Cllr John Edwards, Cllr Brierley, Cllr Chartres, Cllr Cracknell, Cllr Willingham, The Parish Clerk and one member of the public.

**1. APOLOGIES**

Cllr Hall, Cllr Holden, Cllr Edge McKenna, Cllr Mitchem

**2. DECLARATION OF INTERESTS**

None

**3. PLANNING APPLICATIONS**

TM/15/00035/FL - Kelen Croft, Mill Lane, Ightham, Sevenoaks, Kent TN15 9BH. Two storey rear and side extension to existing house, enlargement of existing garage and widening of existing driveway access. Applicant: Mr Nick Pointon, Kelen Croft, Mill Lane, Ightham, Sevenoaks, Kent TN15 9BH. "No objection."

TM/15/00104/FL Little Calumet, Sandy Lane, Ivy Hatch, Sevenoaks, Kent, TN15 0PD. First floor side extension with minstrel gallery and extended terrace - providing a family area of a kitchen space, dining and lounge area with (minstrel) reading room. Applicant: Mr Andrew Rowell, Little Calumet, Sandy Lane, Ivy Hatch, Sevenoaks, Kent, TN15 0PD. "No objection."

TM/15/00103/FL Clock House, Stone Street Road, Ivy Hatch, Sevenoaks, Kent, TN15 0PQ. Front porch

Applicant: Mr Kees Kempenaar, 88 Mount Ephraim, Tunbridge Wells, Kent TN4 8BS. "No objection."

TM/15/00130/LB/TM/15/00129/FL Fir Tree House, Ismays Road, Ivy Hatch, Ightham, Kent, TN15 0NX. Listed Building Application: Proposed alterations and extension of listed dwelling including demolition of existing extension and existing garages and sun room. Applicant: Mr Mark Parker, Valley House, Shipbourne Road, Shipbourne, Kent TN11 9HU. "While we would have no objection in principle to an extension, we would prefer a reduction in the very large area of glazing visible alongside the 18<sup>th</sup> Century SW Elevation. The building has survived for circa 300 years and the present proposal is out of proportion and inappropriate in design. Although not visible from the road at present, any work to the boundary hedge would make it visible. We would be interested to see the views of the Conservation Officer."

TM/15/00137/FL Stone Acre, Copt Hall Road, Ightham, Sevenoaks, Kent, TN15 9DT.

Proposed demolition of chalet bungalow and detached double garage and the construction of a two storey house with detached double garage.

Applicant: Glynn Jones, Stone Acre, Copt Hall Road, Ightham, Sevenoaks Kent TN15 9DT. "No objection."

TM/15/00244/FL Tanglewood, Sevenoaks Road Ightham Sevenoaks Kent TN15 9AD.

Provision of new swimming pool and detached ancillary domestic outbuilding including an underground basement to provide changing rooms, home office, games room/summer house, gym, sauna, steam room and plant room for swimming pool. Applicant: Mr & Mrs J Sobrany. "No objection."

TM/15/00243/FL Tanglewood, Sevenoaks Road Ightham Sevenoaks Kent TN15 9AD.  
Erection of triple bay car port. "No objection."

TM/15/00389/TNCA Lime Tree Cottage, Stone Street Road, Ivy Hatch, Sevenoaks, Kent,  
TN15 0PQ. Remove dying ash tree. "No objection."

TM/15/00233/FL Shirley, Spring Lane, Ightham, TN15 9DN. Removal of conservatory and  
construction of single storey extension. "No objection."

#### **Planning Applications Approved**

TM/14/03507/FL - Selected Plants Nursery, Ismays Road, Ivy Hatch, Sevenoaks, Kent.  
Demolition and replacement of existing dry storage shed. Approved on 23 January 2015.

TM/14/02680/TPOC 16 Nutfields Ightham Sevenoaks Kent TN15 9EA. 2 x Silver birch, 1 x  
Oak, 2 x Hazel, 1 x Chestnut, 1 x Oak - trim back overhang and remove line of conifers.  
Approved on 12 February 2015.

#### **Planning Applications Withdrawn**

TM/14/03506/FL The Laurels, Ismays Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NY.  
Proposed garage attached to existing house/ nursery manager's office. Application Withdrawn  
on 29 January 2015.

#### **Planning**

Cllr Willingham had heard from a Parishioner that St Clere Estate were planning on  
developing the farm at Heverham to include some Industrial Units and Affordable Housing that  
would be available for rent. It would appear that one of the access points would be via Fen  
Pond Road. The Parish Council would be unhappy about the extra traffic in our Village and the  
Parish Clerk was asked to register our objection.

**4.MINUTES** The Minutes of the meeting held on 20th January 2015 were approved and  
signed as a true record of that meeting.

#### **5. MATTERS ARISING**

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

**A227 Tonbridge Road Update** – Highways are looking into further issues that have occurred  
as a result of the road collapse and there is no date set for the completion of the works. Cllr  
Chartres is in contact with Kent Highways about the level of signage and will continue to put  
pressure on them to ensure that it is adequate. The Parish Clerk was asked to report all  
potholes, erosion of roadsides and damage to verges that have occurred in High Cross Road,  
Sandy Lane and Ismays Road, as a result of the increased traffic.

**Sevenoaks Junction** – The Parish Clerk reported the untidy state of Sevenoaks Road  
junction and the unlit and missing bollards and signage. This will be rereported to Kent  
Highways. The Parish Clerk was asked to write letters to various residents about overgrown  
hedges.

**TMBC Enforcement Action** no. 2 Common Road – We have received a complaint about the  
untidy state of No. 2 Common Road, which had been referred to the TMBC Enforcement  
Team. This has now been cleared up.

**Lease for Guide Hut** - Update – Warners have drafted a firm letter to Gullands with some  
suggested dates for us to meet with Mrs Chesson to sign the lease so that we can start  
charging the market rent. The Parish Council have a duty to our Parishioners to charge an  
economic rent and not to subsidise a commercial operation.

**Proposed new scout/football building** – Update – Nothing to report.

**School Building Project** – Update – Cllr Chartres reported that there had been a good  
response to the "Buy a Brick" initiative organised by the School PSA and that significant funds  
had been raised for the building project. Works are due to start at the end of March 2015 and  
are due to be completed by the end of September 2015. The school are intending to use the  
Village Hall for 3 days a week during the building project. Cllr Willingham will meet with Mr  
Sherhod after the holidays to discuss the arrangements.

**Ightham FC Pitch Levelling** - Update – Nothing to report.

**Old Lane Gypsy Site & Ongoing Maintenance Old Lane** – Correspondence had been

received from Kent Highways to say that Old Lane is recorded as a publicly maintainable highway, number 40600767. The Parish Clerk had asked Anthony Edwards to clear debris after some trees had fallen.

**Update Salt Bin outside Village Hall** – Nothing to report.

**Busty Stream** – Update – Anthony Edwards has been asked to check and clear the Busty Stream as part of his routine maintenance to the Village and had reported that some hedge cuttings had been thrown into the Stream.

**Community Enhancement Fund** - Funding towards Mains Drainage – We have received some funding from the Community Enhancement Fund which we will use towards the cost of connecting SKIPS to the mains drainage. The deadline for claiming the fund is April 2015. The Parish Clerk was asked to find out whether we can delay our claim for a couple of months as we need to wait for building work to start at the school. The proposal is that the Contractors can do it at the same time as the school drainage works to save on cost.

**Finance Regulations, Annual Review and Risk Assessment** - It was resolved that we adopt the new and amended Financial Regulations. These will be posted onto our website. The Parish Clerk has drafted the Annual Review and Risk Assessment which were circulated before the meeting to all Councillors for review. It was resolved that the Parish Council were happy with the Review and Risk Assessment and that these would be passed to our Internal Auditor when we carry out the Annual Audit. These forms should be used going forward and can be updated and amended as and when necessary.

**Capital Expenditure 2015** – It was agreed that we would like to increase the size of the Car Park in the Recreation Ground to include an extra 25 spaces. Parish Clerk to email Andrew Gilbert to get an idea of cost and design.

It was also suggested that we invest in the Village Hall. Improvements are already planned for the kitchen to include a new sink, worktops and an industrial dishwasher. It was suggested that we should also include a commercial oven and to allow for redecoration. It was also suggested that we improve the Committee Room downstairs, replace the metal chairs with modern stacking system of chairs on a trolley and consider installing an audio system. All of the improvements would contribute towards making the Village Hall an attractive venue for local residents to hire. Cllr Willingham to investigate costings. Cllr Willingham reported that a new Secretary and possible new Treasurer had been found. The Parish Clerk was asked to check with TMBC whether a bicycle rack could be installed in the Village Hall Car Park.

**Lease for Tennis Club & Lease for The Paddock** – These are currently with our Solicitor.

**Trees along side Tennis Courts** – Colin Mitcham had met with Anthony Edwards at the Tennis Courts to discuss whether trees could be reduced/taken down alongside the Tennis Courts. The Parish Clerk was asked to check with Liz Guthrie and if agreed would ask Anthony Edwards for a quote.

**Repairs to the Play Ground & Quotes for new Equipment** – We are waiting for a start date for PlaySafety to come and do the necessary repairs to the playground including installing a new gate which has now come off. In the meantime Parish Clerk to ask Bob Lee Amies to repair the bridge on the mini climbing frame. Playsafety will also give us a quote for some new equipment.

**New fence in Recreation Ground - Quote Received** – We have been quoted £752 plus VAT for a replacement Chestnut Paling Fence. Parish Clerk to ask for a price for a post and rail fence to match the one alongside the MultiSkills Court.

**Local Housing Needs Survey** – The analysis from the survey has now been carried out and will be published in a report that we hope to have in time for our Annual Meeting in April. The report will also be summarised in the Parish Magazine. There were 9 people who responded to say that they had a need for affordable housing. As the number is so low it was proposed that those people should be approached on an individual basis. The Parish Clerk was asked to invite Paul Hicks to speak at the Annual Meeting.

**Local Elections 2015 – Procedure & Deadline for Nominations** – The Parish Clerk issued a Guidance note on the upcoming Local Elections. Nomination forms are available from TMBC from 12<sup>th</sup> March and the deadline for returning forms is 9 April. All information can be found on the TMBC website at [www.tmbc.gov.uk/voting](http://www.tmbc.gov.uk/voting)

**Broadband – Update** – The Parish Clerk and Cllr Cracknell have sent an email to Tom Tugendhat to ask whether he would support the Parish Council in trying to get BT Infinity. It was also reported that Gigaclear are now making progress in the area.

## 6. CORRESPONDENCE



National Clear Up Day 21 March 2015 – This initiative is from TMBC, Parish Clerk to ask the Scouts whether they would be interested in taking part in return for a donation towards the new Scout Hut.

#### **7. FINANCE**

The following accounts were proposed by Cllr Chartres and Seconded by Cllr Willingham and submitted for payment:

Village Hall - Annual Insurance

£2,025.72

Parish Clerk Salary

£412.00

Jane Haselden – Website

£35.00

Anthony Edwards – Maintenance to Churchyard & Equipment

£848.00

Anthony Edwards – Maintenance to Parish Council Land

£579.20

Village Hall – Lettings

£240.00

Parish Clerk Expenses – Stationery

£26.33

Ightham History Project – Donation (already paid)

£500.00

#### **Total**

**£4,666.25**

Financial position at 31 January 2015

Current account: £ 7170.98 (including unrepresented cheques of £35.00) Deposit account:

£181,170.08

#### **8. ANY OTHER BUSINESS**

Cllr Chartres reported that we will receive a £5,672 grant from TMBC and that our precept will be £95,784 for 2015 representing a 0.1% change on last year.

Cllr Cracknell reported that St Peters had appointed a new Rector, Tim Hatwell. On 14 March, St Peters are running an event where people can have a bowl of Soup and buy something for Mothering Sunday.

Cllr Cracknell had received a call from a Parishioner who was upset that there had been no consultation about the proposals for sites for affordable housing. Cllr Chartres responded that the information had been in the public domain, and that Agendas and Minutes were published on Parish Noticeboards and the website for several months leading up to the process.

#### **9. PUBLIC**

A member of public reported that he had put up a barbed wire fence alongside a footpath that joined his land as he has had some trespassers.

The meeting closed at 9.45pm.

**IGHTHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD**  
**ON TUESDAY 20th JANUARY 2015 AT IGHTHAM VILLAGE HALL AT 7.45pm**

**Present:** Cllr Edwards, Cllr Brierley, Cllr Cracknell, Cllr Edge-McKenna, Cllr Holden, Cllr Mitchem, Cllr Willingham (arrived during Matters Arising), and the Parish Clerk

- **APOLOGIES**

Cllr Chartres, Cllr Hall

- **DECLARATION OF INTERESTS**

None

- **PLANNING APPLICATIONS**

TM/14/02680/TPOC - 16 Nutfields, Ightham, Sevenoaks, Kent TN15 9EA - 2 x Silver Birch, 1 x Oak, 2 x Conifer, 2 x Hazel, 1 x Chestnut, 1x Oak - trim back overhang. Applicant: Gateway c/o Gateway House, 10 Coopers Way, Southend On Sea, Essex SS2 5TE. "No objection providing Liz Guthrie is content."

PROW/MR244 – Proposed diversion of Public Footpath MR244(Part) Ightham, Sevenoaks. To permit development of a Construction Company's maintenance and repair premises for which planning has been granted. "No objection."

**Planning Applications Approved**

TM/14/03119/FL The Bower House, Tonbridge Road, Ightham, Sevenoaks, Kent TN15 9AJ. New two bay oak framed heritage-style garage. Approved on 8 December 2014.

TM/14/03760/FL 18 Upper Spring Lane, Ightham, Sevenoaks, Kent TN15 9DP. Single storey extension to side and rear and loft conversion with dormers. Approved on 30 December 2014.

TM/14/03807/RD Ightham Recreation Ground, Sevenoaks Road, Ightham, Sevenoaks Kent. Details of landscaping and boundary and footpaths pursuant to condition 3 and 9 of planning permission TM/13/01980/FL (Demolition of existing sports changing pavilion and erection of new Scout and sports changing facilities). Approved on 2 January 2015.

TM/14/03842/TNCA Ightham Mote, Mote Road, Ivy Hatch, Sevenoaks, Kent TN15 0NT. (T1) Cypress - Remove major deadwood and hanging branches throughout canopy. (G2) 2x Cypress - Dismantle both trees to ground level. (T3) Ash - Removal of low branch. (T4) Pine - Dismantle. (G5) 3x Ash - Dismantle all trees. (T6) Sweet Chesnut - Remove branches and clean crown. (G7) Row of Beech - Fell 11x trees and pollard remaining 21x trees. No Objection on 23 December 2014.

TM/14/03891/TNCA Rooks Hill. Tonbridge Road. Ightham. Sevenoaks. Kent TN15 9AN. Remove Beech tree infected with Meripulus. No Objection on 23 December 2014.

TM/14/04003/TNCA Towan, Mote Road, Ivy Hatch, Sevenoaks, Kent TN15 0PG. G1 Hawthorns - Fell to ground level, T1 Holly - Reduce & reshape. No Objection on 2 January 2015.

TM/14/3658 Ightham Primary School, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DD. Demolition of existing mobile classroom and erection of two storey pitched roof extension comprising of two classrooms, WC facilities and storage. KCC has granted permission subject to specified conditions.

TM/14/03875/FL Manor Farm Barn, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DE. Insert new 3 panel window to garden elevation. Add a new roof light and reposition a rooflight previously consented (part retrospective). Approved on 12 January 2015.

## **Planning Applications Refused**

TM/14/03869/FL Stone Acre. Copt Hall Road. Ightham. Sevenoaks. Kent TN15 9DT.  
Proposed demolition of chalet bungalow and detached double garage and construction of a two storey house with integral double garage (resubmission of planning application TM/14/02478/FL). Refused on 7 January 2015.

4. MINUTES Approval of the meeting held on 16<sup>th</sup> December 2014. The Minutes were approved and signed as a true record of the meeting with one small typographical amendment.

## **5. MATTERS ARISING**

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

Flooding outside Raspitt Hill - ongoing

Gulley blocked on Bates Hill

Bank encroaching pavement on Sevenoaks Road by Jubilee Crescent, Parish Clerk to ask Anthony Edwards

Overhanging trees on Old Lane – Councillor Holden to investigate

The Parish Clerk was asked to establish from KCC, the status of Old Lane, is it a public Highway or Footpath and could it be designated as a Byway open to all traffic (BOAT)?

**Lease for Guide Hut** - Update - The Lease is still unsigned and despite a letter being sent requesting the increased rent, no increased payment has been received. The current rent is £500 per year and the Parish Council has requested an increased rent of £1000 per year until 1 April 2015 when it will rise to the market rent. The market rent for the premises, valued in February 2012 is £2,350p.a. The Parish Council is very frustrated that the lease has still not been signed as they have been trying to get it signed since 1997. The Parish Clerk was asked to set up a meeting between lawyers and Mrs Chesson to sign the lease. It is very much in the public interest that the lease should be signed without further unjustified delay.

**Proposed new scout/football building** – Update – Landscaping has now been agreed.

School Building Project – Update – Planning Permission has now been granted and the project has gone out to tender.

School – Use of Village Hall for lessons – The School have approached the Parish Council about using the Village Hall whilst the School building works are taking place. Cllr Willingham said that this would be possible and will contact the Head to agree a rental.

**Churchyard** – Increase to budget - Jenny Webster had been in contact with the Parish Clerk about the budget for maintenance to the Churchyard. The budget for the year has almost been reached and the Parish Council have agreed to an overspend if necessary.

**Ightham FC Pitch Levelling** - Update – Nothing to report

**Old Lane Gypsy Site** - Nothing to report

**Update Salt Bin outside Village Hall** – Nothing to report

**Busty Stream** – Update – We have received correspondence from David Munn, KCC to say that they would potentially be willing to contribute to digging out the riverbed of the Busty to alleviate the flooding. The Parish Council have allowed some funding for flood defense in 2015 budget.

**Community Enhancement Fund** - New Tender to connect to Mains Drainage – This will happen once the school project is underway.

**New Standing Orders & Finance Regulations** - It was resolved that the amended Standing Orders were adopted. These will go onto our website.

**Budget & Precept 2015** – The draft figures for the budget 2015 were circulated and discussed. The Parish Council does not wish to raise the Precept so there will be a zero increase. Projects put forward will include, new kitchen and roof at the Village Hall, new equipment for the large play area, pitch levelling and demolition of the pavilion, improvements to parking in the recreation ground and village. The outline figures were agreed and the Parish Clerk will send them off to TMBC. Capital Items should go on the Agenda for next month.

**Lease for Tennis Club & Lease for The Paddock** – We have received a draft Tennis Club Lease which has been forwarded to the Secretary. Cllr Holden raised the issue of whether his wife becoming a Trustee would necessitate a need to update the Register of Interests. It was agreed that this would be the case. The Paddock Lease is being drafted and we had been asked by the Solicitor whether we would have a seven year lease as anything over this would

require the lease to be registered at the Land Registry. It was agreed that this would be preferable with the option to renew at the end of the seven years.

**ROSPA** – Repairs to the Play Ground – The Parish Clerk has send a request to Chris Collyer at Playsafe to carry out repairs. In the meantime, Cllr Willingham will put some bark at the entrance to the larger play area which had become very muddy. Cllr Edge-McKenna agreed to carry out regular checks to the equipment.

**Recreation Ground – New Equipment** - The Parish Clerk had asked Playsafe for some prices for new equipment.

**Local Elections 2015** – We have received some posters which will go onto the noticeboards and information will be added to the website and Parish Magazine. Parish Clerk to find out details of the election dates and procedures and deadlines for applications.

**Broadband** – It was suggested that we should write directly to the office of the Chairman of BT rather than Sir John Stanley, to establish when BT Infinity would be up and running from the cabinet in Tonbridge Road. Cllr Cracknell to forward details to the Parish Clerk.

- **CORRESPONDENCE**

KALC – Community Awards Scheme 2015 – Cllr Holden has nominated 4 members of the Parish. Parish Clerk to submit our application to KALC.

Kent Men of the Trees Competition 2015 – It was agreed that we wouldn't take part this year. The Parish Clerk was asked to find out when the last tree inspection took place.

New Year 2016 Honours Nominations – Parish Clerk to forward details to Councillors.

Revised restoration Isles Quarry East - The Parish are happy for Cllr Chartres to respond to represent our views.

Use of Pavilion for Saxons Orienteering Club – We have had a request to use the Pavilion, Parish Clerk to reply to say yes for changing purposes only.

Local Government Boundary Commission Review – Our views on future division boundaries – Parish happy for Cllr Chartres to respond to keep boundaries as they are.

Barnfield Cottage, Stone Street – Notice of Appeal to Planning Inspectorate – Nothing to add.

New Local Council Award Scheme – Not something that we would like to participate in at the moment.

- **FINANCE** – Cllr Willingham proposed and Cllr Holden seconded.

The following accounts are submitted for payment:

Parish Clerk Salary & Expenses

£450.78

Jane Haselden – Website

£35.00

Commercial Services Trading Limited - Grounds Maintenance

£1,344.48

**Total**

**£1,830.26**

**Income**

SKIPS

£125.00

A quote had been received to renew insurance at the Village Hall, it was agreed and the cheque will be raised next month when payment is due.

Financial position at 31 December 2014

Current account: £9,001.24 (including unpresented cheques of £530.00) Deposit account:

£181,162.64

- **ANY OTHER BUSINESS**

Cllr Willingham reported that they had had no volunteers for a new Treasurer for the village Hall. It is possible that the Secretary and Treasurer role could be combined. Parish Clerk to advertise on the website.

Cllr Cracknell reported that the Village Fayre would be on 18<sup>th</sup> July at Ightham Mote.

- PUBLIC
- None

The meeting closed at 10.20pm

Sarah Huseyin  
Parish Clerk  
January 2015  
IGHTHAM PARISH COUNCIL