

12/18

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD
ON TUESDAY 18th DECEMBER 2018 AT IGHTHAM VILLAGE HALL AT 7.30pm**

**Present: Cllr Willingham (Chair), Cllr Holden (Vice-Chair), Cllr Brewer, Cllr Burgham, Cllr Cracknell, Cllr Edge-McKenna, Cllr Hall, Cllr Mitchem, The Parish Clerk, Borough Cllr Betts and
2 members of the public**

1. **APOLOGIES FOR ABSENCE** – Cllr Brierley & County Cllr Rayner
2. **DECLARATION OF INTERESTS** - Cllr Brewer declared an interest in relation to the planning application at the Barn.
3. **MINUTES** - The Minutes of the Meeting held on 20 November 2018 were approved and signed as a true record.
4. **UPDATE FROM BOROUGH COUNCILLOR** - Cllr Betts reported that he is Trustee of the TMBC Leisure Trust that comprises Larkfield, the Angel Centre, Poult Wood and Tonbridge Pool and Larkfield has recently been rated as outstanding under the Quest Scheme; only 15 centres have such a rating throughout the whole country. Larkfield Leisure Centre has recently has a lot of improvements.

A resident had been in contact with Cllr Betts about parking in The Street and extending the double yellow lines; this has been raised within TMBC. There are often cars parked on the double yellow lines towards the top of The Street and this is a safety issue. It is also acknowledged that parked cars in the unmarked bays provide traffic calming. Cllr Betts will liaise with Andy Edwards at TMBC to see what can be done about the illegally parked cars. The current area for parking is okay and allows adequate visibility.

Cllr Betts has been in touch with the Dog Warden about dog fouling in the recreation ground with a view to getting the area patrolled.

The response to the Local Plan was good and the largest response was in regard to Bushy Wood although most of the letters were identical form letters. The second largest response was opposing Borough Green Gardens with around 1,300 letter and then Broadwater farm with 281 letters. The responses are broadly in line with the scale of the proposed developments. All responses need to go to the Inspector by 24th January 2019 when we will get a better analysis of the responses.

Cllr Willingham had reported the recycling area again to TMBC as it was overflowing and a number of items had been fly tipped. Cllr Betts reported that there was funding for a second contractor so the area should be cleared faster although this doesn't appear to be happening. This will be reported again as it is a health and safety issue. The cardboard bin is also full and this needs to be reported to the Scouts. Once the new waste contract is up and running this recycling site will disappear. In the meantime, Cllr Willingham suggested that we use CCTV to monitor the fly tipping as we have been offered some cameras.

Cllr Willingham also reported that he had spoken to the PCSO who confirmed that there had been a number of burglaries in the area, the majority of them were sheds and outbuildings. The Clerk reported that she had written to the Police and Crime Commissioner and MP asking for increased police presence.

5. **PUBLIC** – A member of public reported that he had written to the Police and Crime Commissioner and sent a copy of his letter to the MP. He has yet to receive a response from the PCC but Tom Tugendhat had sent a copy of his letter to the Chief Constable.

The same member of public reported that he had seen the Dog Warden who had been unaware of the dog waste bin at the top of Old Lane but it has now been emptied. The road outside Wellwood is still flooding but has been marked up, the Parish Clerk will check that this is on the schedule to fix.

A member of public reported that there were some fallen trees on the footpath between Seven Wents and Okenhurst. A shrub has also fallen into Back Lane near to Planet Plants.

6. PLANNING

TM/18/02818/FL -7 Oldbury Close, Ightham, Sevenoaks, Kent, TN15 9DJ.
Garage conversion and single storey rear extension.

Signed.....Dated.....

TM/18/02834/FL - The Barn, Ightham Court, Fen Pond Road, Ightham, Sevenoaks, Kent TN15 9JF. Proposed replacement single storey extension. "No objection."

TM/18/02839/TNCA - 3 Elim Cottages, Busty Lane, Ightham, Sevenoaks, Kent TN15 9HP. Cobnut Tree- to reduce crown by 30%. "No objection."

TM/18/02715/FL - Selected Plants Nursery, Ismays Road, Ivy Hatch, Sevenoaks, Kent. Demolition of existing outbuilding and rebuilding of new outbuilding. "No objection but we would like a condition that the outbuilding should not be used for residential purposes."

Planning Decisions – Approved

17/03020/TNCA - T1 Silver Birch - Remove stem growing against Horse Chestnut adjacent. A long stump (1ft) will be left to prevent decay into main trunk - 4 Old Cottages, Spring Lane, Ightham.

17/02979/TPOC - G1 Poplar x 3 - fell to 1 metre from ground level, bevel edges of stump and T2 Turkey Oak - crown lift to 5 metres and reduce back lateral growth from properties (numbers 3 and 4) by approximately 2 metres - 1 Fen Meadow, Ightham, Sevenoaks Kent TN15 9HT.

17/02961/TNCA - T1 Horse Chestnut - fell and G2 Sycamores x4 - fell – Charters, Tonbridge Road, Ightham Sevenoaks Kent TN15 9AP.

7. **LOCAL PLAN – Borough Green Gardens** - Update – Cllr Willingham reported that Wrotham Parish Council are putting together the evidence for the examination and think they have a strong case.

8. MATTERS ARISING

Highways Matters – 30mph – It was unanimously agreed that we would like a 30mph limit throughout the village and that we should write to Cllr Rayner and Cllr Betts to put it onto the Joint Transportation Board agenda. It was agreed that a Working Group comprising Cllr Hall, Cllr Mitchem and Cllr Cracknell would take this forward and they would look at the maps to identify the roads and boundary. There was some discussion about A25 and A227 being included and concern that we didn't want to jeopardise the 20mph limit request on Oldbury Lane and Spring Lane. Cllr Betts suggested that we offered to fund the signage when making the request and cite the accident blackspots.

Radar survey results/ Speed calming measures/ Speed monitoring Borough Green - The Clerk reported that she had written to Cllr Rayner about having a stop sign at the junction of Fen Pond Road and Borough Green Road. The radar request and 20mph request has gone to Cllr Rayner.

Parking in The Street – Discussed above.

Scout Hut/Pavilion & Tennis Club Lights - Update - The frame has now gone up. James Reid has spoken to Cllr Holden about making a joint application for lights on the new scout hut and on the path to the Tennis Club. The Parish Clerk was asked to find out from the Architect whether there were any conditions on lighting and to ask for suggestions. We would look at discreet lighting and it was suggested that a PIR on the front and side of the building may well provide enough light. The Clerk will speak to the Architect.

Ightham Cricket Club – Update - Nothing to report.

Busty Stream/ Flooding – Update - Flood Action Group - Cllr Cracknell reported that she had received an email from Max Tant at KCC to say that he had received an initial quote for work on the bridge but it was being queried. They have put out to tender flood resilience measures which will be paid for by the grant. Letters have been delivered to all riparian owners about keeping their stretch of the stream clear; they will be able to monitor the response at the next meeting in the new year.

Recreation Ground –ROSPA repairs/ Dog fouling – The Clerk had got some prices for dog fouling signs and will circulate some suitable wording for the signs. These will be placed in the recreation ground.

Broadband – Update - The Clerk reported that we had a meeting with George Chandler from Kent County Council, Cllr Rayner and several residents from Ivy Hatch. Ivy Hatch has no access to fast broadband and unlikely to get funding although we will know for certain next April. In the meantime, a group of residents have decided to set up a Community Group to set up arrangements themselves. A similar project has been set up in Crouch and there is some funding available from the Government or County Council to do this.

School - Winter maintenance - Cllr Edge-McKenna confirmed that the use of salt in the car park would have minimal impact on the surrounding trees. Clearing the car park during snow and ice was discussed at length and it was concluded that the car park couldn't be cleared by a snow plough due

Signed.....Dated.....

to the surface and that the area was too large to clear manually. It was therefore suggested that we should provide 2 salt bags/bins at the entrance to the car park for users during bad weather. Cllr Edge will organise for the salt to be ordered.

Defibrillator – Taining 2019 – Date to be organised.

Allotment Leases – Parish Clerk to review the expired leases in 2019.

Bus Stop Back Lane – Cllr Holden reported that the hedges had been cut back and that the bus stop was now much more accessible.

Christmas Tree – The Clerk was asked to write to the Fairlawne Estate to thank them for the tree and suggested that we sent a gift to the Levys who had decorated the tree.

Recycling Area – Discussed above.

9. FINANCE & POLICY

Online banking - The Clerk confirmed that the online bank account had been set up and the signatories had received a code to log in.

Budget – Due 18 January 2019 – Cllr Hall, Cllr Holden and The Parish Clerk will meet in early January to set the budget for 2019/20. This will need to be signed off at the January meeting.

Financial Regulations – This will be reviewed in 2019.

The following accounts were submitted for payment: proposed and seconded by Cllr Hall and Cllr Cracknell

Parish Clerk Salary & Expenses December	£645.86
HMRC – PAYE Employer Tax (<i>nil to pay as credit on account</i>)	£9.40
Gel Creative - December (inc Overpayment from last month)	£30.00
Leybourne Grange – Donation	£20.00
Darby & Joan – Donation	£20.00
A Edwards – Maintenance to Parish land	£459.20
A Edwards – Maintenance to churchyard (August – September)	£1,406.40
Latitude – Ightham Scout Hut RIBA Stage 5	£2,500.00
EDF Energy – Electricity at the pavilion	£53.03
JH Estate & Gardening – Cutting recreation ground and verges	£192.00
Ightham Village Hall – Rental	£240.00
Easily – Web domain renewal	£25.50
Wrotham Parish Council - Local Plan Expert Advice	£7,344.00

Current Account: £17,474 Deposit Account £235,823.36 Unity Bank: £500.00

10. CORRESPONDENCE

KALC Community Awards Scheme 2019 – Nominations due 31 January 2019. A suggestion was put forward and agreed by all Councillors.

Highways England consultation on its updated proposals for the Lower Thames Crossing. On the south side of the Thames, the proposed new road will link to the A2 and M2. On the north side, it will link the A13 and the M25. **The deadline is 20 December 2018.** Further details on the consultation and supporting documents can be accessed via the following weblink:

<https://highwaysengland.citizenspace.com/ltc/consultation/>. It was decided that we wouldn't make a Parish Response as there would be minimal effect on A25 and A227.

KCC – Library Consultation – It was decided that we should respond to this Consultation to say that the demographic of Borough Green should necessitate keeping the library open for 40 hours as it is well used and the with the proposals for Borough Green Gardens the service should be maintained.

KCC – Bus consultation re changes to 404/405 – There are proposals to reduce the number of services of 404 which goes through Ivy Hatch to Sevenoaks. Cllr Cracknell and Cllr Mitchem have put some posters around the village alerting parishioners as we are concerned that some of the elderly users may not have access to a computer. We are also concerned that the proposals will lead to rural isolation and suggest that any reduction in service should be replaced with a service that is usable. The Clerk has been in touch with Plaxtol Parish Council as Plaxtol will also be adversely affected.

Parish Clerk to respond accordingly.

KCC – Brexit Preparedness – The Clerk circulated a document from KCC on Brexit.

KALC - KALC Area Committees have asked Parishes to consider what level of engagement they wish to receive from local PCSOs.

The Parish Council went into a closed session to consider a confidential matter.

The meeting closed at 9.55pm

Signed.....Dated.....

11/18

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD
ON TUESDAY 20th NOVEMBER 2018 IGHTHAM VILLAGE HALL AT 7.30pm**

PRESENT: Cllr Willingham (chairman), Cllr Holden (Vice Chairman), Cllr Brierley, Cllr Burgham, Cllr Cracknell, Cllr Hall, Cllr Mitchem, County Cllr Rayner, Borough Cllr Betts (arrived late), 3 members of the public and the Parish Clerk.

Cllr Willingham invited Steve Burgham to be co-opted onto the Parish Council following the resignation of Cllr John Edwards and the conclusion of the statutory advertising period at TMBC.

6. **APOLOGIES FOR ABSENCE** - Cllr Edge-McKenna, PCSO Mark Thomas.
7. **DECLARATION OF INTERESTS** - Cllr Willingham declared an interest in Planning Application ref TM/18/02502/FL.
8. **MINUTES** - The Minutes of the Meeting held on 16 October 2018 were approved and signed as a true record.
9. **UPDATE FROM BOROUGH COUNCILLOR** – Cllr Rayner said that he would participate in the relevant discussions during the matters arising. Cllr Betts gave an update on the Local Plan (see below) and reported that at the Planning Transport Advisory Board meeting, members had expressed that they were unhappy with the way that planning enforcement was working and felt that it was sending the wrong message. Often the Planning Enforcement Team come to the conclusion in enforcement cases, that if planning had been applied for and granted then they would take no action. It was agreed that this is not supporting the correct protocol and this will now be focussed on.
Cllr Betts reported that a significant amount of s.106 money was not being spent and that there should be a schedule of expenditure which is followed up. S.106 money comes from developers and should be used to support infrastructure. The spending of this money is going to be reviewed. There is currently no s.106 money in Ightham.
10. **PUBLIC** - A member of public reported that there had been a number of break-ins in the last 7-10 days and an attempted break-in at the local supermarket today. He said that there were a lot of elderly and single people living in the village and that he felt that there should be more of a police presence. The Clerk reported that she had heard of approx 10 break-ins and had invited the PCSO along to the meeting but unfortunately it was his day off. He had sent a response today that he would be patrolling Ightham and that most of the break-ins were of outhouses which is common at this time of year.
Cllr Rayner said that policing control is no longer with the County Council, it is under the remit of the Police and Crime Commissioner (PCC). He reiterated that this type of crime is typical for this time of year. It has been reported that there will be an additional 300 Police Officers in Kent and it was suggested that the Clerk wrote to the PCC copying our MP, requesting more of a Police presence in the village. It was agreed and Cllr Cracknell suggested that individuals write as well and those personally affected or concerned would have more of an impact.
Mr Reid from Ightham Scouts gave an update on the building project. They are now 2 months into the project; the foundations have been dug and 70 lorry loads of spoil removed from the site. The footings are in and the steel frame should be completed by Thursday of this week. Celcon have donated 10,000 bricks and the floor and walls are next to be completed. The project is progressing well. They have had to dig a hole in the footpath in order to tap into the main sewer, and they will need to apply to Southern Water to get it commissioned. O’Keefe’s have agreed to do the connection and have asked for a letter from the Parish Council to dig a 3 m trench across the recreation ground. This was agreed. The ground will be repaired at the end of the project when the landscaping is done although they will try and reseed before then. Cllr Willingham said that there had been an issue with the existing cess pit but he had spoken with Harpers and this has been resolved. The Tennis Club will also be linked into the mains drainage. Mr Reid said that there had been 3 thefts from the site and now nothing is left there overnight.
Cllr Hall asked where they stood against the budget and Mr Reid said that it was all looking good; there were some small extra items but they are on a fixed price contract and there is a contingency fund.

6. PLANNING

TM/18/02420/FL - 37 Nutfields, Ightham, Sevenoaks, Kent, TN15 9EA. Bespoke single storey rear lean-to extension. “No objection.”

Signed.....Dated.....

- TM/18/02491/FL** - Fresh Fields, Copt Hall Road, Ightham, Sevenoaks, Kent TN15 9DT. Single storey rear extension and additional bedrooms within loft conversion. "No objection."
- TM/18/02502/FL** - Land Opposite Rose Wood, Ismays Road, Ivy Hatch, Sevenoaks, Kent. Conversion/reconstruction of redundant agricultural barn into single dwelling and demolition of existing building and construction of new garage. Due to a conflict of interest, we leave it to TMBC to determine."
- TM/18/02540/TNCA** – Charters, Tonbridge Road, Ightham, Sevenoaks Kent TN15 9AP. T1 Lime to reduce/pollard by 40%; T2 Acacia to fell, and T3 group of Pines to deadwood, remove Ivy and any damaged limbs within the canopy. "No objection providing Liz Guthrie is content." Cllr Cracknell said that she hadn't received a notification as a neighbour and as far as she could tell there hadn't been a notification posted outside the property.
- TM/18/02478/TPOC** – Sycamores, Bates Hill, Ightham, Sevenoaks, Kent TN15 9BG. Reduce 24 lime trees to 4m in height (trees situated adjacent to the Limes on Bates Hill). "No objection providing Liz Guthrie is content."
- TM/18/02687/TNCA** Two Trees House, High Cross Road, Ivy Hatch. Reduce height of conifer and liliodendron to approx. half current height. "No objection providing Liz Guthrie is content."

Planning Decisions – Approved

18/02043/FL - Proposed single storey extensions to side and rear of existing house - 1 Oldbury Villas, Spring Lane.

18/01602/MIN - Request for prior approval to import silica (industrial) sand pursuant to condition 21 of planning permission TM/87/346 (KCC ref:KCC/TM/0414/2018) - Celcon Blocks Limited, The Ightham Sandpits. Cllr Rayner said that he would pursue and see whether the sand is being covered. It was reported that the excavation of the Eastern quarry has nearly been finished and will be completed within 6 months. A question was asked about quarrying near to Ightham Court and Cllr Rayner said that this would depend on the outcome of the Local Plan re Borough Green Gardens.

Planning Decisions – Refused

18/02047/OA - Outline Application: Erection of a detached dwelling - Land At Rose Wood, Sandy Lane, Ivy Hatch, Sevenoaks Kent.

18/01869/FL - Demolition of dwelling and garage and erection of dwelling - Stone Acre, Copt Hall, Road, Ightham, Sevenoaks, Kent TN15 9DT.

10. **LOCAL PLAN – Borough Green Gardens** - Our submission has now gone in. Cllr Betts reported that on 12 November there had been 1,143 responses to the Local Plan with 683 objections to Borough Green Gardens (62%). On 16 November the number of responses had risen to 1,500 with 777 objections. There have also been a lot of objections to development in Kings Hill. Cllr Betts was anticipating that there would be a lot of late responses arriving on the consultation deadline of 19th November. Cllr Betts said that the submission deadline was 24th November and if accepted that Local Plan could be modified; he was unsure how long the Borough Council had to act upon the modification and how long the current housing formula would be locked in for.

11. MATTERS ARISING

Highways Matters – The Clerk reported that the white lines had been refreshed on the junction of Fen Pond Road and A227 following a recent accident. Cllr Willingham asked Cllr Rayner about replacing the Give Way sign with a Stop sign. Cllr Rayner said that this would require a Traffic Order and suggested that The Clerk should write to him, copying in Cllr Betts making the request so that it could be referred to the Joint Transportation Board to go onto their agenda. It was resolved that The Clerk should write a letter.

Cllr Hall asked whether it would be possible to have a parish wide 30mph speed limit. Cllr Rayner said that this would be a bit more complicated to pursue but suggested that we put it onto the next agenda.

Potholes – outside Wellwood and on the crossroads by The Harrow. The bollard at Seven Wents has disappeared. The hedge outside Felden Lodge is encroaching onto the highway.

Radar survey results/ Speed calming measures/ Speed monitoring Borough Green Road/Speedwatch – The Clerk has written to Cllr Rayner requesting a 20mph speed limit up Oldbury Lane and Spring Lane and for assistance with speed monitoring on the Borough Green Road.

Parking in The Street – Cllr Cracknell reported that parking in The Street has improved since the builders vans had disappeared although it was recognised that it is still an issue. There has recently

Signed.....Dated.....

been parking enforcement in Wrotham and Borough Green with people being fined. A question was raised about parking in the Square and whether it was legal. Cllr Holden said that he believe that parking in the Square could be subject to enforcement as the lines went around the Square. This needs to be clarified. Cllr Rayner said that parking used to be a County matter but it has now been contracted to the Borough.

Scout Hut/Pavilion– Update – Alteration of drains at the Tennis Club/Emptying cess pit – It was been agreed with the Contractors that the Tennis Club and the new scout building will be connected to mains drainage. The Tennis Club already have a meter and will be billed separately for waste water, this shouldn't amount to much each month. Under the terms of the Scout lease, The Parish Council will cover the waste water from the new building. It was agreed that some lighting would be installed on the pathway to the Tennis Club during the landscaping phase of the build.

Footpath MR614 – Proposed diversion – The proposed diversion follows planning permission to build 2 houses on the plot through which the footpath currently runs. The footpath will be diverted to the right along Nutlands boundary. The Parish Council raised no objection to the diversion. Cllr Rayner said that he would be guided by the Parish Council and would also raise no objection.

Ightham Cricket Club – Update - Nothing to report.

Busty Stream/ Flooding – Update - Flood Action Group - Cllr Cracknell reported that she had met with Cllr Holden and The Clerk to draft a letter to riparian owners reminding them of their responsibilities to keep their section of the stream clear, it had been sent to the Flood Forum Group for approval and once approved will be sent to around 18 riparian owners. Cllr Cracknell reported that there had been no physical action since the flood but there was a proposal for a project to replace the lining of the “dodgy bridge” in order to widen it; some residents believe that a blockage here may have contributed to the flooding. KCC are willing to carry out the work but there have been some differences in opinion as to how the works will be finished. There is some grant funding available for the bridge works, which will cost around £15k however this money could be reallocated to individual properties for flood resilience work which is preferable to the Group. Cllr Cracknell proposed that the Parish Council made a contribution to the bridge works as it would be a village wide project and then the grant money could go to individual households. Cllr Rayner said that he had recently attended a Flood Forum meeting and would be happy to contribute members grant funding if Ightham Parish Council were willing to make a contribution. Cllr Holden said that in the 2 years since the flooding, no positive action has been taken by KCC and that anything that could be done now would be well received. A question was asked about getting a cheaper quote to do the works but it was agreed that it would be better for KCC to do the works and take the liability. It was also agreed that if we didn't come up with £15 k then it would be pointless and the works couldn't be completed. It was agreed that the Parish Council would contribute funding toward this project and Cllr Rayner agreed that if we put up £10k then he would contribute £2k from this years allocation and 3k from 2019 allocation. It was unanimously agreed that we would proceed on this basis. The Clerk will need to complete the grant application forms.

Recreation Ground –ROSPA repairs – Cllr Willingham will speak to James Hayward about doing the repairs.

Broadband – Update - Cllr Rayner reported that the KCC Voucher Scheme promised before the election wasn't currently viable as the Government had changed the criteria for grants to help in rural areas. The funding had originally been to fund fibre cable to the cabinet only but now it has to go all the way to the householders and the project has stalled as the cost is too great. There are some residents in Ivy Hatch with poor broadband speeds and Cllr Rayner had suggested that a meeting should be set up with those residents and George Chandler, Broadband Project Manager at KCC, to try and come up with possible solutions and costings and to discuss how best to proceed with Openreach. The Parish Council agreed to sponsor such a meeting and The Clerk said that she would try and get a date set up in December.

School - Winter maintenance of car park/access routes – cost of snow plough/gritter. The Headmaster had raised a concern at the beginning of the year about keeping the school open during bad weather. He will be unable to open the school if parents cannot use the car park as the majority of pupils are driven to school. Cllr Willingham had got some quotes for a snow plough (£1,942) and a gritter (£3,966). It was agreed that a snow plough couldn't be used on the surface of the car park and that salt/grit would damage the lime trees. The Clerk was asked to contact Richard McKenna to get some advice on what would be safe to use on the surface that wouldn't damage the trees.

Defibrillator – Taining 2019

Allotment Leases – Defer until December

Bus Stop Back Lane - Defer until December

Signed.....Dated.....

Christmas Tree – The Fairlawne Estate have offered a Christmas Tree for the village Square. It was agreed that Cllr Willingham would collect the tree in time for the carols in the Square on 19th December. The Clerk will email residents about decorating the tree.

Music Festival – 22nd June 2019

Dog Fouling in Recreation Ground – A resident had reported an increase in dog fouling in the recreation ground. Cllr Betts offered to raise this with the dog warden and the Clerk will get some prices for signage.

12. FINANCE & POLICY

Online banking - The forms have been signed and a cheque raised to open the account with Unity Bank.

Data Protection - Nothing to report.

Financial Regulations – Clerk to review

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

Parish Clerk Salary & Expenses November	£662.75
HMRC – Employer Tax (to be deducted from credit on account)	£9.40
Gel Creative - November	£50.00
Royal British Legion – Wreath + (£50) Donation	£67.00
Lucas Electrical – Repair of lights in recreation ground	£750.00
Sevenoaks District Council - Scout Hut Inspection Fee	£1,326.00
JH Estate & Gardening	£336.00
Ightham Scouts – First Installment of staged payments donation	£20,000.00

Current Account £16,166.63

Deposit Account £260,781.59

Transfer £25,000

10. CORRESPONDENCE

KALC - Chairmanship Conference 2018: 13th December

KALC Community Awards Scheme 2019 – Nominations due 31 January 2019.

Highways England consultation on its updated proposals for the Lower Thames Crossing. On the south side of the Thames, the proposed new road will link to the A2 and M2. On the north side, it will link the A13 and the M25. **The deadline is 20 December 2018.** Further details on the consultation and supporting documents can be accessed via the following weblink:

<https://highwaysengland.citizenspace.com/ltc/consultation/>.

Kent County Council Consultation on its proposed budget for 2019/2020. **The consultation closes on 21 November 2018.** www.kent.gov.uk/budget.

TMBC - New Waste and Recycling Collection Service 2019 – Offer of 20 minute presentation at Parish Meetings 29th February 2019 to 26th July 2019. It was agreed that we should invite them to our annual parish meeting.

KALC - HGV Pilot Area – Suggestions for suitable site. Cllr Rayner said that this is more relevant in Mid and South Kent.

Kent Highways - New procedure for Road Closure Public Events – Will only require a Traffic Management Plan

Ightham PSA - Request to serve alcohol at School Fete – It was agreed as long as they got the necessary license.

Leybourne Grange – Donation – It was agreed that we would donate the same as last year.

Darby & Joan – Donation – It was agreed that we would donate £20.

AOB

Cllr Cracknell suggested that the new website should have a section on what the Parish Council had done.

Cllr Willingham gave thanks to Cllr Cracknell for placing the wreath on Remembrance Sunday.

Cllr Willingham gave thanks to everyone for working on the Local Plan submission.

The meeting closed at 10.20pm.

Signed.....Dated.....

10/18

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD
ON TUESDAY 16th OCTOBER 2018 IGHTHAM VILLAGE HALL AT 7.30pm**

Present: Cllr Willingham (Chairman), Cllr Holden (Vice-Chairman), Cllr Brewer, Cllr Brierley, Cllr Cracknell, Cllr Edge-McKenna, Cllr Mitchem, The Parish Clerk, County Cllr Rayner, Borough Cllr Betts and 19 members of the public.

1. **APOLOGIES FOR ABSENCE** - Cllr Hall
 2. **DECLARATION OF INTERESTS** - None
 3. **MINUTES** - Minutes of the Meeting held on 18 September 2018 were signed as a true record.
 4. **RESIGNATION OF CLLR EDWARDS** – Cllr Willingham confirmed that Cllr Edwards has resigned and had written a letter of thanks for his contribution to the Parish Council. The vacancy is advertised by TMBC until 24th October.
 5. **UPDATE FROM BOROUGH COUNCILLOR BETTS** – Cllr Betts reported that the new Waste Services Contract will be phased in from April 2019. The annual fee for collecting garden waste has been confirmed at £40 per household. All recycling will be collected from the doorstep. TMBC have some available grant funding for improving shop fronts (up to £5,000) and £15,000 will go to the Visit Kent Fund which will go towards improving tourism in Kent. There have been some changes in the way that empty properties will be taxed in future; this is an attempt to bring empty properties back into the housing market. Owners will be penalised by leaving properties empty for 2 years by having to pay 100% council tax and there will no longer be a grace period for properties to be left empty. Cllr Willingham asked how many properties stood empty in the Borough but Cllr Betts didn't have the figures and didn't think it was a significant figure referencing the Local Plan housing numbers. Cllr Betts reported that the Festival of Lights had taken place in Wrotham and had been a successful event involving some local schools.
- COUNTY COUNCILLOR RAYNER** – Cllr Rayner reported that there was continued pressure on the buses and that there will be a Bus Summit on 30th October 2018 where applicants from Parishes are invited to attend a briefing on the results of the "Big Conversation." Officers have now had a chance to consider the options. Cllr Rayner reported that despite an initial denial, the M26 has confirmed scheduled overnight closures over the next few months to carry out works on the central reservation. This will allow the M26 to be used as a holding area for lorries in the event that there are delays at ports of Dover /Calais after Brexit. In addition, Kent Highways have announced some overnight closures of M20 during the same time and it was quite clear that the 2 project teams hadn't spoken and considered the long diversions that would need to be taken. Contemporaneous closures will put additional pressure on the A roads with HGV's having to divert through the villages. Cllr Rayner had spoken to Tom Tugendhat MP to persuade one of the Project Teams to defer the closures. He had received support from Sevenoaks District and MP who had been helpful in giving assistance.
- LOCAL PLAN – Borough Green Gardens Reg 19 Consultation period 1 October – 19th November** www.tmbc.gov.uk/localplanreg19
- Cllr Betts said that we are now at the consultation stage where everyone can write to TMBC with their opinions on the Local Plan. The consultation ends at 4pm on 19 November after which time, representations will not be considered. Respondeees are encouraged to use the online response form or can print off and complete. There are some detailed guidance notes on how to respond (available at the meeting and online) and valid planning reasons must be given as to why the plan is not sound or legal, ie it is not sustainable. Cllr Betts encouraged people to post responses online or hand deliver, Cllr Rayner said that this would be as proof of delivery. Once the consultation period is over a Planning Inspector will be appointed to consider all the responses and have a hearing; there is a section in the form the request a hearing. Cllr Mitcham asked whether members of the public could write or email their responses as the form was quite technical; Cllr Betts said that this was okay as long as valid planning reasons were given for any objections, it would not be acceptable just to say that you object. Cllr Rayner said that policy headings don't need to be cited as the Planning Officers will deduce the references themselves. Cllr Cracknell suggested that Tom Tugendhat MP should be copied in on any responses so that he can get a flavour of the major concerns and suggested that people to work together where they share concerns. All details are on the TMBC website. Local issues for Ightham include:

Signed.....Dated.....

Loss of Metropolitan Greenbelt (MGB)

The impact on traffic; the Dark Hill roundabout will not be able to cope with the additional traffic and is already over capacity. The relief road will need to cope with existing traffic as well as an estimated additional 6,000 cars. The new road will not solve the problems on A227 and A20. Pre development, there will be a huge volume of materials that will need to be transported through the villages to infill pits to a level to get them to a suitable condition to build upon.

Ightham is in an Area of Outstanding Natural Beauty (AONB), there is no status higher than AONB and once lost it will never be recovered.

Air Quality – The relief road will address this issue in Borough Green but not in the surrounding areas.

Infrastructure – Cllr Betts said that the railway station was already at capacity and couldn't be expanded if an extra 6,000 needed to use it. Cllr Mitcham said that the references to infrastructure were very vague. Cllr Rayner said that the industrial and commercial development would be addressed in a Master Plan further down the line but there is no guarantee that it would come forward. Cllr Holden said that surely J5 Slips should be included in the Local Plan but hasn't been mentioned in either the TMBC or Sevenoaks Plan.

Cllr Holden questioned the collaboration with neighbouring Boroughs under the Duty to Co-operate. Where is the evidence to say that there was consultation with Sevenoaks as there will inevitably be an effect on traffic in Seal, and Riverhead?

There is a disproportionate allocation of houses in the Borough Green Gardens Site which will account for 40% of the Boroughs needs.

A question was asked about whether we should push back on the whole plan? Cllr Betts said that there was an option to suggest alternatives but it would be difficult to find that many houses.

A question was raised about air quality; if the plan goes ahead and someone becomes ill as a result of poor air quality, would they be able to sue the Borough for negligence?

Workshop on how to respond to Reg 19 — Parish Councillors will be attending a meeting on Wednesday 17th October 2018 2-5pm on how to respond to the consultation.

Parish Alliance – Leaflet drop – A leaflet has been prepared by the Parish Alliance giving reasons for objecting and details on how to respond to the consultation. Some volunteers have distributed throughout the village and remaining leaflets will be posted by Councillors, The Clerk and a volunteer at the meeting. A question was raised about whether the Parish would be writing to all households and Cllr Willingham said that there had been enough publicity and that everyone should now be aware of the plans.

6. **PUBLIC** – A member of public said that KCC had just announced a 5% rise in Council Tax and that coupled with the £40 levy on garden waste would amount to an additional £200 per year increase for certain households. He asked whether the Parish would consider freezing or reducing their precept so that there wouldn't be any further financial increases for parishioners, especially as the Parish had around £200,000 on deposit. Cllr Cracknell said that the financial planning was of benefit to the village and allowed us to do things around the village as we have no central funding. The Parishioner said that £120k is not spent on infrastructure though. Cllr Holden said that our precept over the last few years was in line with inflation much of it was earmarked for projects. Cllr Willingham said that we go through the finances very thoroughly when setting the budget.
- Cllr Rayner asked to make a clarification to this and said that it would not be possible to raise the County Council precept by more than 2.9% without having a referendum. He said that an additional 2.9% funds had had been allowed for adult social services which is the fastest rising sector. He recommended that Parishes keep reserves for unforeseen events and with reference to the Local Plan, thanked Ightham Parish and other local Parishes for their contribution towards the fighting fund. He said that the Parish Alliance couldn't have asked for this if Ightham didn't have the funds available and that this type of expenditure would be in the interests of the people of Ightham. Cllr Holden explained that we go through a rigorous budgeting process where we look at committed expenditure and future spends. A member of public said that this method of allowing for subsequent years was flawed as members of public may never get to see the benefits. Cllr Holden said that reserving works by making allowances for capital projects year on year. Cllr Rayner said that it is recommended that Parishes build reserves for future items that may no longer be supported centrally and without reserves, Parishes may end up in great difficulty. He

Signed.....Dated.....

also said that Ightham has had good financial management and confirmed that the Parish accounts are audited annually, both internally and externally. Cllr Cracknell said that £80,000 was committed to the Scout Hut and once that was spent it would never be replaced.

A member of public reported that the lights in the recreation ground are still not working; Cllr Willingham confirmed that we now have the parts and is trying to get an electrician to fix them before the clocks change.

A member of public raised concerns about air quality and mentioned that the signs and road surface on the Tonbridge Road have eroded; he thought this was due to excessive speed. Cllr Willingham said that we had carried out radar surveys which hadn't highlighted that speed was a major issue but we are looking into speed camera's. Cllr Cracknell said that all of this would be done at the Parish Councils expense.

7. PLANNING

TM/18/02170/FL – Ladywood, Coach Road, Ivy Hatch, Sevenoaks, Kent TN15 0HD. Demolition of existing conservatory and erection of a single storey side extension; new windows and doors to the dwelling. “No objection but leave this to TMBC to determine”

TM/18/02191/TNCA - 6 Oldbury Close, Ightham, Sevenoaks, Kent, TN15 9DJ. G1 trees at rear overhanging No. 5 & 6 - cut back to boundary. “ No objection providing Liz Guthrie is content.”

TM/18/02212/TPOC – Woodlands, Bates Hill, Ightham, Sevenoaks, Kent, TN15 9BG. Remove Sycamore and Silver Birch. No objection providing Liz Guthrie is content.”

TM/18/02359/FL – Woodlands, Coach Road, Ightham, Sevenoaks, Kent, TN15 0HD. Demolition of existing dwelling and outbuildings and replacement with new dwelling with double garage, guest accommodation and pool house, replacement of existing swimming pool and tennis court, reinstatement of original access and associated landscaping – amendment to planning permission TN17/02935/FL. “No objection”

Planning Decisions – Approved

TM/18/02148/TNCA - T1 Conifer- remove tree. T2 Swamp Cypress- remove tree. Ashwell
TM/18/01630/LRD - Details of conditions 4 (drawings and supporting documents) pursuant to Listed Building planning permission TM/17/01355/LB (Listed Building Application: Construction of a two storey rear extension and restoration of the listed cottage comprising internal and external alterations) - Harrow Cottage
TM/18/01166/FL - Demolition of existing house and erection of a replacement dwelling with detached car port and stable. Change of use of agricultural land to residential use - Beaconsmount
TM/18/01947/RD - Details of conditions 2 (materials) and 3 (levels) submitted pursuant to planning permission TM/17/02420/FL (Demolition of existing dwelling and garage and construction of new two storey dwelling and detached garage) - Little Rosewood

8. MATTERS ARISING

Highways Matters – Update - Tonbridge Road/Back Lane patching within 90 days. Footpaths behind Chapel Farm and Old Lane have been reported to PROW. The Clerk reported that there would be gully cleaning on Sevenoaks Road in 6th November. Cllr Cracknell reported that there was a lot of vegetation on the verge by Ightham Warren which would block the drains during heavy rainfall and it had been reported to Kent Highways but they will not be taking any action. It is impossible to use the bus stop outside Ightham Warren due to the growth. Cllr Willingham said that he had yet to speak to the landowner about the stop further up the Tonbridge Road.

Refresh of roundels on Tonbridge Road

Pothole outside Beaconsmount around water control valve

Drain blocked by Fen Pond post box and by Cote Corner.

MR418 – Notification of Order to vary route of MR418. This has now been received by the Parish Council and is in accordance with what was agreed. A question was asked about maintenance of the path and it was thought to be the responsibility of the landowner.

Signed.....Dated.....

Radar survey results/ Speed calming measures/ Speed monitoring Borough Green Road. The Clerk confirmed that she had written a letter to Cllr Rayner requesting grant funding and assistance and he confirmed receipt.

Parking in The Street- The Clerk said that it had been reported in the Joint Transport Board minutes that the proposal to extend the yellow lines on The Street had been abandoned after consultation with residents. The problems with parking is continuing but there are works being carried out on one of the properties and often some work vans parked on the yellow lines which are causing an obstruction to the site lines. It was agreed that we would monitor the situation and wait until the works are finished to see whether it improves. Cllr Cracknell had been in contact with a new resident who is happy to help. Cllr Rayner said that any enforcement issues were the responsibility of TMBC and we should let Cllr Betts know and any action can be taken to the Joint Transportation Board.

Scout Hut/Pavilion– Update Cllr Holden reported that the project is progressing well and the footings are going in next week. There have been a couple of break-ins and equipment stolen. The Scouts have just had their AGM and reported a good set of accounts and healthy membership although are looking for more adult support for younger members.

Ightham Cricket Club – Request for funding / Registration as an asset — Nothing to report. Clerk to chase up.

Busty Stream/ Flooding – Update - Flood Action Group Update –Cllr Cracknell reported that she was trying to co-ordinate a meeting between herself, The Clerk, Cllr Holden and a resident to put together a letter to remind riparian owners about maintenance.

Recreation Ground – Lights and ROSPA Inspection – Repairs. Cllr Willingham is chasing up the electrician and Cllr Edge-McKenna said that the Fireworks Display is on 9th November so they need to be up and running for then.

Broadband – Update – A member of public has asked about the plans to improve broadband in Ivy Hatch and the Cllr Rayner had been in contact with the KCC Broadband Manager about the Voucher Scheme which will help to bring fibre optic cable to households. There have been some problems between agencies and the representative said that he would be in touch once a decision is reached. If the scheme goes ahead, Cllr Rayner has a list of residents who would be able to benefit if the scheme is viable. A member of public reported that Oldbury Lane had had poor/non-existent service in the past few weeks, it was recommended that he reported this to Tom Tugendhat MP.

School – Email from Governors re line refresh and 20mph zone. New entrance. The Clerk has already requested a line refresh via TMBC but a member of public pointed out that the lines go outside the old school entrance and we should request for them to be either extended or moved. This would have to go to the Joint Transport Board as it would require a traffic order. It was agreed that we would make a request. It was also unanimously agreed that we would send Cllr Rayner a formal request to have a 20mph limit from Oldbury Lane at junction A25 to Spring Lane at the junction of A25. Cllr Rayner suggested that we request £1,500 funding towards this. The Clerk will write a formal letter.

Cllrs Willingham and Holden had met with the School Head to discuss moving the entrance to the Early Years playground from the Skips entrance (which would be blocked off) to the lower playground where the swimming pool used to be. It was unanimously agreed that the Parish Council would have no objection to this as it is a safeguarding issue.

Tennis Club – Water rates letter – the Clerk had been asked to write a letter confirming that the Tennis Club were not connected to the mains sewer. The Club have been paying water rates for the last few years and the Water Company required written confirmation from the landlord so that they can get a refund. The letter was duly signed by Cllr Willingham.

9. FINANCE & POLICY

Online banking – The Clerk had printed off the forms that now need to be signed to set up the account. The Clerk will get the signatures and prepare the necessary paperwork to open the account. External Auditors Report & Certificate – Completion of Review - The External Auditors have signed off the accounts with no comments.

Data Protection - The Clerk suggested that we upgrade the website as we have had some recent issues with the host and it was agreed that we should make an allowance in the budget next year. With the new hosting we would be able to get email addresses that can be distributed to Councillors and that would comply with the GDPR Regulations.

Standing Orders- The amended Standing Orders had been circulated and were agreed and adopted.

Signed.....Dated.....

The following accounts were submitted for payment:

Proposed by Cllr Brewer and Seconded by Cllr Cracknell	
Parish Clerk Salary & Expenses September	£674.59
Gel Creative - October	£90.00
E-on – Electricity Unmetered Supply Agreement	£45.70
PKF Littlejohn LLP – Annual Return Audit Fee	£480.00
Abstract – Engineering Fees	£1,200.00
Kent County Playing Fields Association	£20.00
JH Estates and Gardening Services Limited	£384.00
Castle Water – Water at Pavilion	£25.89
JPCTCG – Membership Fees	£50.00
Warners – Legal Fees in connection with Scout Lease	£5,766.00
Robert Lee Amies – Work at the Recreation Ground and War Memorial	£471.92

30 September 2018: Current Account £5,374.73, Deposit Account £280,735.82

10. CORRESPONDENCE

KALC - Chairmanship Conference 2018: 13th December 2018

KALC - The Dynamic Councillor (C101/C111), 22 October 2018

M20 J3-5 Smart Motorway Scheme Weekend Closure M20 J4 Leybourne to J6 Maidstone & J7 Westbound from Friday 16 November (evening) to Monday 19 November (morning). Full Closure Kent County Council's 'Household Waste Recycling Centre (HWRC)

www.kent.gov.uk/wasteconsultation

KALC Community Awards Scheme 2019 – Nominations due 31 January 2019.

Decision sheet for Joint Transportation Board - 24th September, 2018 [Decision sheet details](#)

Request for defibrillator training – Cllr Cracknell said that a request came in asking for training. It was agreed that we should do this in the new year.

TMBC - Notice of Review and details of the current polling stations at www.tmbc.gov.uk/PDR - The Clerk was asked to respond saying that we were happy with the arrangements for Ightham Parish Council and that it was important to have a venue in the village for people to vote.

KALC AGM – 17th November – Ditton Community Centre.

AOB

Cllr Holden asked for details about the KCC Hearing on the Celcon proposal, has it been approved? Clerk to get details.

Cllr Cracknell reported that the Church were having a special service with the silhouettes on 11th November at 4pm. There will be a normal service at 10am.

The meeting closed at 9.55pm.

Signed.....Dated.....

8&9/18

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD
ON TUESDAY 18th SEPTEMBER 2018 IGHTHAM VILLAGE HALL AT 7.00pm**

Present: Cllr Willingham – Chairman, Cllr Holden – Vice Chairman, Cllr Cracknell, Cllr Edge-McKenna, Cllr Mitchem, The Parish Clerk, County Cllr Rayner, Borough Cllr Betts (arrived at 8.30pm) and 5 members of the public.

The Parish Council met at 7pm to discuss a private and confidential matter in a closed session prior to the full council meeting.

1. **APOLOGIES FOR ABSENCE** - Cllr Edwards, Cllr Brierley, Cllr Brewer, Cllr Hall.
2. **DECLARATION OF INTERESTS** - None.
3. **MINUTES** - The Minutes of the Meeting held on 17 July 2018 were approved and signed as a true record.
4. **UPDATE FROM COUNTY COUNCILLOR** – Cllr Rayner reported that the Bus Consultation had come to an end and the results were being processed and will be reported in due course. Kent County Council had been pre-advised that there would be continued cuts to the budget and this would inevitably impact the bus situation and that there would be degradation of other services. The school buses would not be affected but the subsidised services would although alternatives would be available such as smaller vehicles. Cllr Rayner said that he was aware of problems with some local services but was not aware of any issues in Ightham; we should let him know if there are. Cllr Holden reported that the buses are full and that many children are standing which is unacceptable, particularly when on school trips children are required to wear a seatbelt. Cllr Rayner said that the bus operator conditions of carriage dictate how passengers are transported on public buses and that the situation was unlikely to change.
There was a short discussion about lobbying for a roundabout at Oldbury Lane/Sevenoaks Road in the light of the Local Plan as the junction is likely to become busier. Cllr Rayner said that since the PPP meeting last week, a transport report has been published which mentioned that the Dark Hill roundabout would be enlarged.

5. PUBLIC

A member of public asked what proportion of the bus pass contributed to the cost of the travel cost. Cllr Rayner said that it depended on the route.

A member of public reported that parking in The Street was chaotic and there had recently been a number of stand-offs between drivers. Additionally, vans are parking on the double yellow lines at the top of The Street which restricts the view of traffic driving up the hill. There is concern that there will be an accident if the situation isn't resolved. Residents have received notification from TMBC that the yellow lines will be extended but this will restrict residents parking; there was an acknowledgement that the parked cars acted as traffic calming. The resident reported that it was almost impossible to turn out of their driveway or cross the road safely and that a suggestion of a mirror had been turned down in the past. The Parish Council has not been notified about the potential changes to the lines.

A resident asked about placing a radar on the Borough Green Road to measure speed as he had recorded speeds of up to 60-70 mph. Cllr Holden said that we had agreed to carry out a survey at the last meeting. The Clerk reported that the company that we had previously used no longer did Radar surveys but had given us the details of an alternative company. Additionally the Clerk was aware of a Traffic Agency that worked with KCC and asked Cllr Rayner whether it would be a better option to approach them and ask them to look at the village as a whole. Cllr Rayner suggested that the Parish Council should write to him to say that we were planning on carrying out a survey and requesting £500 and then ask an Officer to organise a survey through Kent Highways to show the proportion of traffic speeding. If Ightham Parish Council can offer partial funding it will be more acceptable. Cllr Cracknell said that in the past KCC costs were higher so it was suggested that we get costings from both sources. Once we have the data, if there is a proven problem, we can ask Cllr Betts and Cllr Rayner to put it onto the Joint Transportation Board Agenda. We can address the issues of parking and speeding together.

A member of public reported that the hedges in Common Road near to the Harrow were overgrown and there were some fallen trees in Old Lane. The Clerk reported that these had been reported to PROW and that we could send a letter to the landowners in Common Road, asking them to cut back their hedges. Cllr Cracknell to put a note in the Parish Magazine asking people to cut back their hedges generally.

Signed.....Dated.....

6. UPDATE FROM BOROUGH COUNCILLOR – Cllr Betts reported that he had put pressure on the responsible Cabinet member for waste following the issues with the recycling site in the lower village hall and £30k has been allocated to get extra help to clear the sites.

Cllr Betts confirmed that the new waste services contract has been awarded and will take effect from April 2019. There will be a phased service to collect all recyclables from the doorstep. This will include a weekly food collection and bi weekly collections of paper, card, garden waste (charged), plastics, tins, glass and small electrical items. The black bin will also be collected fortnightly. There will be a formal communication of the changes to all residents.

Cllr Betts reported that the Local Plan was passed at full Council at the beginning of September by 39 votes to 6. The benefits of it going through will mean that the Borough is exempt from the Governments 23% uplift in housing. As a Ward, we can contest elements of the Local Plan, ie Borough Green Gardens, in front of the Inspector and if successfully challenged TMBC will have the ability to amend the Plan. Any allocation taken out will have to be reallocated elsewhere in the Borough to sites that are more suited; our ward doesn't have the infrastructure or topography for such a large development. The problem TMBC will face if Borough Green Gardens isn't found to be sustainable, as it represents such a large percentage of the housing requirements, is that they will have to carry out another Call for Sites exercise. This delay will inevitably lead to the 23% uplift in housing being levied. There was some discussion about the 23% uplift being applied in the future anyway when the Local Plan gets reassessed after 5 years.

Cllr Rayner advised that when the consultation period begins, each Parish should respond to all of the original sites in the Call for Sites as part of the Regulation 19 consultation.

Cllr Betts said that the advantage of having a Local Plan in place is that there will be a housing supply in place and as a result less planning by appeal. The consultation begins on 1st October and will run for 6 weeks. Members of public are encouraged to respond although there will be no replies.

7. PLANNING

TM/18/01627/TNCA - Removal of 18 Beech; 1 Pine; 5 Hornbeam; 6 Acacia; 1 Oak 2 Holly and 1 Silver Birch trees from garden to be replaced with various different species. Land Adjacent To Oldbury Hatch Oldbury Lane Ightham Sevenoaks Kent TN15 9DG. "We are concerned that removal of these trees, especially the Beech, will affect the visual amenity of the area. We would therefore like to see TPO's on them although as a compromise would suggest some judicious pruning, especially of branches overhanging the road." *(TPOs have since been applied pending confirmation by Planning Officers)*

TM/18/01654/LDE - Lawful Development Certificate Existing: Building and area of hardstanding used as a domestic garden store incidental to the enjoyment of the main dwellinghouse for an uninterrupted period since at least August 2006. Hope Farm, Sandy Lane Ightham, Sevenoaks, Kent, TN15 9BA. "No objection."

TM/18/01869/FL - Demolition of dwelling and garage and erection of dwelling. Stone Acre Copt Hall Road Ightham Sevenoaks Kent TN15 9DT. "No objection."

TM/18/02047/OA - Land At Rose Wood, Sandy Lane, Ivy Hatch, Sevenoaks, Kent, Outline Application: Erection of a detached dwelling. "We strongly object to this application which is in metropolitan green belt and an AONB and there are no special circumstances to justify the build. In addition we note that there are TPO's on the trees."

TM/18/02086/FL - Church Of St Peter, Fen Pond Road, Ightham, Sevenoaks, Kent, Single storey extension of the existing church centre to provide an enlarged hall and kitchen, a new office and an additional WC. New double doors leading to an enlarged external paved area. "No objection"

TM/18/02043/FL - 1 Oldbury Villas, Spring Lane, Ightham, Sevenoaks, Kent TN15 9DH. Proposed single storey extensions to side and rear of existing house. "No objection."

TM/18/01947/RD - Little Rosewood, Common Road, Ightham, Sevenoaks, Kent TN15 9AX.

Signed.....Dated.....

Details of conditions 2 (materials), 3 (levels) and 8 (tree protection) submitted pursuant to planning permission TM/17/02420/FL (Demolition of existing dwelling and garage and construction of new two storey dwelling and detached garage). "No objection."

TM/18/01240/FL – Woodford Old Lane. Ightham. Sevenoaks, TN15 9AH. Section 73 application for the variation of conditions 1 (time limited and personal condition), 2 (restore site when temporary consent expires) and 4 (number of caravans) pursuant to planning permission TM/11/01444/FL (variation of conditions 1 and 2 on TM/07/01238/FL: change of use for stationing two caravans for residential use, fencing and sheds for occupation by a single gypsy family). "There is no additional further information and we continue to object in the strongest terms."

TM/18/02148/TNCA – The Olde House, Mote Road, Ivy Hatch, TN15 0PG. T1 Conifer – remove tree. T2 Swamp Cypress – remove tree. "No objection."

Planning Decisions – Approved

TM/18/01776/NMA - Non Material Amendment to planning permission TM/18/00482/FL: Adding barn hips to gabled roof, amending external door and window arrangement - Two Trees House.

TM/18/01589/TNCA - Horse Chestnut - Reduce crown overall by 30% - 2 Elm Cottages.

TM/18/01559/TNCA - T1 Magnolia - Crown reduce to previous pruning points and T2 Prunus - Crown reduce whole crown by approximately 2m - Stone House.

TM/18/01556/TPOC - T1 Acer - clear lower branches 1m from roof tiles, T2 and T3 Oak - remove 3 lowest limbs over hanging roof and T4 Oak - remove 1st lowest limb over hanging roof – Acorns.

TM/18/01483/FL - Extension of the garden boundary wall by 10m adjacent to Ismays Road, to match existing - Fir Tree House.

TM/18/01440/FL - 'Construction of single storey extension and some internal alterations to existing house to provide residential annex' - Applegarth Farm.

TM/18/00668/FL - Demolition of existing bungalow, garage, stables, greenhouse and out buildings and the erection of 2 no. four bedroom houses and detached garages - Longcroft Lodge.

TM/18/02134/NMA - Non Material Amendment to planning permission TM/17/02420/FL (Demolition of existing dwelling and garage and construction of new two storey dwelling and detached garage): Revision to rear two storey gable element and design of windows and rear dormer and raising of roof and eaves of west side element - Little Rosewood.

TM/18/01730/RD - Details of conditions 2 (materials), 3 (landscaping) and 7 (levels) submitted pursuant to planning permission TM/16/02720/FL (Demolition of existing sports changing pavilion and construction of new single storey scout and football changing pavilion) - The Pavilion.

TM/18/01561/FL - Demolition of existing timber framed and weatherboarded stable block, construction of a single storey self contained habitable annexe with ancillary areas (Resubmission of TM/17/02453/FL) - South View.

TM/18/00894/FL - Single storey side extension - 19 Nutfields.

TM/18/01222/FL - Demolition of existing conservatory and adjoining extension; erection of new single storey rear extension; new bathroom window in existing gable - The Spinney.

TM/18/01478/TNCA - T1 Norway Maple - fell and G2 Leylandii x3 - to fell – Towan.

TM/18/01484/TNCA - 2x Silver Birch- crown lift to a height of 4 meters - The Olde House.

Refused

TM/18/01937/NMA - Non Material Amendment to planning permission TM/17/02420/FL (Demolition of existing dwelling and garage and construction of new two storey dwelling and detached garage):

Signed.....Dated.....

Revisions to window design and position of roof light, raising of roofs and eaves of the main dwelling and side elements and revisions to front and rear two storey gable elements - Little Rosewood.

TM/18/01420/FL - Extension to existing annexe approved under application ref TM/17/01416/FL adding one extra bedroom - Midsummer Meadow.

7. LOCAL PLAN – Borough Green Gardens

There will be a workshop on how to respond to Reg 19 on Wednesday 17th October 2018 for Parish Councillors.

Cllr Willingham attended a meeting of the Parish Alliance at Potters Meade. There has been an amendment requested in the Local Plan regarding the earlier completion of the relief road. Meopham and Seal Parishes have also been approached about joining the Parish Alliance as they will be affected by the increase in traffic. It was noted that J5 Slips was not mentioned in the Plan. We have been asked to send a letter of commitment to the Parish Alliance, planning and legal representatives at Inquiry regarding the Borough Green Gardens site. This has already been agreed at our previous meeting along with a financial contribution of £16k. The Clerk will send the letter and copy it to Cllr Betts. Wrotham Parish will handle the finances but all costs will be agreed in advance by voting, 1 vote per member council. The Chairmen of each council will meet as often as necessary. There are many professional advisors involved in the process including a local resident and environmental specialist who is giving guidance on air quality issues.

8. MATTERS ARISING

Highways Matters – Update - Tonbridge Road/Back Lane patching within 90 days. Cllr Willingham had a list of potholes and gulleys that need attention and will pass them to the Clerk. Footpaths behind Chapel Farm and Old Lane overgrown, reported to PROW.

Radar survey results/ Speed calming measures/ Speed monitoring Borough Green Road. Discussed above.

Speed Limit on Oldbury Lane/Spring Lane Nothing to report.

Parking in The Street. Discussed above.

Scout Hut/Pavilion– Update All legal documents have been agreed and signed. The Heras fencing was put around the site on Monday 17th September and a container put in the disabled parking bays. There is access for the mower and Cllr Willingham will let James Hayward know. The site will be prepared during this week and the work will start next week and Cllr Willingham has arranged to meet with the contractors. The Clerk was asked to email Mr Sherhod about additional parking in the village hall car park if parking becomes an issue.

Ightham Cricket Club – Request for funding / Registration as an asset – Update - Nothing to report.

Busty Stream/ Flooding – Update - Flood Action Group Update – We have received an email from the new Natural Flood Manager Officer for West Kent regarding information about the St Clere Estate in order for them to investigate opportunities to mitigate against this flood risk by delivering a series of NFM interventions in the area up stream of the A25. This was passed to the Flood Forum. The Group is due to meet next week.

Recreation Ground – We have received a request from a school parent to use the recreation ground and mark out a mini pitch for the school football fixtures. It was agreed that as long as the Football Club had no objection then this would be okay for this season. The Clerk will check with James Hitchcock and reply to the parent.

We have also received a request from the school PSA to use the recreation ground for a fireworks display in November and to have a pizza van for the event and to have a summer fayre next summer. It was agreed that we would grant permission for the events but that the pizza van would be only allowed into the car park rather than onto the recreation ground. The Clerk will respond accordingly.

ROSPA Inspection – Repairs – The report has been received and the Clerk will check what works need to be carried out.

Broadband – Update - Nothing to report.

Multi Skills Court – Update – Nothing to report.

9. FINANCE & POLICY

Online banking - The Clerk has started an application with Unity Bank and will email Councillors for their details. The Clerk will also call Barclays to open a separate account. Cllr Mitchem asked how many transactions would be involved each month and Cllr Holden said that we should be looking at paying most of the invoices online. There are roughly 10 per month.

Signed.....Dated.....

Data Protection - The Clerk reminded Councillors that they should have a separate email address for Parish Council business and to delete any messages containing personal data as soon as they had been actioned.

Standing Orders – The Clerk had reviewed the new NALC Standing Orders over the summer and will circulate them via email. The Clerk will check the Financial Regulations to see what the guidelines are with regard to investments.

The following accounts were submitted for payment and agreed: Signed by Cllrs Cracknell and Cllr Mitchem

Parish Clerk Salary & Expenses September	£646.77
Gel Creative - Website August & September	£80.00
EDF – Electricity at The Pavilion	£55.37
Robert Lee-Amies – Work at the Village Hall and Recreation Ground	£605.95
JH Estate & Garden Services Limited – Cutting verges & recreation Ground (July & Aug)	£336.00
Rospa Annual Inspection	£100.80
KALC - Annual Clerks Conference	£72.00
Ightham Village Hall - Rental	£340.00
Information Commissioners Office – Data Protection Fee	£40.00
Anthony Edwards – Maintenance of Churchyard June & July	£1,119.66
Anthony Edwards – Maintenance to Parish Council Land	£458.24
Income:	
Precept:	£61,680.00
Allotment Fee	£100.00

Financial position at 31 August 2018: Current account: £9,229 (including unrepresented cheques)
Deposit account: £212,585.96

10. CORRESPONDENCE

KALC - Chairmanship Conference 2018: 13th December 2018.

KALC - The Dynamic Councillor (C101/C111), 22 October 2018.

M20 J3-5 Smart Motorway Scheme Weekend Closure M20 J4 Leybourne to J6 Maidstone Friday 14 September 10pm to Monday 17 September 6am & Friday 9 November (evening) to Monday 12 November (morning).

Kent County Council's 'Household Waste Recycling Centre (HWRC) Consultation' **The consultation runs from 6 September to 1 November 2018.** www.kent.gov.uk/wasteconsultation.

TMBC - National Recycle Week w/c 24 September. Kent Resource Partnership (KRP) will be sending out a plastics recycling leaflet to all households.

Textile recycling company – Lower Village Hall Car Park – We have received a request to put a textiles bin in the village hall car park in return for a set rental fee or a price per ton of textiles. It was suggested that we pass on to James Reid and also repond to say that there would be room next Spring once the other recycling bins are removed.

11. AOB

Cllr Holden asked for an update on the bus stop at Back Lane. The Parish Clerk will check with TMBC.

Cllr Cracknell reported that St Peters had received a grant for the silhouettes for the WW1 remembrance. There will be a special service to commemorate it.

Cllr Cracknell said that she would draft some information about the Local Plan that could go into the parish magazine and onto the website and noticeboards. It will advertise our October PC meeting as an opportunity to find out about the Local Plan.

The meeting closed at 10.05pm.

Signed.....Dated.....

7/18

**MEETING OF THE PARISH COUNCIL HELD
ON TUESDAY 17th JULY 2018 IGHTHAM VILLAGE HALL AT 7.30pm**

There was a 30 minute presentation from Ightham Scouts (Mr Murray and Mr Reid) to Parish Council members prior to the meeting. The presentation was to update the PC on the status of the project, give details of the appointed builders, finances and legal documentation for the new Scout Hut. They asked for approval to start the build. This was formally discussed and approved during the Parish Council meeting.

MINUTES

Present: Cllr Willingham – Chairman, Cllr Holden, Vice Chairman, Cllr Brierley, Cllr Edge-McKenna, Cllr Mitchem, The Parish Clerk, County Cllr Rayner and 5 members of the public.

1. **APOLOGIES FOR ABSENCE** - Cllr Brewer, Cllr Cracknell, Cllr Edwards & Cllr Hall, Borough Cllr Betts
2. **DECLARATION OF INTERESTS** - Cllr Willingham declared an interest in relation to the Applegarth planning application.
3. **MINUTES** - The Minutes of the Meeting held on 18 June 2018 were approved with some minor amendments suggested by Cllr Brewer via email.
4. **UPDATE FROM COUNTY COUNCILLOR** – Cllr Rayner reported that the “Big Conversation” on buses was ongoing. The funding to the subsidised services will be cut by £15 million affecting 3% of the bus services. There will need to be some reduction in services as there aren’t resources available to maintain them however alternatives will be available.
There will be some Minerals Applications coming in over the next few months.
5. **PUBLIC** – A member of public queried the donation for the portaloos mentioned in the previous minutes as it hadn’t been authorised at full Council. The Clerk explained that the request had come in between meetings and had been agreed by email and that we had delegated authority to approve payments under £500 in this way.
A member of public mentioned that the 30mph signs from Exedown to Fen Pond Road were obscured by vegetation, Clerk to report to Kent Highways.
Cllr Parker of Wrotham Parish Council reported that the public meeting held at Ightham Village Hall to discuss the Local Plan on Friday 13th July had gone well with around 150 people in attendance. Cllr Willingham said that he thought that there were less people than this and the hall is only licensed for 120 people. Cllr Parker handed the Clerk a couple of slides with traffic statistics from Les Henry Associates; these had been presented at the meeting to show the effect on traffic in the area if the Borough Green Gardens development were to go ahead. Cllr Willingham said that it was a well conducted meeting.
Cllr Parker of Wrotham Parish Council asked for an update on the speed cameras following the radar survey. The Clerk said that the Parish had agreed and budgeted for 2 speed activated signs and found a supplier. The signs cost around £1,700 each. The Clerk explained that the radar figures had been sent to Kent Highways who said that we had to get their approval and use their signage which would have to be managed by their team if located on highways land. Their signs cost £6,000 each. The Parish Council were therefore trying to establish locations on Fen Pond Road and Bates Hill that were not on highways owned land, wouldn’t be too near to someones house and would be effective at slowing vehicles. This is an ongoing project.

6. PLANNING

TM/18/01478/TNCA – Towan, Mote Road, Ivy Hatch, Sevenoaks, Kent, TN15 0PG.T1 Norway Maple - fell and G2 Leylandii x3 - to fell. “No objection providing Liz Guthrie is content.”

TM/18/01483/FL - Fir Tree House, Ismays Road, Ivy Hatch, Sevenoaks, Kent TN15 0NX.
Extension of the garden boundary wall by 10m adjacent to Ismays Road, to match existing. “No objection but the continuation of the hedge needs attention and the wall should be softened with some planting.”

TM/18/01484/TNCA - The Olde House, Mote Road, Ivy Hatch, Sevenoaks, Kent TN15 0PG.
2x Silver Birch- crown lift to a height of 4 meters. “No objection providing Liz Guthrie is content.”

Signed.....Dated.....

TM/18/01556/TPOC – Acorns, Copt Hall Road, Ightham, Sevenoaks, TN15 9DT. T1 Acer – clear lower branches 1m from roof tiles, T2 and T3 Oak – remove 3 lowest limbs over hanging roof and T4 Oak – remove 1st lowest limb over hanging roof. “No objection providing Liz Guthrie is content.”

TM/18.01440/FL – Applegarth Farm. High Cross Road, Ivy Hatch, Sevenoaks, Kent TN15 ONN. Construction of single storey extension and some internal alterations to existing house. Demolition of existing building. “No objection.”

TM/18/01420/FL – Midsummer Meadow, Sevenoaks Road, Ightham, Kent TN15 9AD. Extension to existing annexe approved under application ref TN/17/01416/FL adding one extra bedroom. “No objection.”

TM/18/01561/FL – South View, Fen Pond Road, Ightham, Kent, TN15 9JF. Demolition of exterior timber framed and weatherboarded stable block, construction of a single storey self contained habitable annexe with ancillary areas (resubmission of TM/17/02453/FL). “We leave it to TMBC to determine.”

TM/87/346/R21 – Ightham Works & Quarry, Sevenoaks Road, Ightham, Kent TN15 9HZ. Request for prior approval to import silica (industrial) sand pursuant to condition 21 of planning permission TM/87/346. “Ightham Parish Council have reviewed the application and have concerns about what is being proposed. We would like the County Planning Authority to check all of the facts outlined in the application and give particular regard to the following:

- The agent's covering letter states that an application will be forthcoming for a dedicated sand quarry. We believe that this application should assume that this quarry is not viable and that this statement is removed from the application letter as it presumes a successful future application.
- There is little evidence that PFA supply is declining and it is a more environmentally friendly substance than Silica Sand. We would ask KCC to request evidence that H&H to supply evidence of the decline in supply of PFA (old coal fired stations have large stock piles of PFA.)
- H&H Celcon are suggesting stockpiling a large quantity of silica sand in the open. Silica sand is believed to be a cause of cancer. Any storage or movement of silica sand (such as conveyor belts) should be covered.
- The application suggests that importation of the silica sand will be 'subject to the existing environmental controls.' The existing controls cover PFA which is an inert substance whereas silica sand is carcinogenic and should be covered by different and more stringent controls.
- Sand is more dense than PFA and so this is an opportunity to reduce the lorry movements using the site access below 340 lorries whilst maintaining the factory output.”

TM/18/01589/TNCA – 2 Elim Cottages, Busty Lane, Ightham, TN15 9HP. Horse chestnut – needs cutting back to top and sides are very overgrown. “No objection providing Liz Guthrie is content.”

TM/18/01559/TNCA Stone House, The Street – T1 Magnolia – crown reduce to previous pruning points and T2 prunus – crown reduce whole crown by approx. 2m. “No objection providing Liz Guthrie is content.”

TM/18/01560/TPCO 2 Fen Meadow, Ightham, Sevenoaks – G1 Mixed hedge, reduce to previous pruning points across top and cut laterals back to form a squared off top screen. “No objection providing Liz Guthrie is content.”

Planning Decisions - Approved

TM/18/01055/TPOC - 2 Beech trees - fell due to structural damage to adjoining building - The Ightham Club.

TM/18/01103/FL - Single storey WC addition beneath existing eaves - 14 Fen Pond Road.

Signed.....Dated.....

TM/18/01105/NMA - Non Material Amendment to planning permission TM 14/00182/FL (Retention and replacement of existing buildings to create a small business centre, comprising 6 buildings (10 separate units) and a works storage facility including 2 replacement sheds and open storage area. Associated works include removal of the existing weighbridge, rubble bund, landscaping works and alteration of internal site access arrangements): Addition to first floor office space and associated fenestration changes to main shed - Crickets Farm.

TM/18/00992/FL - Demolition of existing outbuilding and erection of replacement outbuilding to provide ancillary gymnasium, workshop and garden store – Brackenwood, Pine Tree .

TM/18/00925/LB - Listed Building Application: Replacement of the existing rear extension eaves gutter with a new lead lined valley gutter, cast aluminium hopper head and down pipe on the line of the party wall between Church Cottage and Hillview. Removal of vertical tile hanging to the side elevation of the first floor rear extension to accommodate the abutment of the proposed first floor rear extension to Hillview - Church Cottage, Fen Pond Road.

12. LOCAL PLAN – Borough Green Gardens – Parish View

Cllr Willingham said that the meeting organised by Ightham resident and Wrotham Parish Councillor, Philippa Parker together with speakers Cllr Wendy Palmer from Platt PC, Cllr Pete Gillin, Wrotham PC and Hon Secretary of TM Branch of the Campaign for the Protection of Rural England, County Cllr Harry Rayner, Borough Cllrs Robin Betts and Mike Taylor had been well attended and raised some good questions. He gave thanks to Cllr Parker.

Cllr Willingham said that if we had any planning questions, they should be sent to Steve Humphrey at TMBC.

Cllr Rodney Willingham said that Ightham PC would support the Parish Alliance; Wrotham, Platt and Borough Green in the joint funding proposal to employ professional advisors. The consultation period will begin in September and run for 6 weeks.

The Parish Clerk reported that Cllr Bate from Shipbourne Parish Council had a wealth of planning experience and had offered to come and talk to local parishes about the most effective ways of responding to the Consultation. It was agreed that Ightham would ask for her support and proposed that we got together with other parishes towards the end of the consultation period to formalise a joint response. Parish Clerk to organise a date.

Parish Funding – Cllr Taylor had initially proposed that Parishes use the Keep Boroughs Green account to collect funds to pay for professional fees but Cllr Rayner said that Parishes should hold earmarked funds in their own accounts until they are required. Borough Green, Platt and Wrotham have already earmarked funds (£40k, £20k and £8k respectively) and Cllr Rayner suggested that the electoral role should be used as a basis for calculating donations, however, no expenditure will be made without agreement by Parish Councillors and funds will only be disbursed with consent of Parishes. One of the experts to be retained would be Les Henry Associates who are Highways Engineers. We will also need a Planning Consultant and a Minerals Expert.

Cllr Holden asked how much this would cost and Cllr Rayner gave his best estimate of around £140,000. Meopham may also contribute as they have concerns about the already busy through route to Ebbsfleet.

Cllr Mitchem asked whether we would get funds back if successful, Cllr Rayner said that it would only be likely in the event that there had been negligence and that this would only result in 80% recovery. Cllr Holden suggested that we made a decision on how much to contribute and suggested £16,000 based on other parish contributions. This figure was agreed by all present. It was also agreed that the figure would be reviewed if more funds were needed.

There will be Borough Green Garden City Group Meeting on 21st September in Borough Green Village Hall.

13. MATTERS ARISING

Highways Matters – Update - Overgrown hedge outside Longstead Cottage and at the bottom of Oldbury Lane. Bollard over at the junction of Sevenoaks Road/Oldbury, bollard missing outside Seven Wents, pothole around drain cover at the end of Back Lane/Tonbridge Road, multiple potholes along Mote Road and erosion of roadside between Mote Cottages and Great Budds, pothole around water hydrant on Stone Street Road/Pine Tree Lane junction, leaning fence on the footpath from Ismays

Signed.....Dated.....

Road and encroaching hedge outside Pine Trees. Cllr Edge-McKenna asked for the beeches to be hand weeded again in the recreation ground.

Radar survey results/ Speed calming measures/ Speed monitoring Borough Green Road. A resident had been monitoring speeds on Borough Green Road and estimated that most cars were travelling at excessive speeds. Cllr Holden proposed that we carried out a radar exercise along this stretch of road, this was agreed.

Speed Limit on Oldbury Lane/Spring Lane - nothing to report.

Proposed new Scout Hut/Pavilion– Following the presentation by the Scouts, Cllr Holden confirmed that the Scouts had now met the funding requirements to start building the new scout hut. Evidence of the funding had been passed to Cllr Holden and will be passed to our lawyers. The Parish Council have taken advice from Warners for 3 key documents including the Agreement for Lease, Lease and Licence and these documents are now agreed subject to a few minor amendments and we hope to move forward and sign these over the summer so that the build can start on 3rd September. This was approved. The Parish Council has requested that the car park is kept open during this time and we have requested that traffic is supervised during school drop off and pick up. The Scouts are meeting with the school to discuss this and working with their builders to come up with a workable solution. The area will be fenced off but there will be access to the Tennis Club. We had previously agreed to provide some lighting along the footpath to the tennis club and will coordinate this with the scout project when the electricity cables are being laid. It was confirmed that the Parish Council would pay utilities and this had been built into the rental figure.

Ightham Cricket Club – Request for funding / Registration as an asset – Nothing to report.

Busty Stream/ Flooding – Update - Nothing to report.

Recreation Ground – Painting of football posts/ ROSPA Inspection – The football posts will be painted over the summer and the Rospa Inspection is due any day now. Cllr Edge-McKenna reported that the wet pour is shrinking in places. The Clerk said that the Rospa report would pick this up and we can carry out any other repairs required at the same time.

Broadband – Update - Nothing to report.

Multi Skills Court – Cllr Mitchem had asked for the historical arrangement for the public use of the multi skills court to be checked as she had received several queries from residents as to why it was no longer open out of school hours. The Clerk checked the minutes from 2006 and there was an understanding that the court should remain open at weekends as a village amenity in return for a donation towards building the court. Cllr Holden explained that the reason for closure was to improve security for the school and that there had been some incidences of vandalism of some school equipment. There was a suggestion that there could be a separate entrance to the multi skills court from the recreation ground and the Clerk was asked to approach the Headmaster to see whether he thought that it would be acceptable option.

Bus Stop – The Clerk had received a call from TMBC to say that the bus stop at Back Lane was dangerous and KCC were looking into moving it. Cllr Willingham to talk to Mitchells to see whether they would be happy to have it on their land a bit further up.

14. FINANCE & POLICY

Online banking - The Clerk to action over the summer. Cllr Holden said that we should consider a 4th account.

Data Protection - Nothing to report.

Standing Orders – Clerk to update in conjunction with Financial Regulations over the summer.

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

Parish Clerk Salary, Tax & Expenses July	£647.22
Parish Clerk Salary & Tax August (post dated)	£615.20
Gel Creative - Website June	£40.00
JH Estate & Garden Services Limited – Verges and Recreation Ground Grass cutting June	£456.00
TreeAbility – Treeswork in lower village hall car park	£1,008.00
St Peter's Church – Printing of Local Plan Leaflet & July Parish Magazine	£71.75
E-on – Electricity Bill	£44.72
EDF – Electricity Bill at Pavilion (to be queried)	£363.52
Latitude – Professional Fees re Scout Hut	£2,400.00
Warners – legal Fees for the Tennis Lease	£756.00
Water Choice – Water Bill at Pavilion	£13.96
Edmundson – Postage of parts for lights at the rec	£8.50

Signed.....Dated.....

Income: Allotment Fees

£100.00

Financial position at 30 June 2018: Current account: £16,454 (including unrepresented cheques)
Deposit account: £212,567.

10. CORRESPONDENCE

The Big Conversation – Public Consultation on Rural Transport 13th June – 7th August
www.kent.gov.uk/bigconversation. Clerk to circulate.

Request to use the football pitch for an Ightham u14's girls team in a Sunday league. The Parish Council have no objection to this and suggested that we email back and ask them to contact the Football Club.

Remembrance Day Silhouette Installation Grants grant funding for silhouettes to support Remembrance Day activities for the centenary of the First World War. (Sent to Tim Hatwell)

Highways England - Operation Stack Listening Exercise - deadline 22 July
<https://highwaysengland.citizenspace.com/he/solutions-to-operation-stack/>

Castle Water 1 July 2018 – Letter to say that our water service to Pavilion is now provided by Castle Water.

PPP 2018/9 Schedule of meetings and Service Directory

KCC Rights of Way Improvement Plan – Consultation, ends 12th September 2018.

The Clerk was asked to circulate this.

11. AOB

Cllr Holden reported that Cllr Edwards was unwell and unlikely to attend any Council meetings in the near future. Cllr Willingham will do a card on behalf of the Parish Council.

Cllr Mitchem reported that the Open Gardens raised £5,700 and had been very well attended.

Cllr Willingham reported that Edmundsons could post the light fittings for the lights in the rec at a cost of £8.50, this was agreed and the cheque added to the transactions for July.

The meeting closed at 9.45pm.

Signed.....Dated.....

6/18

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD
ON TUESDAY 19th JUNE 2018 IGHTHAM VILLAGE HALL AT 7.30pm**

Present: Cllr Holden (Vice Chair & Acting Chair), Cllr Brewer, Cllr Cracknell, Cllr Edge-McKenna, Cllr Edwards, Cllr Mitchem, County Cllr Rayner, Borough Cllr Betts, The Parish Clerk and 3 members of the public

1. **APOLOGIES FOR ABSENCE** - Cllr Brierley, Cllr Hall, Cllr Willingham.
2. **DECLARATION OF INTERESTS** - None
3. **MINUTES** - The Minutes of the Meeting held on 15 May 2018 were approved and signed as a true record.
4. **UPDATE FROM BOROUGH COUNCILLOR, COUNTY COUNCILLOR, PCSO**

Cllr Betts reported that there were ongoing problems with the recycling facility overflowing in the lower village hall car park. The situation is unacceptable and he has taken this up with the Leader of Waste Services and the Leader of TMBC. Reasons given are that one of the collection lorries has been out of action and missed the collections and it is possible that commercial operations are using the facility.

There is a separate collection for cans and bottles which explains why some of the bins are often empty whilst others are overflowing. The Parish Council would like this to go onto the agenda at the Street Scene and Leisure Committee as our Parishioners expect a good service which we are not currently receiving; it is also a health and safety matter. Cllr Betts said that the new commercial contracts will be awarded in April 2019 and the facility is then likely to disappear as recycling will be collected from the kerbside. The Parish Council would like a response from TMBC regarding the matter so that it can be published on our website.

Cllr Betts said that the M20 smart motorway works are underway and that there will be some closures and lane narrowing. The Clerk was asked to circulate the timetable.

Cllr Rayner said that KCC had just launched "The Big Conversation" about buses; they are looking to reduce the size of some of the buses on quieter routes which would give better value for money. There are a series of meetings planned including one for Parishes on 5th July at Hadlow Manor and one for members of the public in the evening at Borough Green Village Hall. Cllr Rayner gave an update on Operation Stack and the proposed lorry park. Following a Judicial Review, plans were retracted for the original proposed park to the West of Folkestone. KCC are now running a Consultation and there are proposals for smaller lorry parks throughout Kent and a scheme for movable barriers on the M20. The Clerk was asked to publicise the Big Conversation and Operation Stack on the website.

Cllr Rayner commended that the PCSO never attends the Parish Meetings although attends meetings of other Parishes and suggested that we wrote and asked why.

5. PUBLIC

Deferred as the question was in relation to the Local Plan.

6. PLANNING

Planning Applications

TM/18/01166/FL – Beaconsmount Close, Pine Tree Lane, Ivy Hatch. Demolition of existing house and erection of replacement dwelling with detached car port and stable. "No objection, we leave it to TMBC to determine."

TM/18/01055/TPOC – The Ightham Club, Sevenoaks Road, Ightham. Fell both trees in sections to near ground level due to structural damage. "No objection."

TM/18/01103/FL – 14 Fen Pond Road, Ightham, Sevenoaks. Single storey WC addition beneath existing eaves. "No objection."

TM/18/01222/FL - The Spinney, Common Road, Ightham, Sevenoaks, Kent TN15 9AX. Demolition of existing conservatory and adjoining extension; erection of new single storey rear extension; new bathroom window in existing gable. "No objection."

Signed.....Dated.....

TM/18/01240/FL - Woodford Old Lane Ightham Sevenoaks Kent TN15 9AH. Section 73 application for the variation of conditions 1 (time limited and personal condition), 2 (restore site when temporary consent expires) and 4 (number of caravans) pursuant to planning permission TM/11/01444/FL (Variation of conditions 1 and 2 on TM/07/01238/FL: Change of use for stationing of two caravans for residential use, fencing and sheds for occupation by a single gypsy family). "Objection" .The Clerk was asked to circulate our previous responses to determine the grounds for objecting.

Planning Decisions

Approved

18/00771/NMA - Non material amendment to planning permission TM/14/00182/FL (Retention and replacement of existing buildings to create a small business centre, comprising 6 buildings (10 separate units) and a works storage facility including 2 replacement sheds and open storage area. Associated works include removal of the existing weighbridge, rubble bund, landscaping works and alteration of internal site access arrangements): Revisions to office building comprising fenestration changes and internal layout, provision of external steps for means of escape, additional retaining to bank at rear of the building and separation of retaining wall from the building - Cricketts Farm, Borough Green Road.

18/00639/FL - Two storey front and side extension - The Cottage, Redwell Lane.

18/00482/FL - Replacement pool building - Two Trees House, High Cross Road.

18/00396/FL 17/01268/FL - Re-development of the site comprising of demolition of existing indoor riding arena, removal of an external sand school and the erection of a new two storey dwelling with associated engineering works, access, parking, landscaping and ecological enhancement works - Barnfield Cottage, Stone Street Road.

18/00880/TPOC - T1 Horse Chestnut - Pollard at 15 feet, G1 Ash, Beech x2, Cherry - Crown reduce whole crowns by approximately 2m - The Barn, Ightham Court.

18/00851/TNCA - T2 Oak - Fell to ground level due to the impact the tree and tree roots are having on the existing feature lawn and surrounding wall. Client will plant a new established tree elsewhere in the grounds - Ightham Warren, Tonbridge Road.

18/00776/FL - Construction of external staircase - 7 Walker Place, Ightham.

18/00631/FL - Proposed single storey side extension - Hemmings Bank, Oldbury Lane.

18/00560/FL - Extension to rear courtyard/beer garden and provision of seating and planter boxes with attached lantern style lighting - George And Dragon.

17/01598/RD - Details submitted pursuant to conditions 7 (archaeology) and 9 (b) and (c) (site investigation) of planning permission TM/16/00933/FL (Conversion and extension to Barn 6 to part use as self-contained restaurant/cafe (A3) and part office (B1); erection of Barn 3 abutting Barn 2 as part additional self-contained Gym (D2) and part office (B1); New sub-station, and bin store to rear of Barn 4 (amendment to planning permission TM/14/00182/FL)) - Cricketts Farm.

17/01597/RD - Details submitted pursuant to condition 14b and 14c (Site Investigation) pursuant to planning permission TM/14/00182/FL (Retention and replacement of existing buildings to create a small business centre, comprising 6 buildings (10 separate units) and a works storage facility including 2 replacement sheds and open storage area. Associated works include removal of the existing weighbridge, rubble bund, landscaping works and alteration of internal site access arrangements) - Cricketts Farm.

Refused

18/00425/FL - Extension to existing annexe approved under application TM/17/01416/FL adding two bedrooms - Midsummer Meadow, Sevenoaks Road.

Withdrawn

Signed.....Dated.....

18/00892/LDP - Lawful Development Certificate Proposed: Single storey side extension under overhanging eaves of existing porch area - 14 Fen Pond Road.

8. LOCAL PLAN

The draft Local Plan was circulated to Parishes prior to the Planning and Transportation Advisory Board (PTAB) on 5th June. One of the key areas in Tonbridge & Malling for development is Borough Green Gardens which will be completed in 3 phases and will comprise 3,000 houses in total, a relief road from the Dark Hill roundabout to A20 at Nepicar, 2 primary schools and provision for secondary education and healthcare. Cllr Holden said that he had spoken with Cllr Willingham and concluded that Ightham Parish Council needed to have a view on the Local Plan (the Plan) which is still in draft format. If we are opposed to the Plan we need to consider whether Ightham Parish Council makes a contribution to the joint villages "fighting fund".

Some of the comments were as follows:

It is such an important issue and it would be unacceptable to sit on the fence, we should highlight the areas of concern and reach a consensus on our approach.

There is huge pressure from central government to build new houses and we need to accept that there will be some development however it needs to be balanced against the pressure on the existing infrastructure.

Resources should also be put into roads, railways, schools, doctors and utilities.

We need to ensure that the design of such a large scale development is decent.

Such a large scale development would change the character of the area enormously.

The current infrastructure would be unable to cope with such a large development; the roads are already busy.

It is in metropolitan green belt and once this is lost it will never be recovered.

The bulk of the development is in Borough Green although some of it is in Ightham and it would affect the infrastructure in Ightham.

Our electorate is 1,600, Borough Green is 4,000 therefore 3000 extra houses will turn the village into something much larger.

The biggest impact will be on A25 and will increase pressure at Bat & Ball and on A227; the relief road will just concentrate the traffic for the new houses.

We should not accept this development but rather than rejecting the plan outright, we should come up with an acceptable scale of development.

Cllr Parker from Wrotham Parish Council urged the Parish Council to read the whole plan from cover to cover in order to make an informed decision and said that Borough Green had held a public meeting last week to inform parishioners what the plan will mean and asked whether Ightham would be doing the same? Would the Parish Council object to a member of public holding a meeting to outline the plan and would the Parish Council send a representative?

Cllr Cracknell said that we didn't disagree with disseminating the information but would have to be careful how the information was presented so as not to be biased. Cllr Holden said that the idea of making information available was good but we would be unable to take all views into account.

It was decided that the best way of giving parishioners information would be to put a leaflet with details of the outline proposal into the August Parish Magazine which goes to every household. We will encourage feedback. We will also put some information onto the website.

Cllr Betts confirmed that there would be no TMBC meetings for members of the public.

Cllr Betts said that the key area for Ightham to consider is the Darkhill roundabout as it will have the most impact. The whole area being developed is green belt, some of which has been quarried. Some of the land in Ightham is in AONB. The private road coming off the Darkhill roundabout will become a public road "the relief road" under the proposals; this is already a busy area without an additional 3,000 new homes. Cllr Betts said that taking into account the views of Wrotham, this is over development as the infrastructure is already under pressure. A recently commissioned report stated that the Darkhill roundabout is already at capacity. Cllr Betts said that now the plan is under discussion, Ightham needs to have a view; his thoughts on behalf of the parishes that he represents is that the Borough Green development represented a wholly disproportionate allocation of the housing needs as 3,000 new houses make up 44% of the allocation in the whole Borough. The infrastructure would be unable to support such a large scale development. He believed that the whole Borough is getting so busy and that the responsibility for new housing should be shared fairly. The Borough Green development is 300% larger than the next largest development proposed (South

Signed.....Dated.....

Aylesford). Cllr Betts has asked Steve Humphrey (Director of Planning, Housing and Environmental Health at TMBC) to produce a graph showing the breakdown of proposed developments per area so that people would be able to understand what we are facing. He also pointed out that green belt isn't mentioned in the plan, it is referred to as "despoilt land". There needs to be special circumstances to take land out of green belt. Cllr Betts finished by saying that we need to balance the need for housing against quality of life and need to protect the green belt and AONB.

Cllr Rayner said that there is no money available for infrastructure and the developers would be looked to for its provision. Water has to be provided under statute. He mentioned that the Plan cuts across The Kent Waste and Minerals Plan (KWMP) and some of the areas that we are dependant on are likely to be lost. As part of this proposal, the Eastern end cannot be used until the minerals have been extracted. Some of the development will be on sites that have been quarried and consideration should be given to the 3.5 milliom cubic meters which will need to be filled in order to build; this will involve a lot of vehicular traffic giving rise to the question, is it sustainable?

Cllr Rayner also mentioned that the proposals for 2 schools indicated a higher level of housing, ie 4,000 plus. We need to consider the impact on the AONB. KCC currently has a deficit of £15 million plus and there is no money for additional roads or widening of the A25 or A227. He thought that we should be considering the impact on residents using Sevenoaks and Hildenborough stations and where the new households were going to find employment and get to their place of employment.

Cllr Rayner said he supported IPC's position in which it had agreed not to organise a public meeting, as it traditionally had not previously done so, unlike some other parishes.

Other parishes are opposing the plan on the basis that it is green belt and AONB (10%). Sevenoaks District have refused to build on green belt and approached TMBC to take up some slack under the duty to co-operate. Do we want to give up green belt?

Cllr Rayner indicated his best estimate to engage appropriate legal, planning and other technical representation to prepare a number of reports and then represent the combined parishes before an Inspector from the Planning Inspectorate, who will examine and report upon the T&M new Local Plan to the Secretary of State was about £140K.

The next stage is that the Plan will go to the next PTAB on 3rd July. There may be some minor changes afterwards and it will go to Cabinet on 3rd September and then on to Full Council on 12th September where it will become adopted. Towards the end of September the Plan will go out to public consultation, and at this point the Parish Council and members of the public will have a chance to have their say.

Cllr Holden summarised our position:

IPC will include a flyer in the Parish Magazine which will be our opportunity to communicate the Plan.

We will not hold a public meeting.

Do we agree that the number of houses proposed is disproportionate? We took a vote and 5/6 agreed that it was disproportionate.

Do we wish to concede green belt? We took a vote and 5/6 did **not** wish to concede green belt.

We need to decide whether we align ourselves with other parishes and decide whether we would contribute toward funding a professional planning consultant. We took a vote and 5/6 were supportive of considering contributing towards a fund if appropriate.

Are there any other options for development, ie any brownfield site opportunities?

The matter will be discussed further at our July meeting.

MATTERS ARISING

Kent Highways: Road closures:

Exedown Road, Ightham between Terrys Lodge Road and Kemsing Road. Road surface improvement works are programmed to start on the 25th June 2018 from 7am to 7pm.

Fen Pond Road, Ightham between Boundary House and Kemsing Road. Road surface improvement on the 20th June 2018 for 3 days between the hours of 7am and 7pm.

Highways Matters – Update - Radar survey results/ Speed calming measures – Nothing to report.

Speed Limit on Oldbury Lane/Spring Lane - No update.

MR418 –New proposed diversion. We have now received an amended footpath layout and it was agreed that it was a sensible diversion and that we would raise no objection.

Signed.....Dated.....

Proposed new Scout Hut/Pavilion– Lease and payment of funds – We are awaiting comments from the scouts on the legal papers and also a proposal for staged payments. Football Licence – The Football Club will be attending the July meeting to ask questions about the use of the pavilion and pitch during the works and to discuss pitch levelling using the spoil from the building project.

Ightham Cricket Club – Request for funding / Registration as an asset – Update from Warners to be reported at the next meeting.

Busty Stream/ Flooding – Update - Letter to KCC – Report at the next meeting

Recreation Ground – Painting of football posts – due to be done during the summer. Cllr Holden reported that children were still swinging on the football posts which is dangerous. The Clerk will email the school again.

Broadband – Update - Cllr Rayner has taken this up with residents from Ivy Hatch.

Litter – Initiatives to tidy the village – Cllr Cracknell reported that the village litter pick was scheduled for 23rd June.

Ightham Open Gardens 2018 – The Parish Clerk was asked to locate some of the signage that had been used at the previous event.

Multi Skills Court – To be discussed at the July meeting.

Meeting with O’Keefe – Cllr Holden reported that he had met with O’Keefe at their offices to discuss the proposal to turn one of the farmhouses into office space. It is a listed building. We will await the plans but probably wouldn’t raise any objection as the building is currently empty.

Split Ash Tree - Lower village hall car park – We have received a quote to fell the tree, it was agreed that this should come down as it is dangerous and overhanging the plastics recycling bin. The Clerk will email TreeAbility to ask them to take it down.

Cllrs Cracknell and Brewer left the meeting at 9.50pm.

9. FINANCE & POLICY

Online banking - Defer until July meeting.

Data Protection - We have received notification from NALC to say that Parishes are exempt from appointing a DP Officer.

Standing Orders- Defer until July meeting.

The following accounts were submitted for payment: Proposed by Cllr Edwards and seconded by Cllr Edge-McKenna.

Parish Clerk Salary & Expenses	£687.91
Gel Creative - Website May	£40.00
Anthony Edwards – Maintenance to Parish Council	£446.40
Anthony Edwards – Maintenance to churchyard	£688.00
Deco-Rite – External decoration of noticeboards	£125.00
EDF Energy – Electricity at pavilion	£30.64
BHIB Insurance Brokers – Insurance Policy renewal	£1,359.11
Oaks Plant Hire – Portaloos for Ightham Circus Event	£220.80
JH Estate & Gardening – Grass cutting	£816.00
Bob Lee-Amies – Work at recreation ground and war memorial	£710.72
RBS Rialtas - New Financial Management Package	£639.00
Anthony Edwards – Maintenance to Parish Council Land	£344.50
Anthony Edwards – Maintenance to churchyard	£559.20
TMBC – Building control for Scout Hut	£519.60
Ferncroft – Internal audit of accounts	£288.00

Signed.....Dated.....

Income: Allotment Fees

£50.00

Financial position at 31 May 2018: Current account: £23,283.39 (excluding unrepresented cheques)
Deposit account: £212,559.17

10. Approval of the Annual Governance Statement – The Annual Accounts have been audited and approved by our Internal Auditor who has submitted a report. The Annual Governance Statement was approved and signed by Cllr Holden and the Parish Clerk.

11. Approval of the Accounting Statements – The figures have been checked and approved by the Internal Auditor and signed by the Parish Clerk. The Accounting Statements were signed by Cllr Holden.

12. CORRESPONDENCE

Annual Councillors' Conference 2018, 10 July 2018 – Faversham

The Big Conversation – Public Consultation on Rural Transport 13th June – 7th August

www.kent.gov.uk/bigconversation and public meeting on Thursday 5th July, Borough Green Village Hall 7-9pm

NHS West Kent Commissioning Group - The out-of-hours GP-led service will relocate from Sevenoaks

Community Hospital to Pembury from 1 June 2018, however, it will continue to operate from Tonbridge Cottage Hospital until 1 September 2018.

Request to use the football pitch for an Ightham girls team, possibly an under 14s side in a Sunday league

Remembrance Day Silhouette Installation Grants grants can fund up to 10 silhouettes to support Remembrance Day activities for the centenary of the First World War. (Sent to Tim Hatwell)

GDPR Seminar - Kent County Council on 28th June 2018. There are two sessions to choose from – one in the morning and then a repeat in the afternoon. The sessions are being held at County Hall in the Lecture Theatre.

Highways England - Operation Stack Listening Exercise - deadline 22 July

<https://highwaysengland.citizenspace.com/he/solutions-to-operation-stack/>

Update on M20 Junctions 3 to 5 Smart Motorway Project: narrow lanes, overnight closures and 50mph cctv

13. AOB

The Clerk reported that the height restriction barrier had been damaged during the music festival and the Scouts were getting a quote to have it repaired and asked whether the Parish would contribute. Cllr Holden said that we would take a view once we had received a quote.

The meeting closed at 10.03pm.

Signed.....Dated.....

5/18

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD
ON TUESDAY 15th MAY 2018 AT IGHTHAM VILLAGE HALL AT 7.30pm**

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

ANNUAL GENERAL MEETING

Election of Chairman - **Cllr Willingham** – Proposed by Cllr Edwards and seconded by Cllr Brierley
Election of Vice Chairman – **Cllr Holden** – Proposed by Cllr Mitchem and seconded by Cllr Edwards
Election of Working Groups and Representatives:

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

Cllr Willingham gave thanks to everyone for their support over the last year.

1. **APOLOGIES FOR ABSENCE** – Cllr Hall and Cllr Betts
2. **DECLARATION OF INTERESTS** - None
3. **MINUTES** - The Minutes of the Meeting held on 17 April 2018 were approved and signed, a couple of typos were amended in manuscript.
4. **UPDATE FROM BOROUGH COUNCILLOR** - Nothing to report
5. **UPDATE FROM COUNTY COUNCILLOR** – Cllr Rayner said that he recently attended the Growth, Economic Development and Communities Cabinet Committee where there was an item on rural broadband. Cllr Rayner took this item up as he had received comments from Ightham residents in Ivy Hatch, Nutfields and Fen Meadow to say that they did not currently have access to superfast broadband. Cllr Rayner had been in contact with the Nutfields Residents Committee and now has information they will have access to superfast broadband in the next few months; a cabinet had been installed a while ago but it wasn’t compatible with the exchange at Borough Green. Cllr Rayner also confirmed with BT that there would be a fibre optic line running from the commercial estate in Kemsing to supply Fen Pond Road and Fen Meadow; there will be a subsidy available from KCC in the form of a voucher scheme. Date to be confirmed. The last area in Ightham to have access to superfast broadband will be Ivy Hatch, there is a discussion about having a feed from the box at the edge of Plaxtol. Cllr Holden asked about the box at the end of Back Lane and Cllr Cracknell asked about the possibility of taking a feed from the Fairlawne Estate as there are plenty of verges along the roadside into Ightham from there. Cllr Rayner suggested that we formally write to him with the suggestions copying in Tom Tugendhat MP, so that these possibilities could be investigated.
6. **UPDATE FROM POLICE** – Cllr Willingham had met PCSO Mark Thomas who had been regularly stationed at Plaxtol School to monitor parking. It was suggested that the Head at Ightham school may want to contact him to do something similar in Oldbury Lane.
7. **PUBLIC** – A member of public reported a deep crack that had appeared in the road between Haul Road and The Ightham Bypass – Parish Clerk to report.
8. **PLANNING**

18/01055/TPOC - Beech Tree - fell in sections to near ground level due to structural damage - The Ightham Club, Sevenoaks Road. “Support”

18/00992/FL - Demolition of existing outbuilding and erection of replacement outbuilding to provide ancillary gymnasium, workshop and garden store – Brackenwood, Pine Tree Lane. “No objection.”

18/00925/LB - Listed Building Application: Replacement of the existing rear extension eaves gutter with a new lead lined valley gutter, cast aluminium hopper head and down pipe on the line of the party

Signed.....Dated.....

wall between Church Cottage and Hillview. Removal of vertical tile hanging to the side elevation of the first floor rear extension to accommodate the abutment of the proposed first floor rear extension to Hillview - Church Cottage, Fen Pond Road. "No objection."

18/00892/LDP - Lawful Development Certificate Proposed: Single storey side extension under overhanging eaves of existing porch area - 14 Fen Pond Road.

18/00894/FL - Single storey side extension - 19 Nutfields. "No objection."

18/00776/FL - Construction of external staircase - 7 Walker Place. "No objection."

18/00880/TPOC - T1 Horse Chestnut - Pollard at 15 feet, G1 Ash, Beech x2, Cherry - Crown reduce whole crowns by approximately 2m - The Barn, Ightham Court, Fen Pond Road. "No objection"

Planning Applications Approved

18/00631/FL - Proposed single storey side extension - Hemmings Bank, Oldbury Lane.

18/00460/FL - Erection of timber, tiled and double glazed garden room - 18 Nutfields.

18/00382/FL - Subdivision of plot to separate Old Rectory Cottage from The Old Rectory. Construction of a new single storey orangery, internal modifications to create four bedroom dwelling including removal of one chimney and hipped dormer, the addition of five new dormers, three conservation roof lights and alterations to the fenestration - Old Rectory Cottage, Rectory Lane.

18/00309/FL - Erection of chimney - 18/00310/LB - Listed Building Application: Internal alterations including new door opening at ground floor, provision of opening at first floor to create en-suite, removal of wooden shop floor and replacement of missing rail to staircase balustrade. External alterations and repairs, including erection of chimney and installation of soil vent pipe - Stone Cottage, The Street, Ightham, Sevenoaks, Kent TN15 9HH.

18/00440/FL - Amendment to planning permission TM/17/01191/FL (turn the oak-framed garages and bedsit into 3 bed house) to include new Velux rooflight, infill of existing garage and new windows - Trycewell House.

Planning Applications Refused

18/00496/LDP - Lawful Development Certificate Proposed: The siting of a caravan/mobile home -

18/00445/FL - Erection of timber pre-fabricated accommodation for elderly relative ancillary to residential dwelling - 1 Nutfields.

9. MATTERS ARISING

Kent Highways: Road closures: Exedown Road 25 June. Fen Pond Road from Boundary House 20-23 June. Potholes to be reported: Jubilee Crescent, Ismays Road, Back Lane, opposite Longcroft.

Highways Matters – Update - Radar survey results/ Speed calming measures –The Parish Clerk had received an email from KCC to say that if we have a speed indication device on highways owned land it has to be provided by KCC's supplier at a cost of £6,000 per device. Cllr Rayner said that we should challenge this and asked for a copy of the email. The speed indication device that we had identified is £1,700. It was decided that we should try and identify parish owned land that we could put a device on. It was also agreed that it would be better to have a device that displayed the speed rather than a slow down message. The potential sites are on Fen Pond Road and near to Copt Hall.
Speed Limit on Oldbury Lane/Spring Lane - The Clerk had sent an email to Cllr Rayner with a 20mph request and Cllr Rayner confirmed that it has been received but advised that it would be a long process.

MR418 – Update – We have received no further papers. A member of public said that the small pathway from Old Lane was very overgrown. Parish Clerk to contact PROW.

Proposed new Scout Hut/Pavilion– Lease/Licence - We have received the draft lease from Warners with some comments. These were relating to VAT liabilities, Insurance and breach of terms. It was suggested that we ask Warners to draft some suitable wording. We have also received a draft of the agreement for lease; it was agreed that this should be sent to the Scouts for their comments. The process of the Parish Council payments needs to be discussed and agreed and the general consensus was that the payments should be made in stages rather than in a lump sum.

Signed.....Dated.....

We have been asked by the Scouts whether we could pay the building control fees which amount to around £1,500. It was agreed that we could make this payment as the Parish Council had agreed to pay planning fees at the outset of the project. Following a discussion it was also agreed that any other fees, including the invoices to be signed at this meeting for the asbestos survey and the mapping survey, should come out of the £80,000 donation. The Parish Clerk was asked to write to the Scouts informing them of the points discussed. The Parish Clerk will also keep a spreadsheet of expenses going forward.

Ightham Cricket Club – Request for funding / Registration as an asset - The Clerk has been in touch with the Cricket Club about ownership and to let them know that we wanted to register it as a Community Asset. Awaiting a response.

Busty Stream/ Flooding – Update - The Flood Forum have had a multi-agency meeting including with representatives from JBA who have been retained by KCC to investigate flood resistance measures. Some properties may be eligible for a grant and a letter has gone to 90 properties asking those affected by the flood to get in touch to have a survey done. The grant will be available for those properties that were flooded and neighbouring properties.

Cllr Holden said that one of the initiatives that had been suggested by residents, following the recent heavy rainfall, was a trash screen at the culvert north of A25 as this would potentially protect the village. Cllr Cracknell said that this idea had been squashed by KCC as it would be cost prohibitive as the screen would have to be custom made; it would run into hundreds of thousand to make and maintain. Cllr Holden commented that the only positive action that has been taken in the 2 years since the flood happened has been by the residents. Cllr Cracknell asked whether we should write to KCC to say that we are disappointed with the progress. Cllr Cracknell said that KCC are proposing to install a flood flow monitor which would alert residents if the water levels are rising; this will involve an ongoing annual maintenance charge of £500.

The Flood Forum Group have also set a date for the second clean up of the Busty which will be on 23rd June; Cllr Cracknell suggested that we make it a village wide event as we will have equipment, risk assessments and bins from TMBC. Agreed. Notice to go into the parish magazine.

Recreation Ground – Football posts – potholes in car park - Circus – The goal posts have yet to be painted. A reminder needs to go to school children not to swing on the posts. Cllr Edge said that the pop up circus at the recreation Ground had raised over £1000 for the school. The Clerk passed on thanks from the PSA for paying for the portaloos.

Broadband – Update - See above

Local Plan – Update – Cllr Betts had sent a note asking for the PC to have a view on the local plan. We will await the draft plan which is due at the beginning of June. There will be a Parish Partnership Panel meeting on 14th June, and the Parish Clerk will go along and report back at the next meeting.

Litter – Initiatives to tidy the village – See above.

Ightham Open Gardens 2018 – Cllr Mitchem reported that 6 gardens are taking part and the event is on 1st July.

Ightham Music Festival – Cllr Willingham said that the lower hall would not be available this year as we have the parish archive.

9. FINANCE & POLICY

Online banking – Unity Trust Bank. Parish Clerk has details of Barclays Business Bank and will find out what is involved in setting up a new account. Cllr Cracknell also suggested Metro Bank. Clerk to pursue.

Data Protection - New Regulations due May 2018 – The Clerk said that all Councillors must have a separate email account for Parish emails; pending this, no information would be sent that contains personal details. The Clerk had used the NALC Toolkit to draft a privacy policy that can go onto the website and also suggested sharing the cost with Shipbourne Parish Council for a lockable cabinet to store paper documents at home.

Insurance Policy – The Clerk had received the renewal papers and the premium is £200 cheaper than last year. The Clerk will also get a quote from Came and Company who provide Parish insurance.

Standing Orders – Cllr Holden said that we should include details of how we safeguard our finances. It was agreed that we should adopt the new Standing Orders with this included and the same debating rules as in the current standing orders.

Risk Assessment – The revised risk assessment with list of assets was circulated and it was agreed that it should be put onto the website. There maybe some additional information from the Flood Forum Group but this can be added at a later date.

Signed.....Dated.....

Accounts – Review – The Parish Clerk has a meeting with the Internal Auditor next week with a view to the accounts being signed off at the June meeting. There is also a meeting with RBS Alpha to set up the new accounts package in June.

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

Parish Clerk Salary & Expenses	£729.76
HMRC – Employer Tax	£9.40
Gel Creative - Website April	£40.00
40Seven – Underground utility mapping	£2,406.00
Ightham Village Hall – Hire	£270.00
Asbestos Services – Survey of pavilion	£420.00
Robert Lee Amies – Work at rec and war memorial	£359.53
KALC – Balance of Planning Seminar	£18.00
KALC – Cilca Training & Encryption Seminar	£138.00
JH Gardening Services - Recreation Ground	£336.00
Citizens Advice NW Kent – Donation	£100.00
TreeAbility – Larch in recreation ground	£252.00
GA Willingham – Clearing Busty Stream & Noticeboard repairs	£350.40

Income:

Financial position at 30 April 2018: Current account: £1,730.58 (unpresented cheques £3,748.97)
Deposit account: £242,549.58

10. REPORTS FROM MEETINGS: Parish Alliance/ KALC/PPP/JPCTCG – The Clerk reported that the Local Plan had been discussed at the KALC meeting and had circulated the papers.

11. CORRESPONDENCE

- Harpwood Care Home – Plans for demolition and replacement of care home with new 80 room state of the art home. – The Clerk had sent a response to Cllr Taylor giving support for this potential development.
- New NALC Pay scales – Clerk to circulate.

12. AOB

Cllr Edge said that the weeding of the beech hedging needed to be done by hand. Cllr Willingham will talk to James Hayward.

Cllr Holden said that the area between the car park and fence in the recreation ground hadn't been cut. Cllr Willingham will talk to Bob Lee-Amies.

Cllr Mitchem said that she had received several complaints from residents about the multi-skills court being locked at weekends. Cllr Holden explained the reasoning and the importance of keeping the school site closed. Cllr Mitchem asked about an alternative access. It was decided that this should go on the agenda for next month. The Parish Clerk was asked to find out about the historical arrangement.

Cllr Brierley said that dogs were able to get underneath the school gate and it was difficult for owners to get them back; Cllr Willingham suggested that some wire could be put on the bottom of the gate.

Cllr Willingham reported that the edging along the car park at the village hall had eroded.

Cllr Cracknell reported that the recycling area is full again. Clerk to report to TMBC.

The meeting closed at 9.59pm.

Signed.....Dated.....

4/18

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD
ON TUESDAY 17th APRIL 2018, IGHTHAM VILLAGE HALL AT 7.30pm**

1. **APOLOGIES FOR ABSENCE** - Cllr Brierley & Cllr Hall
2. **DECLARATION OF INTERESTS** - None
3. **MINUTES** - The Minutes of the Meeting held on 20 March 2018 were signed as a true record of that meeting.
4. **UPDATE FROM BOROUGH COUNCILLOR** - Cllr Betts said that the draft Local Plan would be presented to the Planning and Transportation Advisory Board (PTAB) on 5th June and would be published around 5 days beforehand. Views will be put forward at that meeting and there will follow a consultation period. Cllr Taylor had circulated an article asking for Parish Alliance members to retain legal representation to fight the potential development of Borough Green Garden City but at this stage we have no idea whether it will be included in the plan so Councillors felt that it was inappropriate to make a comment or any financial commitment at this stage. If BGGC is not in the plan, it will not be an issue. The concern is that if BGGC is included in the draft plan, it would be difficult to get it removed. The Local Plan will need to be finalised before the end of the year or risk being subject to additional housing requirements as set out in the recently published National Planning Policy Framework (NPPF). This would mean that new housing per year would rise from 627 to 856. As The Secretary of State has indicated that if the Local Plan is agreed by the end of December then TMBC would not be subjected to the increased number, TMBC are under time pressure to agree the plan by this deadline. On 5th June, the PTAB will decide to advise the Cabinet Member for Planning and Transportation whether the plan should go forward and he will then make a recommendation for it to go forward to TMBC or make any changes. There will then follow a consultation period. Cllr Rayner reminded the Council that Cllr Betts and Cllr Coffin were the Borough representatives for Ightham. Cllr Betts reported that he had received a query from a resident about permitted development rights being withdrawn and recommended that TMBC are contacted in such circumstances.
5. **UPDATE FROM COUNTY COUNCILLOR** – Cllr Rayner said that the changes to the bus timetables would be far less drastic than originally anticipated due to some additional funding being found. The savings now necessary are £150k and KCC are talking to operators and think that savings can be made by improving efficiency. Cllr Rayner has recently written an article on lorry fly parking although the problem is minimal in Ightham. If the BGGC proposals go forward then a lot of the land will cover the mineral extraction sites which fall under the remit of KCC. Cllr Rayner said that he would be seeking representation if there were to be an adverse impact on the Kent Waste and Minerals Plan. Cllr Edge-McKenna asked about the Oldbury Lane junction; Cllr Rayner said that the traffic numbers had been taken and work was being done to come up with a design for improvements to the junction. If it isn't a roundabout then it will be another type of arrangement.
6. **UPDATE FROM POLICE** – Nothing to report.
7. **PUBLIC** – A member of public reported that school parents are parking in Spring Lane. As this is a public highway, there is little that we can do about this. The school regularly send notes requesting parents to park in the recreation ground.
8. **PLANNING APPLICATIONS**

TM/18/00668/FL – Longcroft Lodge, Oldbury Lane, Ightham, TN15 9DE. Demolition of existing bungalow, stables and garages and erection of 2 no. four bedroom houses and detached garages. "No objection but we have concerns that 2 houses on the plot may constitute "cramped overdevelopment"."

TM/18/00631/FL – Hemmings Bank, Oldbury Lane, Ightham, TN15 9DD. Proposed single storey side extension. "No objection."

TM/18/00639/FL – The Cottage, Redwell Lane, Ightham, TN15 9EH. Two storey front and side extension. "No objection."

Signed.....Dated.....

TM/18/00851/TNCA - Ightham Warren, Tonbridge Road, Ightham, Sevenoaks, Kent TN15 9AP. T2 Oak - Fell to ground level due to the impact the tree and tree roots are having on the existing feature lawn and surrounding wall. Client will plant a new established tree elsewhere in the grounds. "No objection."

8. MATTERS ARISING

Kent Highways: Road closures: Exedown Road 25th June. Fen Pond Road from Boundary House 20-23 June. Damage to Coach Road, the Highways Officer asked whether we wanted to construct the corners as permanent road surface. Comments were made about the verges being further eroded if we did this.

Highways Matters – Update - Radar survey results/ Speed calming measures. Nothing to report.

Speed Limit on Oldbury Lane/Spring Lane – Request to Kent Highways for 20mph limit – It was unanimously resolved that the Parish Council would formally request a 20mph limit from the A25 up Oldbury Lane and Spring Lane back towards A25.

MR418 – Update – Nothing to report.

Skips Rent review - 1st April. It was agreed that the rent should be increased in line with inflation.

Proposed new Scout Hut/Pavilion– Lease/Licence comments & site plan. Asbestos survey. The Parish Clerk had received advice from Warners and will circulate. A meeting will be set up to discuss this with the Scouts. The Asbestos survey will be done on Wednesday 18th April.

Ightham Cricket Club – Request for funding / Registration as an asset – Cllr Willingham met with the club and they want to create a toilet block and will need to put in a septic tank. The septic tank will cost £5k and they have asked the Parish Council for some more funding. The Chair of Governors at the school had spoken to the Head Teacher about a school team and a note will go to parents this week asking for volunteers; the school can use the pitch although the Cricket Club are unable to offer any coaching. The Parish Clerk was asked to find out about the ownership of the land and the pavilion as it was felt that any further funding should be in return for a degree of control over the future of the building and land.

Busty Stream/ Flooding – Update - Cllr Cracknell reported that the "Busty Clean Up" had taken place last Saturday and 14 volunteers had cleared litter from the entrance of the churchyard and from the bridge up to Dark Hill roundabout and around the pump station. TMBC had donated litter picking arms and other equipment and arranged for the rubbish to be collected. As a result, other residents had cleaned litter from outside their properties. Cllr Cracknell has organised for litter pickers to be donated to those who are keen to help. The Parish Council gave thanks to Cllr Cracknell, Sanjay and Tamsin Ritchie at TMBC for organising the event.

Cllr Brewer left the meeting at 9pm.

Recreation Ground – Football posts – Nothing to report. **Salting pathways** – The Clerk had had a response from KCC to say that they didn't offer any assistance in clearing car parks /paths when required for school use. The Clerk will prepare a Winter Policy but will await the new Insurance policy to see what is required under the policy. **Potholes in car park** - a couple more small potholes have appeared. **Lights** – We have received a quote for lights of approx £2,689 plus labour, it was agreed that we should go ahead and get the lights repaired but have them on a timer so that they are switched off overnight so they don't attract further vandalism.

Broadband – Update - We have received a letter from a resident about broadband being slow in Redwell Lane. The Clerk was asked to write back advising that he contacted Tom Tudgendhat. It was also agreed that we should put this on the agenda for the annual meeting to canvas opinion on the service received.

Local Plan – Ightham Sandpit – Update – Cllr Taylor had circulated a document about contamination at the site.

Litter – Initiatives to tidy the village – Tamsin Ritchie at TMBC will be speaking at the annual meeting about litter picking initiatives.

Annual General Meeting – 26th April 2018 – the Clerk had head back from most parish clubs and societies. Glasses have been ordered and we will provide wine at the beginning of the meeting. It was agreed that only the finances would be distributed along with a few copies of the Minutes for those who wanted them as they are available on the website.

9. FINANCE & POLICY

Online banking – Unity Trust Bank – The Clerk was asked to get details from Barclays to move some of our funds into as the limit for protection is £85k so we need to have 3 banks. We will keep the NatWest accounts and also open an account with Unity Trust Bank for the online payments.

Signed.....Dated.....

Data Protection - New Regulations due May 2018 – The Clerk is attending a workshop to get the parish laptop encrypted on Wednesday, Cllr Holden advised that each Parish Councillor should have their own individual email account for Parish business to comply with the regulations.

Risk Assessment – the Clerk will circulate the amended risk assessment which will incorporate the asset list.

Accounts – Review/ New Accounts Package – RBS Alpha cost – The Clerk had received a quote for the new package of £650 which will include the software, licence and training. The annual licence would be £119. It was agreed that we should go ahead.

The following accounts were submitted for payment:

Parish Clerk Salary & Expenses & Tax	£685.66
Gel Creative - Website March	£40.00
KALC – Planning Conference (50% shared with Shipbourne PC)	£18.00
e-on – Electricity at recreation ground	£39.33
Edmundson Electrical Ltd – Repair parts for lights in the rec	£2689.32
KALC Membership 2018	£846.65

Income:

Precept TMBC	£61,680
Allotment Rental	£200

Financial position at 31 March 2018: Current account: £13,305.44 (excluding unrepresented cheques)
Deposit account: £170,860.52

10. REPORTS FROM MEETINGS: Parish Alliance/ KALC/PPP/JPCTCG

11. CORRESPONDENCE

- Harpwood Care Home – Plans for demolition and replacement of care home with new 80 room state of the art home. The Clerk was asked to circulate to get views.
- Thank you letters received from The Samaritans and The Counselling Centre for the donations.
- Local Government ethical standards - Stakeholder Consultation - deadline 5pm on 18 May <https://www.gov.uk/government/consultations/local-government-ethical-standards-stakeholder-consultation>.
- Local Plan - Contamination and Stability/ Landfill Gas/ Traffic Survey – Email from Mike Taylor
- Government consultations on the National Planning Policy Framework & Developer Contribution:
The 2 consultations can be accessed via the following link
<https://www.gov.uk/government/collections/national-planning-policy-framework-and-developer-contribution-consultations>.
- The Government have recently issued a consultation on powers for dealing with unauthorised developments and encampments. The consultation document can be found here:
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/697354/Consultation_-_unauthorised_encampments.pdf.
- KALC meeting on 10th of May 2018 at the new venue of Platt Community Centre, 7.45pm
- Request from Citizens Advice for donation – It was agreed that we would donate £100.
- KALC - increase in Section 137 Expenditure for 2018/2019 to £7.86 per elector.
- PKF Littlejohn - Annual Return – The Clerk will ask for an extension so that we can sign off at the June meeting.
- KALC – New Standing Orders - The Clerk will circulate with the note explaining the new sections.

AOB – Cllr Holden said that the recent correspondence about Local Government Investments didn't apply to bank accounts but said that we should set out our approach to handling and managing money on our Standing Orders.

The meeting closed at 10pm.

Signed.....Dated.....

3/18

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD
ON TUESDAY 20th MARCH 2018 IGHTHAM VILLAGE HALL AT 7.30pm**

Present: Chairman Cllr Willingham, Vice Chairman Cllr Holden, Cllr Brewer, Cllr Brierley, Cllr Edge-McKenna, Cllr Edwards, County Cllr Rayner, Borough Cllr Betts, The Parish Clerk and 8 members of the public.

1. **APOLOGIES FOR ABSENCE** – Cllr Cracknell, Cllr Hall and Cllr Mitchem.
2. **DECLARATION OF INTERESTS** - None.
3. **MINUTES** - Approval of the Minutes of the Meeting held on 20 February 2018 – The Minutes were signed as a true record of the meeting.
4. **UPDATE FROM BOROUGH COUNCILLOR** -
Cllr Betts reported that at the last Economic Regeneration Advisory Board it was reported that business VAT deregistration was up by 16% in TMBC. The works to the M20 “smart motorway” between junctions 3 and 5 have now started with vegetation clearance. The motorway will be widened so that the hard shoulder can be used as an extra lane which will help traffic flow. Works are due to complete in 16-18 months. There will be some complete closures but these will be limited to nights and weekends, 3 lanes will remain open at peak times. A question was raised about vehicles breaking down; Cllr Betts said that there will be emergency laybys and cameras installed so that if a vehicle breaks down and cannot make it to the next emergency layby, the lane can be closed.
Council tax will go up by 2.99% plus a further 2.99% for a special social service charge across Kent; 6% in total.
Cllr Betts drew attention to Leader Funding which is available to local businesses meeting certain criteria; the funding is EU money which will cease next year.
5. **UPDATE FROM COUNTY COUNCILLOR** – Nothing specific to report.
6. **UPDATE FROM POLICE** – Cllr Willingham had met PCSO Mark Thomas who has said that Ightham was low crime at the moment; the police have been invited to all Parish meetings and have recently committed to attend once a quarter.
7. **PUBLIC**
One member of public commented that he had recently received his council tax bill for 2018/9 and thought it was unacceptably high.
One member of public asked about having a 20mph limit in Oldbury Lane and Spring Lane; a route walked by school children. The Parish Council understood that the Highways Officer at Kent Highways was progressing this following support from our previous County Councillor but Cllr Rayner confirmed that it was no longer on the agenda as both the Officer and County Councillor had moved on. He suggested that the Parish Council passed a resolution to say that it is what we would like but confirmed that it would take a while as it would require a road traffic order and it would have to go through the Joint Transport Board. It was agreed that this should go onto the agenda for the April meeting. Cllr Brierley said that the speeding problem in Oldbury Lane wasn't solely due to school traffic.
Cllr Rayner also confirmed that the idea of a roundabout at the junction of Oldbury Lane and Sevenoaks Road was being progressed.

7. PLANNING APPLICATIONS

Planning Applications

TM/18/00383/FL - The Old Rectory, Rectory Lane, Ightham, Sevenoaks, Kent TN15 9AL. Removal of conservatory and restoration of facade with two new windows. Construction of single storey orangery, detached garage and internal modifications which include two new dormer windows. “No objection.”

TM/18/00396/FL - Barnfield Cottage, Stone Street Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NH. Re-development of the site comprising of; demolition of existing indoor riding arena; removal of an external sand school and the erection of a vernacular dwelling with associated engineering works; access; parking; landscaping and ecological enhancement works. “No objection.”

Signed.....Dated.....

TM/18/00346/TNCA – 10 Oldbury Close, Ightham, Sevenoaks, Kent, TN15 9DJ. T2 Cedar – crown reduce height by 5m and 2m, prune back to boundary with Glenwood. “No objection.”

TM/18/00440/FL - Trycewell House, Trycewell Lane, Ightham, Sevenoaks, Kent, TN15 9H
Amendment to planning permission TM/17/01191/FL (turn the oak framed garages and bedsit into 3 bed house) to include new Velux rooflight, infill of existing garage and new windows. “No objection.”

TM/18/00445/FL - 1 Nutfields, Ightham, Sevenoaks, Kent, TN15 9EA. Erection of timber pre-fabricated accommodation for elderly relative ancillary to residential dwelling. “Objection on grounds of size and not being in keeping with surrounding properties.”

TM/18/00460/FL - 18 Nutfields, Ightham, Sevenoaks, Kent, TN15 9EA. Erection of timber, tiled and double glazed garden room. “No objection.”

TM/18/00382/FL - Old Rectory Cottage, Rectory Lane, Ightham, Sevenoaks, Kent TN15 9AJ.
Subdivision of plot to separate Old Rectory Cottage from The Old Rectory. Construction of a new single storey orangery, internal modifications to create four bedroom dwelling including removal of one chimney and hipped dormer, the addition of five new dormers, three conservation roof lights and alterations to the fenestration. “No objection.”

TM/18/00425/FL - Midsummer Meadow, Sevenoaks Road, Ightham, Sevenoaks, Kent, TN15 9AD.
Extension to existing annexe approved under application TM/17/01416/FL adding two bedrooms. “No objection.”

TM/18/00482/FL - Two Trees House, High Cross Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NN.
Replacement pool building. “No objection.”

TM/18/00496/LDP - 1 Nutfields, Ightham, Sevenoaks, Kent TN15 9EA. Lawful Development Certificate Proposed: The siting of a caravan/mobile home.

TM/18/00545/TPOC - Ightham Cricket Ground, Tonbridge Road, Ightham, Sevenoaks, Kent
Sycamore - removal of a large dead branch and any other dead pieces found. “No objection.”

TM/18/00560/FL - George And Dragon, The Street, Ightham, Sevenoaks, Kent TN15 9HH.
Extension to rear courtyard/beer garden and provision of seating, planter boxes and oak post with attached external lighting. “No objection although we have concerns about the reduction in car parking spaces.”

Planning Applications approved

18/00319/NMA - Two Willows, Jubilee Crescent, Ightham, Sevenoaks, Kent. Non Material Amendment to planning permission TM/17/01840/FL: Revised 2nd floor layout and new pitched rooflight to ensuite shower room.

18/00129/AT - New signage to replace the existing - Crown Point Inn, Sevenoaks Road, Ightham, Sevenoaks Kent TN15 0HB.

18/00199/NMA - Non material amendment to planning permission TM/17/01416/FL(Erection of front and rear dormer windows to provide first floor accommodation and conversion of outbuilding to provide annex (Resubmission of TM/15/02656/FL)): Front dormer redesign - Midsummer Meadow, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 9AD.

18/00101/FL - Rear single storey extension, alterations to rear windows and doors on rear elevation, replace existing rear dormer with new revised dormer and install first floor windows in north side elevation - Little Oldbury, Spring Lane, Ightham, Sevenoaks, Kent, TN15 9DN.

17/03374/FL - Garage conversion - Little Cobs, Cobs Close, Ightham, Sevenoaks, Kent, TN15 9DB.

17/00888/FL & 17/00889/LB - Listed Building Application - Installation of new sewage treatment plant and WC welfare facilities - Mote Farm, Mote Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NT.

Signed.....Dated.....

8. MATTERS ARISING

Kent Highways: Road closures: Exedown Road 25th June. Fen Pond Road from Boundary House 20-23 June. Exedown Road 7th April 6am-6pm – Spartan Race. Potholes on Back Lane, Common Road, Spring Lane, Trycewell Lane, Coach Road, Styants Bottom. Request for resurfacing of Back Lane and Common Road. Cllr Rayner said that the Kent Highways budget was £8.8 m for 2018/9 and £2 m was being allocated for repairing potholes.

Highways Matters – Update - Radar survey results/ Speed calming measures. The Parish Clerk had received details on gateway style signs similar to the one in Borough Green and flashing signs. The flashing signs were thought to have more impact; prices are £1399 for battery operated and £1799 for solar powered speed signs. The solar powered sign was the preferred option due to less ongoing maintenance costs. It was agreed in principle that we would purchase 2 signs – one to go on Fen Pond Road and one on Bates Hill, subject to agreement from residents and Kent Highways – we would want to avoid them being visible from nearby houses. The Parish Clerk was asked to find out about installation costs and contact Kent Highways to come and do an assessment on the best location. Cllr Rayner said that once we have costings we could make a fixed sum application for grant funding.

MR418 – Update – The Parish Clerk reported that the sign on Old Lane had been reinstated.

Proposed new Scout Hut/Pavilion– Lease/Licence comments & site plan. Asbestos survey. The Parish Clerk had received further comments on the lease and licence. A concern was raised about granting a license to the Football Club for more than 6 months as it would give rise to security of tenure under the Landlord and Tenant Act 1954. The Scouts have suggested that the licence should be for 1 year but the Football Club make a statutory declaration effectively contracting out of security of tenure. Cllr Holden suggested that the lease is amended to govern the licence rather than a side letter. We have received a Land Registry plan of the site and a query was raised on the position of the building as it seemed much closer to the car park than originally planned, the Parish Clerk was also asked to verify whether there would be an access pathway as this should be marked on the plan. The Scouts have also asked whether there could be a joint insurance policy. The Clerk has called Aon who advised that they would be unable to provide a joint policy and advised that the buildings should be insured by the Parish Council and the contents insured by the Scouts. In the event of a claim, the Parish Council would indemnify the Scouts. It would be possible to have the Scouts named as an interested party. It was agreed that we are now in a position to pass the lease and license to Warners to address these queries and also to check that the other clauses are acceptable. It was agreed that we would pay for an asbestos survey of the pavilion which is necessary for health and safety reasons. It is estimated that this will cost £500-£1000. The Parish Clerk was asked to find out who the school used.

Once the lease is agreed, we will require evidence that funding is in place before the building can start. It is understood that the Scouts already have over 50% in place.

Ightham Cricket Club – Request for funding / Registration as an asset – The Parish Clerk has the papers to register the club as an asset but needs to have a location plan. It was suggested that we obtain one from the Land Registry

Busty Stream/ Flooding – Update - Nothing to report.

Lease for Tennis Club - Signing of the lease – The lease was signed by Cllr Edge-McKenna and Cllr Brewer in the presence of 2 witnesses.

Recreation Ground –

Football posts – nothing to report

Vandalised lights – Cllr Willingham to chase up

Request to use toilets in the pavilion by the pizza van – It was agreed that we would not open the pavilion for this purpose.

Salting pathways – potholes in car park – some of the potholes have been filled but more have appeared since the bad weather. The Parish Clerk had been approached about clearing the car park in the snow as many parents rely on it. It was agreed that we would not be able to use a snow plough or salt as it would damage the surface. If the car park is too icy to use, it should be closed to avoid accidents. There is already a notice up to say use is at own risk . The Parish Clerk was asked to contact the Insurance company for advice and we should have a plan in place for bad weather.

Larch – The Parish Clerk had been notified that a branch had snapped off the Larch by the entrance to the school. TreeAbility have quoted to bring it down and it was agreed that we should instruct them to go ahead.

Mowing - Quotes for maintenance of the Recreation Ground have been received from Landscape Services and JH Gardening Services – It was agreed that we should use JH Gardening if they could agree to spike the pitch and fertilise and weed the beech hedging as well.

Signed.....Dated.....

Broadband – Update - Nothing to report.

Local Plan –Update – The Parish Clerk had circulated the new National Planning Policy Guidelines which came out last week. The Borough Council need to have the Local Plan finalised by June 2018 so that they avoid having housing numbers increased by a further 26%. Cllr Taylor had written to TMBC requesting an EGM so that the Local Plan can be signed off in time.

Litter – Initiatives to tidy the village – Tamsin Ritchie, Environmental Projects Co-ordinator TMBC has agreed to come to our annual parish meeting to discuss litter clearing initiatives. Cllr Willingham asked for formal thanks to be passed to Anthony Edwards who had cleared litter on Coach Road. The Clerk had received an email from TMBC to say that litter clearing had been suspended by TMBC due to health and safety concerns but the monthly collections have now been resumed.

Ightham Open Gardens 2018 – Nothing to report.

Ightham Music Festival – 16th June 2018 Parish Clerk to notify TMBC that the lower car park will be out of use that day. The Scouts will help any residents that need access to the recycling area.

Multiskills Court – The Headmaster at Ightham had asked whether the Multiskills Court could be closed to the public due to safeguarding concerns. Some damage had occurred to the goal posts and woodland and the school are about to install an outdoor learning centre in the woods which will need to be closed off from members of the public. It was agreed that the gates should be locked and that it was no longer appropriate to keep it open as a public facility.

Village Hall lower car park – We have received a report that a large number of nitrous oxide cannisters were found in the lower car park.

9. FINANCE & POLICY

Online banking –Cllr Holden clarified that we were looking an online banking with Unity Trust Bank, not Unity Bank. We need to put a proposal together which will also deal with spreading out our finances over 3 banks as we are only insured up to £85k per bank.

E-on – Changes to prices for unmetered supply agreement. The Clerk was asked to see if there were any cheaper alternatives but it was agreed that we were getting a reasonable deal with E-on.

Data Protection - New Regulations due May 2018 – The Parish Clerk circulated the GDPR Toolkit put together by KALC. We need to appoint an independent Data Protection Officer and the Parish Clerk will approach Satswana who gave a presentation at the recent KALC seminar. It was not clear whether we needed to appoint a member of the Parish Councillor in addition. The Parish Clerk will be the Data Controller and as such is required to have the parish laptop encrypted. This will be done at a session organised by KALC on 18 April. The Clerk also advised all Councillors to have a separate email address for parish business. Cllr Holden said that training is necessary for all Councillors under the new regulations, the Parish Clerk will find out what is available. The Clerk said that the regulations apply to data that is being processed; very little data is processed by Ightham Parish.

Equal Opportunities Policy – The Clerk circulated a policy that had been drafted by KALC and adapted for us. It was agreed that this should signed off and added to our website.

Risk Assessment – The Clerk circulated the amended Risk Assessment and asked for any input before it gets signed off. Cllr Holden passed on his comments.

Accounts – Review/ New Accounts Package – the Clerk had done some research with KALC and other parishes and the most popular package for parishes is RBS Alpha, it is set up for parishes and easy to use. Clerk to get costings.

The following accounts were submitted for payment: Proposed by Cllr Edwards and seconded by Cllr Brierley:

Parish Clerk Salary & Expenses	£536.70
Gel Creative - Website March	£40.00
Donation Samaritans	£100.00
Donation The Counselling Centre	£100.00
EDF Energy – Electricity Pavilion	£29.94
Action with Ciommunities in Rural Kent?	£50.00
Ground and Environmental Services Limited - Soil Test Scouts	£510.00
Anthony Edwards – Maintenance to Churchyard	£597.62
Anthony Edwards – Maintenance to Parish Council	£462.25
Clerks & Councils Direct – Subscription	£12.00
TruePlan – LR Compliant plans for Scout Hut and Tennis Club	£420.00

Signed.....Dated.....

Financial position at 28 February 2018: Current account: £15,262.89 (excluding unrepresented cheques) Deposit account: £170,853.70

10. REPORTS FROM MEETINGS: Parish Alliance/ KALC/PPP/JPCTCG

11. CORRESPONDENCE

Kent Downs Area of Outstanding Natural beauty Management Plan Consultation - deadline 30th April 2018 <https://www.surveymonkey.co.uk/r/RCJVRDC> www.kentdowns.org.uk

Kent Mineral Sites Plan Options – Consultation - Early Partial Review of Kent Minerals and Waste Local Plan – Consultation <http://consult.kent.gov.uk/portal/>. the consultation closes on 29 March 2018. There are concerns about extra traffic on A25 if the site at Ryarsh goes ahead.

Local Government ethical standards - Stakeholder Consultation - deadline 5pm on 18 May <https://www.gov.uk/government/consultations/local-government-ethical-standards-stakeholder-consultation>.

Government’s Guidance on Local Government investments, It is compulsory to those parish councils having investments (as defined in the guidance) of £100,000 and is recommended for all parish councils having investments of between £10,000 and £100,000. Parish Clerk to forward details to Cllr Holden.

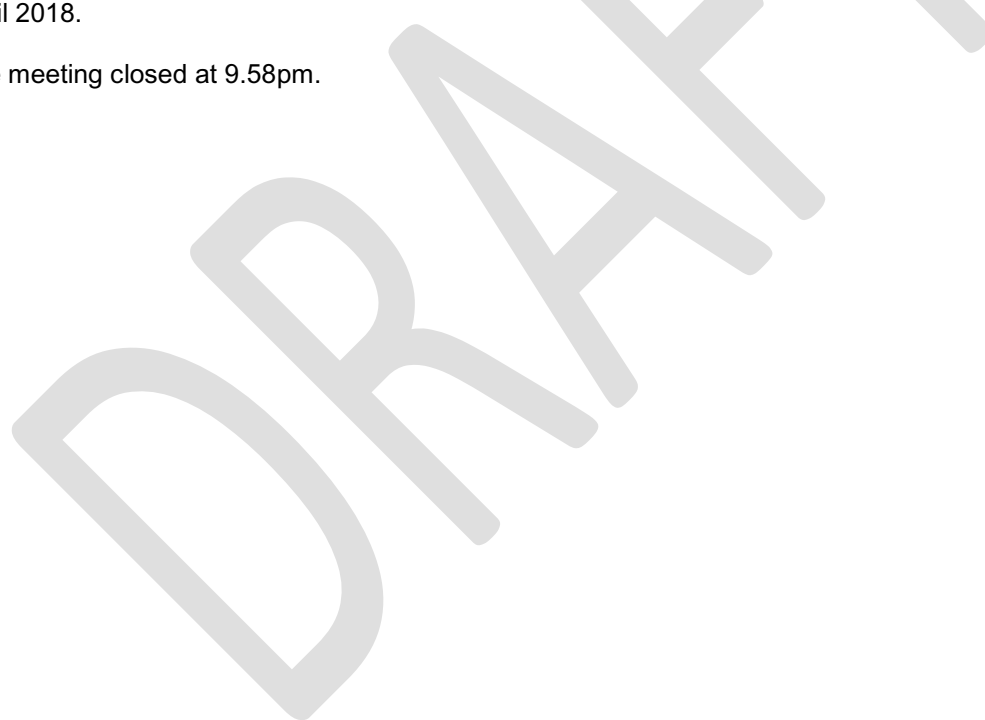
Local Plan - Contamination and Stability/ Landfill Gas/ Traffic Survey – Email from Mike Taylor Government consultations on the National Planning Policy Framework & Developer Contribution:

The 2 consultations can be accessed via the following link

<https://www.gov.uk/government/collections/national-planning-policy-framework-and-developer-contribution-consultations>

Consultation on the Kent Joint Municipal Waste Management Strategy – Deadline Friday 27th April 2018.

The meeting closed at 9.58pm.



Signed.....Dated.....

2/18

**MINUTES OF THE MEETING OF IGHTHAM PARISH COUNCIL HELD
ON TUESDAY 20th FEBRUARY 2018 AT IGHTHAM VILLAGE HALL AT 7.30pm**

Present: Chairman – Cllr Willingham, Vice Chairman – Cllr Holden, Cllr Cracknell, Cllr Brierley, Cllr Cracknell, Cllr Edge-McKenna, Cllr Edwards, Cllr Mitchem, The Parish Clerk and 2 members of the public

1. **APOLOGIES FOR ABSENCE** – County Cllr Rayner, Borough Cllr Betts, Cllr Brewer
2. **DECLARATION OF INTERESTS** – None
3. **MINUTES** - Approval of the Minutes of the Meeting held on 16 January 2018 – Cllr Holden asked for a couple of amendments to be made regarding internet banking. The amendments were made in manuscript and the minutes were approved and signed as a true record of the meeting.
4. **UPDATE FROM BOROUGH COUNCILLOR** - None
5. **UPDATE FROM COUNTY COUNCILLOR** - None
6. **UPDATE FROM POLICE** - None
7. **PUBLIC** – A member of the public raised the question of the speed limit in Oldbury Lane. The Parish Clerk said that she believed that a 20mph limit had been agreed in principle but KCC were having issues with the location of the signage. Parish Clerk to chase up. They also mentioned that the cross-road sign was facing the wrong way on Fen Pond Road. Parish Clerk to report. Another member of public asked to speak when the MR418 was discussed during matters arising.

7. PLANNING APPLICATIONS

Planning Applications

TM/18/00101/FL - Little Oldbury, Spring Lane, Ightham, Sevenoaks, Kent, TN15 9DN. Rear extension, alteration of windows on rear elevation and alteration to rear dormer. "No objection."

TM/18/00087/FL – Dimber, Mote Road, Ivy Hatch, Sevenoaks, Kent, TN15 0PG. Creation of gable extensions to extend bedroom and produce en-suite and juliet balcony to first floor, enclosure of undercroft and canopy area to ground floor. "No objection."

TM/18/00129/AT - Crown Point Inn, Sevenoaks Road, Ightham, Sevenoaks, Kent, TN15 0HB. New signage to replace the existing. "No objection."

TM/18/00346/TNCA – 10 Oldbury Close, Ightham, Sevenoaks, Kent, TN15 9DJ. T1 Beech, twin stemmed – crown reduce whole tree to previous pruning points removing 2-3m height, 1-2m sides and T2 Cedar – prune back to boundary with Glenwood. "No objection."

TM/18/00242/TPOC - The Ightham Club, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 9HA. Beech and Sycamore trees - prune branches over driveway by approx 1.5-2m to vicinity of previous cut points, from Beech Tree next to club to Tylers Cottage gate, western side only - to reduce shading and manage spread on western side. "No objection."

TM/18/00309/FL - Stone Cottage, The Street, Ightham, Sevenoaks, Kent, TN15 9HH. Erection of chimney. "No objection." & **TM/18/00310/LB** - Listed Building Applications: Internal alterations including new door opening at ground floor, provision of first floor en-suite, removal of wooden shop floor and replacement of main staircase. External alterations and repairs including erection of chimney and installation of roof tile vent. "No objection."

Planning Applications approved

TM/17/03337/FL - Conversion of half of integral garage to living accommodation and external alterations to the dwelling - 10 Durlings Orchard, Ightham, Sevenoaks, Kent TN15 9HW.

TM/17/02935/FL - Demolition of existing dwelling and outbuildings and replacement with new dwelling with double garage, guest accommodation, pool house and replacement swimming pool - Woodlands Coach Road, Ivy Hatch, Sevenoaks, Kent, TN15 0HD.

Signed.....Dated.....

TM/17/02420/FL - Demolition of existing dwelling and garage and construction of new two storey dwelling and detached garage - Little Rosewood, Common Road, Ightham, Sevenoaks, Kent TN15 9AX.

8. MATTERS ARISING

Kent Highways - Items to report - Various potholes: outside Bower House, Ismays Road and Back Lane. Bollard on Coach Road missing. Soft verge at the end of High Cross Road damaged.

Highways Matters – Update - Radar survey results. The survey results indicated that the majority of traffic on Bates Hill travelled within the 30mph limit in both directions and on Fen Pond Road towards Ightham. However, 73% vehicles were travelling over the 30mph limit on Fen Pond Road in the direction of Exedown Road. There was a discussion about traffic calming and the Parish Clerk was asked to look into costings for flashing signs and static signage. The Clerk had spoken with Cllr Rayner about a signage company and the installation of signage.

Cllr Holden asked whether it would be possible to extend the 30mph limit on Borough Green Road nearer to the Dark Hill Roundabout. Parish Clerk to ask Kent Highways.

MR418 – New diversion proposal - We have received a new proposal to divert the MR418 footpath. The diversion would mean that the start of the footpath would be a bit further along Common Road and wouldn't start in the driveway of Longstead. The new entrance would then join the existing pathway. A member of public said that he had received the new plans and gave them his full support providing that there were no further deviations and that proper signage was in place at both ends of the footpath. The Parish Council also agreed that the diversion would be acceptable as long as the signage was in place. Parish Clerk to reply to PROW accordingly.

Proposed new Scout Hut/Pavilion– Lease/Licence - Cllr Holden and the Parish Clerk had met with Mr Murray to go over the terms of the Lease and License. Most of the terms were agreed and Mr Murray was going to check some of the details with the lawyer. We have been asked to provide a Land Registry plan and the Parish Clerk had received a quote for £195 plus VAT or £350 plus VAT if the Scout and Tennis Club plans were done together. It was agreed that we should have both done together.

Cllr Holden asked the Parish Clerk to check whether the Land Registry plan for the recreation ground included the multi-sports court.

Ightham Cricket Club – Request for funding / Registration as an asset – Cllr Holden had spoken with the Chair of Governors at Ightham School about approaching the Cricket Club to use their facilities for the juniors. The Parish Council will make a decision on providing further funding once they have spoken. In addition it was agreed that following Cllr Rayners suggestion at our last meeting that we should register the Cricket Club as a community asset that the Parish Council should go ahead and do this. Parish Clerk to let the Cricket Club know and complete the necessary application forms.

Busty Stream/ Flooding – Update – Cllr Cracknell reported that the Flood Forum Group were meeting on Wednesday 21st March to arrange a community clear up. In the previous meeting, KCC has said that they were keen to gather data on the flow of water in the Busty and would put a water gauge near to the George & Dragon and also at the bridge to measure the depth of water. This could also be used as an early warning device. Following intervention by the local MP, BT had visited the bridge and temporarily mended the broken pipes.

Lease for Tennis Club - Update - Land Registry compliant plan required. It was agreed that the Parish Clerk could instruct True Plan to do a Land Registry compliant plan that is required for the lease.

Recreation Ground

(i) Football posts – Football posts still haven't been painted.

(ii) Vandalised lights - Cllr Willingham reported that he was having difficulty in getting the replacement parts for the lights, he has found a company in Chelmsford and was waiting to hear back from them. We don't have a cost yet so are unable to make an insurance claim although the Insurance company has been notified.

(iii) Potholes in car park - The Clerk reported a number of potholes in the car park, Cllr Willingham will deal with them.

(iv) Salt for Skips pathway - We received an email from a parent at Skips about salting the pathway up to Skips. The Clerk had checked with the Insurance company and KALC to see whether there were any liability issues around salting the path and they both said that there weren't. Cllr Willingham had bought a couple of bags of salt and the Clerk had asked Robert Lee-Amies whether he would be able to salt the path when it was icy which he agreed to do. The Clerk said that she had done this on a few occasions and would be able to do it if Bob is away. It was suggested though that a better

Signed.....Dated.....

solution would be to approach the school caretaker and ask him whether he would be able to do it at the same time as the school path. Parish Clerk to speak to the Headmaster.

(v) Broken fence – The Clerk reported that she had been notified that the fence at the top of the back steps to Skips was broken. Cllr Willingham agreed to go and have a look at it.

(vi) Noticeboard – the door has come off again and is being repaired.

Broadband – Update – A resident had written to the Clerk to say that superfast broadband is now available in Oldbury Lane. As far as the Parish Council is aware, the only areas in Ightham that don't have access to fast broadband are some parts of Fen Pond Road and some areas in Ivy Hatch.

Local Plan – Update – This is on hold pending the decision on standardising the calculation for housing needs.

Buses – Update – The Clerk had attended a JPCTCG meeting where Philip Lghtowler, Head of Public Transport at KCC, who had reported that the budget cuts for subsidised bus routes had been reduced from £4 million to £455,000. The consultation has been delayed and it is thought that the bus routes this side of Kent will not be as significantly affected as previously reported due to this reduction.

Litter – Initiatives to tidy the village – The Clerk reported that she had received several complaints about litter throughout the village and it was generally noted that litter has recently got worse. It is in all areas, particularly in the verges where there are a lot of cans. The Clerk has contacted TMBC about the rubbish recently discarded on Coach Road and in general along A227 and was told that litter would only be collected where it was safe to do so. The Clerk had prepared an advert for the Parish Magazine about the Keep Britain Tidy Great British Spring Clean Campaign that was running throughout March. TMBC are also promoting litter picking throughout March.

Cllr Edge-McKenna said that she would speak to the Scouts about doing a litter pick as they had previously offered. A member of public suggested that we ask the Community Service Volunteers; we have requested them to do this in the past.

It was suggested that we organised a community event to do a village clean up but also need to consider a long term solution. The Clerk said that she would invite Tamsin Richie, Environmental Projects Co-ordinator at TMBC to come along to our Annual Parish meeting in April to give us some ideas and also to outline what TMBC responsibilities are.

The Clerk will also contact TMBC to find out how often collection are as it seems as though the frequency of collections has decreased.

Cllr Cracknell asked about equipment and the Clerk said that she thought that some may be available from TMBC.

Cllr Willingham reported that the bottle banks were full again and that TMBC had had some issues with their collection vehicles.

Ightham Open Gardens 2018 – 7 gardens have signed up and the Hospice in the Weald have done their risk assessment.

9. FINANCE & POLICY

Online banking – The Clerk reported that Unity Bank seemed to be the most popular choice for Parishes to do online banking. The cost would be £6 per month. The Clerk will get some further information. We would retain our NatWest account and use a separate account for online banking. Cllr Holden reported that they are regulated and licensed.

Data Protection - New Regulations due May 2018 – The Clerk circulated a summary of what we are required to do to be compliant; we need to appoint a Data Protection Officer and have the parish laptop encrypted. We will also need to use notices on all correspondence regarding retaining personal details – The Clerk said that KALC were preparing some information for Parishes.

Equal Opportunities Policy – Parish Clerk to circulate draft to sign off in March.

Risk Assessment– Parish Clerk to circulate draft to sign off in March.

Signed.....Dated.....

Accounts – Review/ New Accounts Package – The Clerk reported that Scribe provided a Parish Accounts package for £22 per month. It was suggested that a one off payment would be preferable to a monthly cost. Cllr Edge-McKenna suggested Quick Books. Clerk to look into options.

The following accounts were submitted for payment: Proposer Cllr Cracknell, Seconded by Cllr Mitchem

Parish Clerk Salary & Expenses	£560.15
Gel Creative - Website November	£40.00
Bob Lee Amies – Work at Rec and Village Hall (Sept-Jan)	£882.44
Ightham Village Hall – Rental	£240.00
South East Water – Water rates at the pavilion	£24.44
Village Hall – Insurance Policy Renewal	£2,436.68
SJ Sharp Joinery - Repair noticeboard	£100.00

Financial position at 30 January 2018: Current account: £13,514.16 (excluding unrepresented cheques) Deposit account: £175,846.96

10. REPORTS FROM MEETINGS: Parish Alliance/ KALC/PPP/JPCTCG – The Clerk had attended the recent KALC and JPCTCG meetings where the bus subsidies were discussed. The Clerk had received some information about the next KALC meetings and will circulate the details.

11. CORRESPONDENCE

Refurbishment of the War Memorial for the centenary – We have received details from a cleaning company who specialise in War Memorials; it was felt that it didn't need doing as it had been cleaned a few years ago.

Request for donation from Samaritans – It was agreed that we would donate £100.

Request for donation from The Counselling Centre - It was agreed that we would donate £100.

Kent Downs Area of Outstanding Natural beauty Management plan consultation - deadline 30th April 2018 <https://www.surveymonkey.co.uk/r/RCJVRDC> www.kentdowns.org.uk – The Clerk was asked to forward this to Cllr Brewer.

Kent Mineral Sites Plan Options – Consultation - Early Partial Review of Kent Minerals and Waste Local Plan – Consultation <http://consult.kent.gov.uk/portal/>. the consultation closes on 29 March 2018. The Clerk reported that a site in Ryarsh had been put forward. The Clerk will circulate a link to a presentation published on Ryarsh Parish Councils website outlining what it would involve.

12. AOB

Cllr Holden reported that he had written to the Department of Transport giving his support for the J5 Slips.

Cllr Willingham reported that he had been approached by James Hayward about the contract for the recreation ground next year. The Clerk had received a quote and was asked to get another quote from Landscape Services. Cllr Edge McKenna asked whether spraying and weeding the beech hedges could be included.

The meeting closed at 9.30pm

Signed.....Dated.....

1/18

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD
ON TUESDAY 16th JANUARY 2018 IGHTHAM VILLAGE HALL AT 7.30pm**

Present: Cllr Willingham, Cllr Brierley, Cllr Cracknell, Cllr Edge-McKenna, Cllr Edwards, Cllr Holden, Cllr Mitchem, County Cllr Rayner, Borough Cllr Betts & The Parish Clerk

1. **APOLOGIES FOR ABSENCE** – Cllr Hall
2. **DECLARATION OF INTERESTS** - Cllr Willingham declared an interest with regard to the 10 Durlings Orchard planning application.
3. **MINUTES** The minutes of the meeting held on 20 December 2017 were approved and signed as a true record of that meeting.
4. **UPDATE FROM BOROUGH COUNCILLOR** - Cllr Betts reported that Senior Planning Officer, Marion Gearly would be leaving TMBC on 19th January. Going forward there will be not be a set Planning Officer for each area. Cllr Betts reported that he was dealing with a light pollution issue at Celcon and wanted to know whether any other residents had reported it. It is currently being investigated by The Environmental Health Office to see whether there has been a breach. Cllr Betts is now part of the Waste Services Liaison Group that will deal with the new waste collection scheme. Cllr Cracknell reported that there has been a problem with recycling over the Christmas holidays. A question was asked about the revenue generated by recycling. Cllr Rayner said that KCC get the revenue even though TMBC do the collections. Another issue is that TMBC do not have their own recycling site in the Borough. Some recycling leaves the UK but can get backed up whilst waiting for a price rise, this is a nationwide problem. Cllr Betts to pursue mre frequent clearing of the site in Ightham.
5. **UPDATE FROM COUNTY COUNCILLOR** – Cllr Rayner said that the September deadline for the planned public bus consultation has been postponed and that the necessary savings in the next financial year have been reduced from £2million to £250k. This will allow time for the department to look at different ways of subsidising transport in the county. Cllr Matthew Balfour, Cabinet Member for Environment and Transport has now been replaced by a Cllr Mike Whiting, a Swale member. Cllr Rayner said that he had signed off a radar survey to be carried out at the junction of Sevenoaks Road and Oldbury Lane to see what the options are for improving safety at the junction.
With regard to buses, Cllr Cracknell suggested that we should invite representatives along to our anuual parish meeting to talk about buses. Cllr Rayner also suggested that we should work with the Parish Alliance if there is a reduction in services. Cllr Betts said that the fact the bus companies do not currently consult with parishes about services needs to be addressed.
6. **PUBLIC** – Nothing to report.

7. PLANNING APPLICATIONS

Planning Applications

TM/17/03337/FL - 10 Durlings Orchard Ightham Sevenoaks Kent TN15 9HW

Conversion of half of integral garage to living accommodation. Applicant: Mr M Strang. "No objection."

TM/17/03374/FL - Little Cobs Cobs Close Ightham Sevenoaks Kent TN15 9DB. Garage conversion.

Applicant: Mr James Clear. "No objection."

TM/17/03451/LDE - Petham Cottage Rectory Lane Ightham Sevenoaks Kent TN15 9AJ. Lawful Development Certificate Existing: use of the land south west of Petham Cottage as residential curtilage (use Class C3). "No objection."

Planning Applications approved

TM/17/03265/FL - Demolition of existing conservatory and construction of single storey rear extension and first floor side extension with new roof and alterations to fenestration. Springfields 7 Tebbs Way, Ightham, Sevenoaks Kent, TN15 9BJ.

Planning Applications refused

TM/17/02453/FL - Demolition of existing timber framed and weatherboarded stable block, construction of a single storey self-contained habitable annexe with ancillary areas and change of use

Signed.....Dated.....

of agricultural land to domestic curtilage. South View, Fen Pond Road, Ightham, Sevenoaks, Kent, TN15 9JF.

7. MATTERS ARISING

Kent Highways – items to be reported: Temporary Prohibit Westbound Traffic – Dark Hill Road, Borough Green – from 8 February 2018 for up to 1 day. The alternative route is via Quarry Hill Road, A25 Sevenoaks Road/Borough Green Road. The closure is to enable vegetation clearance to be carried out by M. Padgett Tree Care.

Ivy Hatch sign slipped at Copt Hall corner, pothole by Cricket Ground, pothole near entrance to the Crown Point, keep left sign broken on Coach Road, UK Power Network light broken on Sandy Lane, blocked gully outside Longcroft, Cobtree Corner and opposite Nutlands on Oldbury Lane.

Highways Matters – Update - Radar survey results – the results need to be analysed so we have the percentage of cars speeding. Parish Clerk to put into a more user friendly format.

MR418 – New Proposals – The Parish Clerk received an email from PROW to say that there is a new proposal for the MR418 diversion, we are awaiting the plans.

Proposed new Scout Hut/Pavilion– We have now received the draft lease and licence and have drawn up a list of comments to pass onto the Scouts. Cllr Holden and the Parish Clerk will meet with Mr Murray next week to go through the documents and agree as many terms as possible before passing to the lawyers.

Ightham Cricket Club – Request for funding - We have received a request from The Cricket Club for a contribution toward Phase II of their building works. It was decided that Cllr Holden would speak with the Chair of Governors at the School to see whether there could be some links between the school and the Cricket Club before we make a decision. Cllr Rayner suggested that the Parish Council should register the Cricket Pavilion as an asset of parish value.

Busty Stream/ Flood Forum Group – Update - Cllr Cracknell reported that the Flood Forum Group are waiting for a date for the multi-agency meeting. The Group are also arranging a date for the community to get together to clear the Busty.

Lease for Tennis Club - Update - The terms of the lease have now been agreed and The Parish Clerk will request copies to be signed from Warners.

Recreation Ground – vandalised lights – Cllr Willingham has received a plan of the lights and will arrange for an electrician to come and see what parts are required to fix them. Replacement components are available from the manufacturer.

Broadband – Update – Nothing to report.

Local Plan –Update – Cllr Willingham reported that he attended a Parish Alliance meeting and that Cllr Taylor had suggested that Parishes oppose Borough Green Garden City proposed phased development being included in the Local Plan on the grounds of AONB. It is not believed that the relief road which would form part of the “very special circumstances” and would act as a bypass would take all the excess traffic as more traffic would be generated by the new houses. Cllr Willingham suggested that our own response should be deferred until we see whether the development is included in the Local Plan.

9. FINANCE

Online banking – The Parish Clerk had received information from other Parishes who suggested that Unity Bank may be able to offer us the safeguards that we need for online banking. Cllr Holden said that the FCSC will only guarantee funds up to £85k and that we should look into splitting out some of our funds in any event. Cllr Holden said that he would also look into other options with larger banks for online banking.

Budget 2018/9 Sign off and approval of budget for 2018/9 – The Parish Clerk presented the figures for the budget 2018-9 which had been circulated before the meeting. The breakdown includes figures for routine expenses (around £55k) and capital expenses and makes an allowance for £80,000 for the new Scout Hut. It was also agreed that the Parish Clerk hourly rate increased to £14.38. The decision was to raise the precept by 3% in line with inflation. The budget was proposed by Cllr Edwards and seconded by Cllr Edge-McKenna. The Parish Clerk will send the figures to TMBC.

Signed.....Dated.....

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

Parish Clerk Salary & Expenses	£519.20
Gel Creative - Website November	£40.00
e-on – Electricity in recreation ground	£120-18
KALC – Data Protection Training (50% share with Shipbourne)	£36.00
JH Estate & Garden Services Ltd (Nov & Dec)	£350.00*
* less overpayment from April 2017	
Dillon Projects Limited - VAT	£3097.50

Financial position at 31 December 2017: Current account: £8,010 (excluding unrepresented cheques)
Deposit account: £185,838.72

10. REPORTS FROM MEETINGS: Parish Alliance/ KALC/PPP

Parish Alliance Meeting – 4th January 2.30pm Potters Meade – Minutes circulated.

KALC Meeting – 4th January 7.30pm TMBC Offices– Minutes circulated.

11. CORRESPONDENCE

TMBC – Changes to off street parking charges – No comment.

Update to KCC Household Waste Recycling Centre Policies – There have been some changes to what can be taken to the recycling centres and size of vans that can take waste, details on KCC website.

The Department for Transport is currently consulting on proposals for the creation of a Major Road Network (see <https://www.gov.uk/government/consultations/proposals-for-the-creation-of-a-major-road-network>).

The deadline for comments is 19 March 2018. The Highways Agency are current considering their next 5 year spend of over £5 billion on infrastructure and Tom Tugendhat MP has written in support of the provision of a slip road at Junction 5 of M.25. (J. 5 Slips) He has asked that parishes and individuals write to the Agency in support of the new road. Tim Shaw has forwarded a template. It was agreed that we would write as a Parish using Tim's template letter supporting J5 Slips.

12. AOB

Cllr Mitchem asked for an untidy site to be reported on Fen Pond Road.

Cllr Cracknell asked for the Ightham Open Gardens to go onto the next agenda.

The Parish Clerk was asked to pass on formal thanks to the Levys and Fairlawne Estate for the Christmas tree.

The meeting closed at 9.22pm.

Signed.....Dated.....