

12/14

**IGHTHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL TO BE HELD**  
**ON TUESDAY 15th DECEMBER 2014 AT IGHTHAM MOTE AT 7.45pm**

Present: Cllr Edwards, Cllr Brierley, Cllr Chartres, Cllr Cracknell, Cllr Gillow, Cllr Holden, Cllr Willingham, The Parish Clerk and Mrs Alessandra Edge-McKenna

**1. APOLOGIES**

Cllr Hall, Cllr Mitchem (Attended at the beginning and then left)

**2. DECLARATION OF INTERESTS**

Cllr Gillow declared an interest in relation to the Ightham Mote Planning Application.

**3. ACCEPTANCE OF OFFICE FOR NEW COUNCILLOR**

Cllr Edwards gave thanks to Cllr Gillow for serving on the Parish Council and bringing together the Parish and Ightham Mote. Cllr Edwards then formally proposed Alessandra Edge-McKenna as Councillor, all Councillors agreed unanimously to this co-option and Alessandra duly signed the Declaration of Acceptance of Office. Cllr Edge McKenna will take over the Cllr Gillows responsibilities for Stone Street and Mote Road.

**4. PLANNING APPLICATIONS**

**TM/14/03807/RD** Ightham Recreation Ground, Sevenoaks Road, Ightham, Sevenoaks, Kent. Details of landscaping and boundary and footpaths pursuant to condition 3 and 9 of planning permission TM/13/01980/FL (Demolition of existing sports changing pavilion and erection of new Scout and sports changing facilities) Applicant: Clerk To Ightham Parish Council Mrs Sarah Huseyin.

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

**TM/14/03891/TNCA** Rooks Hill, Tonbridge Road, Ightham, Sevenoaks, Kent TN15 9AN. Remove Beech tree infected with Meripulus. Applicant: Margaret Mayes Rooks Hill, Tonbridge Road, Ightham, Sevenoaks, Kent TN15 9AN. "No objection."

**TM/14/03869/FL** Stone Acre, Copt Hall Road, Ightham, Sevenoaks, Kent TN15 9DT. Proposed demolition of chalet bungalow and detached double garage and construction of a two storey house with integral double garage (resubmission of planning application TM/14/02478/FL) Applicant: Mr Glynn Jones, Stone Acre, Copt Hall Road, Ightham, Sevenoaks, Kent TN15 9DT. "We have no objection to the proposal but have concerns regarding the design which we will leave to TMBC to consider." The Parish Council would like to add further that "we do not think that the design of the house is appropriate for this specific site".

**TM/14/03875/FL** Manor Farm Barn, Oldbury Lane, Ightham, Sevenoaks, Kent TN15 9DE. Insert new 3 panel window to garden elevation. Add a new roof light and reposition a rooflight previously consented. Applicant: Mr & Mrs David Thomas, Manor Farm, Oldbury Lane, Ightham, Sevenoaks, Kent TN15 9DG. "No objection."

**TM/14/04003/TNCA** Towan Mote Road, Ivy Hatch, Sevenoaks, Kent, TN15 0PG. G1 Hawthorns - Fell to ground level, T1 Holly - Reduce & reshape, G2 Beech - Reduce to hedge height. Applicant: Steve Morrison, Towan, Ivy Hatch, Sevenoaks, Kent, TN15 0PG. "No objection."

**TM/14/03506/FL** The Laurels, Ismays Road, Ivy Hatch, Sevenoaks, Kent TN15 0NY. Proposed garage attached to existing house/ nursery manager's office. Applicant: Selected Plants Nursery Mr Tom Norris Ismays Road Ivy Hatch Sevenoaks Kent TN15 0NY. "We fully support."

**TM/14/03507/FL** Selected Plants Nursery, Ismays Road, Ivy Hatch, Sevenoaks, Kent. Demolition and replacement of existing dry storage shed Applicant: Selected Plants Nursery, Mr Tom Norris, Ismays Road, Ivy Hatch, Sevenoaks, Kent TN15 0NY. "We fully support."

#### **PLANNING APPLICATIONS APPROVED**

**TM/14/03527/FL** Apple Leaf, Chapel Row, Ightham, Sevenoaks, Kent TN15 9AG. Single storey rear extension and dormer extension to rear roof slope. Approved on 9 December 2014.

**TM/14/03104/RD** The Rowans, Bates Hill, Ightham, Sevenoaks, Kent TN15 9HB. Details of access and parking area pursuant to condition 3 and replacement tree works, condition 4 of planning permission TM/10/02487/FL (Reconstruction of existing garage, changing existing extension roof from flat to pitched, removal of small rear extension and alterations to fenestration, enlargement of entrance drive to improve sight lines). Approved on 8 December 2014.

4. MINUTES The Minutes of the meeting held on 18<sup>th</sup> November 2014 were signed and approved with a small amendment by Cllr Hall.

#### 5. MATTERS ARISING

Kent Highways – items to be reported:

Coach Road Closure – 12 January for 1 day

Broken tarmac around manhole covers – Oldbury Lane and Spring Lane

Broken signage, Coach Road and Copt Hall Road

Depression in Coach Road

Flooding in Raspitt Hill

Blocked drains on A227

Lights out in lower Village Hall Car Park

Lease for Guide Hut - Update – We have received a message regarding various improvements to SKIPS. Mrs Chesson has been in touch regarding an amendment to the draft lease to take out the reference to the boundary wall. This has been agreed and pending signing, the Parish Council will give confirmation to KCC that works are permitted under the terms of the lease.

Proposed new scout/football building – Update – James Reid had received 2 quotes for some ground investigation works for £2,000 and £2,250 respectively. It was agreed that it would be okay to accept the lower quote.

School Building Project – Update – The project is moving forward.

Defibrillator – Installed – The defibrillator is now installed and registered with South East Ambulance Service. The code for the cabinet will be given out if someone calls 999. Further training to be organised in the New Year. The possibility of having a second defibrillator in the village was discussed.

Ightham FC Pitch Levelling - Update – Nothing to report.

Old Lane Gypsy Site - Cllr Chartres had driven down Old Lane and which is covered with leaves and the hedges need flailing. Parish Clerk to report to Kent Highways.

Update Salt Bin outside Village Hall – Cllr Willingham to organise and put in a jumbo bag to transfer existing salt.

Busty Stream – Update – TMBC have established that the service pipes under the bridge belong to BT openreach and a foul sewer which would be a problem if we wanted to raise the bridge. Cllr Chartres suggested that a possibility would be to dig out the river bed rather than move the pipes. Parish Clerk to respond to TMBC. In the meantime, Parish Clerk to ask Antony Edwards whether he could clear it.

Community Enhancement Fund - New Tender to connect to Mains Drainage – We are hoping that this can now be done when the School work is undertaken, by the same Contractors.

New Standing Orders & Finance Regulations - Parish Clerk to make a few amendments to definitions and recirculate. Cllr Holden to pass draft Financial Regulations to Parish Clerk with a few amendments.

Budget & Precept 2015 – We have received the Precept form from TMBC which needs to be returned by 27<sup>th</sup> January 2015. Our allocation for 2015-6 is £5,672 and Council Tax Support Grant £1,998.81. In addition we will receive Election Expenses depending on whether we have a contested or uncontested election. Cllr Edwards, Cllr Holden and Parish Clerk to meet early January to determine the budget for next year.

Lease for Tennis Club & Lease for The Paddock – The draft Tennis Club Lease has been sent to the Tennis Club, we need to establish who the Tenants will be as they will need to be Trustees as the Tennis Club is not incorporated. Parish Clerk to send copy of the Constitution to Warners and liaise with the Tennis Club to determine who will be named. The Parish Clerk is chasing up the draft lease for the Paddock.

ROSPA – Repairs to the Play Ground. We have received a quote for around £7,500 to carry out various repairs, not including equipment that we would like to replace.

Recreation Ground – New Equipment Quote received – We have received a quote from Wicksteed for options to replace the roundabout, the infant and junior climbing frame and add a couple of new items, these range from £28,000 to £30,000. It was agreed that the Parish Council would like to invest in some new equipment and asked the Parish Clerk to come up with a formal proposal. It was suggested that we spend in the region of £40,000.

Broadband – Gigaclear are using verges to lay their cables as there has been a problem with installation in narrow country lanes.

## 6. CORRESPONDENCE

KALC – Community Awards Scheme 2015 – Cllr Holden to forward proposal to Parish Clerk. Request from Ightham Primary School for new fencing between school and recreation ground & confirmation of ownership of wall between School and SKIPS. It was agreed that the Parish Council would replace the chestnut fence between the Recreation Ground and the School. Also that the Parish Council had no problem with the School putting up additional security fencing on their boundary. It was established that the wall between Skips and the school belongs to the school.

Landscape Services – Quote Grounds Maintenance 2015 – We have received a quote for 2015 for £1993.81 for mowing and maintenance of the Recreation Ground. It was agreed that we should accept it. A point was raised that the leaves needed to be cleared from the Pathway to SKIPS, Parish Clerk to ask Anthony Edwards,

Results from Housing Needs Survey Received – A copy of the survey was circulated to all Councillors. The response rate was 28%. Overall there was a need for 9 affordable homes.

## 7. FINANCE

The following accounts are submitted for payment: proposer Cllr Willingham, Seconded Cllr Brierley.

Parish Clerk Salary & Expenses	£576.06
Jane Haselden – Website	£30.00
EDF – Electricity at Pavilion	£38.00
Action with Communities in Rural Kent – Housing Needs Survey	£756.00
Ightham PCC – Parish Magazine and Information Booklet	£50.00
<b>Total</b>	<b>£1,450.06</b>

## Income

TMBC – Second Installment PC FAPC IG	£2,800.00
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Following signature of Bank Mandate at the last meeting to remove Mike Holden as signatory, it was resolved that the authorised signatories in the current mandate for the accounts detailed in section 2, be changed in accordance with sections 5 and 6 and the current mandate will continue as amended.

Financial position at 30 November 2014

Current account: £10,276.50 (including unrepresented cheques of £500.00) Deposit account: £181,154.45

#### 8. ANY OTHER BUSINESS

Cllr Chartres reported that following his article in the Parish Magazine, a resident had circulated a leaflet opposing the plans for the Dark Hill Roundabout. Cllr Chartres has since spoken to the Resident and others who had been in contact to confirm that there were no plans in motion as such and that the proposals for Dark Hill Roundabout were merely suggestions for potential development in the future. It was suggested that in future, residents should contact Councillors in the first instance if they have any concerns.

The Men's Breakfast has changed timings and will now be at 8.30am followed by the Borough Councillor Surgery at 9.30am. The dates will be published in the Parish magazine.

Cllr Brierley suggested that some Trees should be planted outside the new houses in Fen Pond Road. Cllr Chartres to approach Circle Housing.

Cllr Brierley reported that the Scout Hut roof is leaking and has been contacted by James Reid about a contribution for repairs. It was agreed that under S.19 LGA that we would contribute £2,000 towards the repairs. Parish Clerk to notify James Reid.

Cllr Cracknell reported that the carols in the Square would be on Monday 22<sup>nd</sup>. The tree has been installed in the garden opposite the George & Dragon. We would like to thank Gayle and Mark Levy, David Cox and The Fairlawne Estate.

The Village Fayre will be run in conjunction with the Horticultural Club and held at Ightham Mote on 18<sup>th</sup> July 2015.

Cllr Gillow reported that Ightham Mote would be open as usual apart from Christmas Eve and Christmas Day.

The Parish Clerk reported that we had received a response from Kent Highways about traffic issues on A227, to say that they wouldn't be able to make any improvements due to budgetary constraints as there was no crash history.

#### 9. PUBLIC

No members of the public were present.

The meeting closed at 10.10pm

11/14

**IGHTHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD**  
**ON TUESDAY 18th NOVEMBER 2014 AT IGHTHAM VILLAGE HALL AT 7.45pm**

Present: Cllr Edwards, Cllr Brierley, Cllr Chartres, Cllr Cracknell, Cllr Hall, Cllr Holden, Cllr Mitchem, Cllr Willingham, The Parish Clerk.  
Mr Sherhod – New Headmaster, Ightham Primary and PCSO Mark Thomas were also in attendance.

The Chairman welcomed Mr Sherhod as new Headmaster of Ightham Primary School. Mr Sherhod said that he had settled into the School well and that the plans for the new school building project were underway.

PCSO Mark Thomas reported that there had been a couple of burglaries in the area recently and one is believed to be linked to a spate of over 100 burglaries in the region. The gang are believed to be using a silver Audi and blue Ford Mondeo with false number plates and a reward is being offered to help catch the gang. An article has gone into the Parish Magazine advising residents on steps to deter burglars.

There has been another theft from the clothes bank in the Village Hall car park.

**5. APOLOGIES**

Cllr Gillow

**6. DECLARATION OF INTERESTS**

None

**7. PLANNING APPLICATIONS**

**TM/14/03104/RD** The Rowans, Bates Hill, Ightham, Sevenoaks, Kent TN15 9HB. Details of access and parking area pursuant to condition 3 and replacement tree works, condition 4 of planning permission TM/10/02487/FL (Reconstruction of existing garage, changing existing extension roof from flat to pitched, removal of small rear extension and alterations to fenestration, enlargement of entrance drive to improve sight lines).  
Applicant: Kevin And Tracey Sparshott. "No objection."

**TM/14/03527/FL** Apple Leaf Chapel Row, Ightham, Sevenoaks, Kent, TN15 9AG. Single storey rear extension and dormer extension to rear roof slope . Applicant: Mr Alex Jones. "No objection."

**TM/14/03658/CR3** Ightham County Primary School, Oldbury Lane, Ightham, Sevenoaks, Kent TN15 9DD. County Regulation 3 Consultation: The demolition of existing mobile classroom and the erection of a two storey pitched roof extension comprising of two no. classrooms, WC facilities and storage (KCC ref: KCC/TM/0341/2014) Applicant: Ightham County Primary School, Mr Nigel Coupland. "We strongly support this application."

**TM/14/03760/FL** 18 Upper Spring Lane, Ightham, Sevenoaks, Kent TN15 9DP. Single storey extension to rear and loft conversion with dormers. Applicant: Mr Garside 18 Upper Spring Lane. Ightham. Sevenoaks, Kent TN15 9DP. "No objection."

**Planning Applications Approved**

**TM/14/03029/FL** South Lodge, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP. Detached store/outbuilding in garden. Approved on 21 October 2014.

**TM/14/03239/ELEX** Sandy Lane, Ightham, Sevenoaks, Kent. Remove overhead lines and install new underground cabling and terminal poles with back stays. Approved on 29 October 2014.

**TM/14/02809/FL** Land South Of A25 And West of Fen Pond Road, Ightham, Sevenoaks, Kent. Erection of stables building comprising 4 loose boxes and tack room and construction of sand school for private use. Approved on 3 November 2014.

**TM/14/02949/FL** The Well Springs, Rectory Lane, Ightham, Sevenoaks, Kent TN15 9AJ. Front and rear single storey extensions and alterations to roof. Approved on 11 November 2014.

**TM/14/02950/LB** The Well Springs. Rectory Lane. Ightham. Sevenoaks. Kent TN15 9AJ. Listed Building Application: Front and rear single storey extensions and alterations to roof and internal works to create open plan kitchen/diner. Approved on 11 November 2014.

**TM/14/03202/FL** Wellwood, Common Road, Ightham, Sevenoaks, Kent TN15 9DY. Two storey extension to side of property in place of existing single storey extension, additional roof works to form pitched roof over existing flat roof dormers. Approved on 12 November 2014.

#### **Planning Applications Refused**

**TM/14/02478/FL** Stone Acre, Copt Hall Road, Ightham, Sevenoaks, Kent TN15 9DT. Proposed demolition of chalet bungalow and detached double garage and construction of a 2/3 storey house with integral double garage. Refused on 22 October 2014.

4. MINUTES The Minutes of the meeting held on 21<sup>st</sup> October 2014 were signed as a true record of that meeting.

#### 5. MATTERS ARISING

Kent Highways – items to be reported:

Pothole on Back Lane opposite Planet Plants

Pothole between Double Dance and Charters

Signage on Ismays and Back Lane facing in the wrong direction

Depression in tarmac in Coach Road

Bollard down at Dark Hill Roundabout

Broken Sign at the end of Styants Bottom Road.

Street Lights – Sevenoaks Road – We have been asked to establish ownership of the two street lights in the small car park as they aren't working. After investigations with KCC it would seem that they are privately owned by the building that used to be the Cob Tree Pub.

Lease for Guide Hut - Update – Warners have sent a fax to Gullands asking why we haven't received a response to our request to sign the agreed lease in early September. The Chairman asked whether we could start charging the increased rent before the lease is signed, a letter will be sent to Mrs Chesson making such a request.

Proposed new scout/football building – Update – We are still awaiting costings. We have received a copy of a letter from Andrew Gilbert enclosing application forms and drawings in relation to discharge of conditions 3 and 9 of the Planning Consent.

School Building Project – We can only make a limited donation under s.137 Local Government Act and have contributed the maximum amount in this financial year. The Parish Council will make a further donation towards the building project next April and will look into the possibility of a loan.

Bin Men – Oldbury Lane – Cllr Chartres had written to TMBC to request that the bin men avoid school drop off times to alleviate congestion in Oldbury Lane.

Defibrillator – Installation & Training 4<sup>th</sup> December – The Defibrillator electrical supply and light have now been set up and there will be a training session in the Village Hall on 4<sup>th</sup> December at 10am when the Defibrillator will be installed and ready for use.

Ightham FC Pitch Levelling - Update – Nothing to report.

Old Lane Gypsy Site - Nothing to report.

Update Salt Bin outside Village Hall – A jumbo bag is due to be delivered in November.

Community Enhancement Fund - New Tender to connect to mains drainage – Action Enviro have written to us to say that they no longer work in the area and advising us to find an alternative local contractor. This work will now have to go to tender.

New Standing Orders & Finance Regulations – Appointment of Internal Auditor – A draft of the revised Standing Orders has been circulated. A few queries were raised regarding definitions and headings and it was agreed that everyone would have a further look at them before adopting them. Cllr Holden has a draft of the Financial Regulations which he will have a look at.

Lease for Tennis Club & Lease for The Paddock – Warners have sent a draft of the Tennis Club lease which has been sent to Brenda Holden. They are still working on the lease for the Paddock.

Tonbridge Road – Traffic Calming – No response had been received from KCC. Parish Clerk to chase up. It was suggested that chicanes may be a possibility.

ROSPA – Repairs to the Play Ground – We have received a quote from Playsafe for repairs. Parish Clerk to send suggested repairs to Cllr Willingham. We are in the process of looking into some new play equipment.

Recreation Ground – New Equipment - Cllr Mitchem and the Parish Clerk met with a representative from Wicksteed to discuss some new climbing frames and a new roundabout for the larger play area, we are waiting for a quote. Parish Clerk to ask Playsafe whether they supply equipment as well.

Busty Stream / Bridge – Regular Clearing – TMBC are looking into the possibility of reclassifying the Busty Stream as a “main river”, this would mean that the Environmental Agency would take responsibility for clearing it. In the meantime, Parish Clerk to write to all Riparian owners reminding them to keep their section free from debris and ask Anthony Edwards to clear the pathway and stream from weeds.

Password & Back up for new laptop – A copy of the passwords for the new Parish Laptop was passed to Cllr Holden.

Broadband – There have been some major delays with Gigaclear installing fibre optic cabling in Ightham and Ivy Hatch. We are still awaiting news on when the BT cabinet will have an electricity supply so that Superfast Broadband will be available to the IvyHatch side of Ightham. Parish Clerk to write to BT and copy Sir John Stanley requesting that this should be done as a matter of urgency.

## 8. CORRESPONDENCE

KALC – Community Awards Scheme 2015 – Cllr Holden has identified potential candidates for the awards.

KCC Budget Consultation – It was decided that we wouldn't respond.

KALC Donation towards J5 Slips – It was agreed in the August meeting that IPC would donate £500 towards an economic Benefits Study for J5 Sliproads on M25. KALC have send a request asking for the money as they are now ready to commission the report.

Feedback on Local Policing – We have received a letter to say that details of our local officer could be found on the kent police website:  
[www.kent.police.uk/your\\_neighbourhood/ward.seam?id=1226](http://www.kent.police.uk/your_neighbourhood/ward.seam?id=1226). Our local PCSO is Mark Thomas.

Love where You Live Environmental Champions Nomination Form – No nominations were put forward.

KALC AGM 22<sup>nd</sup> November 2014 – Nobody was available to attend.

Community Payback Nomination Form – Parish Clerk to reply requesting the section of Verge from Coach Road to Old Lane to be cleared of litter and reiterate previous request.

## 9. FINANCE

The following accounts are submitted for payment: Proposer: Cllr Hall, Seconded Cllr Mitchem

Parish Clerk Salary & Expenses	£412.00
Jane Haselden – Website	£30.00
KALC – Openness & Transparency Conference 7 November (Parish Clerk)	£25.00
Village Hall Lettings	£240.00
KALC – Funding for Study J5 Slips	£500.00
Poppy Wreath	£17.00
JH Gardening Services	£2,770.00
Robert Lee-Amies – War Memorial, Rec and Village Hall Work	£319.89
Anthony Edwards – Maintenance to Church Grounds and Parish Grounds	£1,358.00
RBS Electrical Contractors Ltd	£159.48
<b>Total</b>	<b>£5,831.37</b>

Financial position at 31 October 2014

Current account: £6,107.167 (including unpresented cheques of £328.52) Deposit account: £188,338.71

## 10. ANY OTHER BUSINESS

Cllr Edwards reported that Cllr Gillow had written a letter of resignation but would be willing to remain on the Parish Council until a suitable replacement is found.

Cllr Holden said that he had spoken to a number of residents who were concerned about the possibility of residential development at the Paddock. There are no plans in place at the moment.

Cllr Cracknell reported that Carols in the Square would be on 22<sup>nd</sup> December.

Cllr Brierley has a Rowan which is now ready to be planted in the turning circle in the Car Park.

Cllr Chartres raised the issue of poor mobile signal in the area. David Cox had offered to look after the Christmas Tree, The Fairlawne Estate have offered us a tree, Cllr Chartres to liaise with them regarding delivery. Cllr Chartres also raised the idea of applying for house numbers in Ightham where there are none, to assist with deliveries.

## 11. PUBLIC

The meeting closed at 10.25pm



10/14

**IGHTHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD**  
**ON TUESDAY 21st OCTOBER 2014 AT IGHTHAM VILLAGE HALL AT 7.45pm**

Present: Cllr John Edwards, Cllr Brierley, Cllr Chartres, Cllr Cracknell, Cllr Holden, Cllr Mitchem, Cllr Willingham, The Parish Clerk and 1 Member of the Public.

**8. APOLOGIES**

Cllr Gillow and Cllr Hall.

**9. DECLARATION OF INTERESTS**

None.

**10. PLANNING APPLICATIONS**

**TM/14/03202/FL** Wellwood, Common Road, Ightham, Sevenoaks, Kent, TN15 9DY. Two storey extension to side of property in place of existing single storey extension, additional roof works to form pitched roof over existing flat roof dormers. Applicant: Pepa Creative, Mr Peter Trill, Wellwood, Common Road, Ightham, Sevenoaks Kent TN15 9DY. "No objection."

**TM/14/03239/ELEX** Sandy Lane, Ightham, Sevenoaks, Kent. Remove overhead lines and install new underground cabling and terminal poles with back stays. Applicant: Freedom Jessica Hall Unit 7, Blocks 2 And 3 Vestry Industrial Estate, Sevenoaks, Kent TN14 5EL. "We always strongly support undergrounding of cables."

**TM/14/02809/FL** Land South Of A25 And West Of Fen Pond Road, Ightham, Sevenoaks, Kent. Erection of stables building comprising 4 loose boxes and tack room and construction of sand school for private use. Applicant: Mrs C Pitcher. "No objection."

**TM/14/03119/FL** The Bower House, Tonbridge Road, Ightham, Sevenoaks, Kent TN15 9AJ. New two bay oak framed heritage-style garage. Applicant: David Wilson, The Bower House, Rectory Lane, Ightham, Kent TN15 9AJ. "While we have no objection in principle, the siting of the garage is inappropriate in relation to the adjacent property and the street scene and with regard to getting cars in and out."

**Planning Applications Approved**

**TM/14/02396/TPOC** Malt House, Ightham Court, Fen Pond Road, Ightham, Sevenoaks, Kent TN15 9JF. Various works to trees as described in schedule including removal of line of 32 Leylandii. Approved on 16 September 2014.

**TM/14/02797/TNCA** Morewell, Spring Lane, Ightham, Sevenoaks, Kent TN15 9DR. T1: Beech tree - raise lower crown to approx. 9m. Crown reduction of 20% and remove any deadwood. No Objection on 16 September 2014.

**TM/14/01489/FL** Land Adjoining Ightham Farm Shop, Sevenoaks Road, Ightham, Sevenoaks, Kent. Use of land as hand car wash and associated canopy and storage container. Approved on 24 September 2014. **Note: This is now open.**

**TM/14/02428/FL** George & Dragon, The Street, Ightham, Sevenoaks, Kent, TN15 9HH. Installation of new kitchen extract system (re-submission). Approved on 25 September 2014.

**TM/14/02429/LB** George & Dragon, The Street, Ightham, Sevenoaks, Kent, TN15 9HH. Listed Building Application: Installation of new kitchen extract system (re-submission). Approved on 25 September 2014.

**TM/14/02601/LDP** 4 And 5 Manor Farm Cottages, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DG. Lawful Development Certificate Proposed: Domestic outbuilding incidental to the enjoyment of the existing dwellinghouse. Certified on 22 September 2014.

**TM/14/00670/LDE** Copthall, Ismays Road, Ightham, Sevenoaks, Kent, TN15 9BB. Lawful Development Certificate Existing: Use of land as residential garden within domestic curtilage of 'Copt Hall'. Certified on 8 September 2014.

**TM/14/02910/TNCA** Ivors, High Cross Road Ivy Hatch, Sevenoaks, Kent TN15 0NR. Fell Norway Spruce (T1) - crown lift Lime Tree (T2). No Objection on 2 October 2014.

**TM/14/02951/TNCA** The Cottage. Redwell Lane. Ightham. Sevenoaks, Kent, TN15 9EH. Removal of ten Leylandii, remove Cedar Tree adjacent to house, reduce height of Holly, Hawthorn and Laurel on boundary. No Objection on 7 October 2014.

**TM/14/00182/FL** Cricketts Farm, Borough Green Road, Ightham, Sevenoaks, Kent TN15 9JB. 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. Approved on 13 October 2014.

**TM/14/02873/FL** Colebank, Ismays Road, Ivy Hatch, Ightham, Kent TN15 0NX. Two storey side extension, entrance gable, dormers and pitched roof (resubmission of TM/11/02597/FLX). Approved on 16 October 2014.

**TM/14/02968/TPOC** The Oaks, Oldbury Lane, Ightham, Sevenoaks, Kent TN15 9DE. Large Oak tree - Thin crown by 20%, raise lower limbs and remove Ivy. Approved on 14 October 2014.

4. MINUTES Approval of the meeting held on 19<sup>TH</sup> September 2014. The Minutes were approved and signed as a true record of the meeting.

#### 5. MATTERS ARISING

Kent Highways – items to be reported:

Raspitt Hill, flooding by the entrance due to a blocked drain.

A227 outside Gibbons Place – Blocked drain.

Bates Hill – Blocked drains due to leaves – Cllr Cracknell to put note in Parish Magazine.

Styants Bottom – Flooding caused by land run off.

Overgrown hedges outside Meadlands and Palfreys, Parish Clerk to send standard letter.

Overgrown hedges outside Broadacre and opposite Jubilee Crescent – Parish Clerk to pass to KCC to follow up.

Leathercote Corner needs to have vegetation cut back.

A Resident in Oldbury Lane was meeting with Kent Highways on Wednesday 22<sup>nd</sup> October to discuss putting bollards outside her property to prevent people parking there.

Cllr Holden reported that the Bin Men had been coming down Oldbury Lane at school drop off time, blocking the road. Cllr Chartres to follow up.

Copt Hall Road will be closed on 1<sup>st</sup> December for up to 5 days to install a new water main.

Street Lights – Sevenoaks Road – Street lights in the Car Park near Little Cobs are out, KCC had passed to us as they thought they were owned by us. Ightham doesn't have any street lights so Parish Clerk to go back to KCC and query. Will also report to UK Power Networks.

Lease for Guide Hut - Update – We are still waiting for the lease to be signed, Warners are chasing up.

Proposed new scout/football building – Update – James Reid has met with Structural Engineers and Architects and should have some drawings soon. They hope to resume fund raising before Christmas.

Defibrillator – Installation & Training – The Box has been installed outside the Village Hall, we are waiting for the electricians to put in a power supply. Cllr Edwards also asked whether a sensor light could be put in the porch so that it would be possible to read instructions in the

dark. Cllr Brierley, Cllr Cracknell and Cllr Mitchem said that they would be interested in attending the training session.

Protecting Playing Fields – Ightham FC Pitch Levelling - Update – The Football Club have received an estimate for Pitch levelling which was in the region of £20k. TMBC have advised that it should be done at the same time as the Scout Hut. The Football Club are looking at fund raising options and the possibility of getting matched funding.

Old Lane Gypsy Site – Update – Letter from the Planning Inspectorate – We have received a letter to say that the decision on the Old Lane site will be deferred until 12 January 2015.

Salt Bin outside Village Hall – We have received confirmation that the salt will be delivered to the same bins as last year, we are awaiting a delivery date. Cllr Willingham to organise a crate for the Village Hall.

Community Enhancement Fund – Grant of £2,500 Received – We will use the grant to part fund the mains drainage works at SKIPS. We have to claim the grant within 6 months.

New Standing Orders & Finance Conference Feedback – It was agreed that the Parish Clerk together with Cllr Holden would review Standing Orders and the new Finance Regulations and circulate in draft to all Councillors before approval and adoption. In order to ensure Openness and Transparency, it was Resolved that Cllr Holden should be removed as a Signatory.

Lease for Tennis Club & Lease for The Paddock – With Warners.

Litter Bins – TMBC have installed a new litter bin by the bus stop on Back Lane which will be emptied once a week and the emptying frequency of the 4 bins in the Recreation Ground has been increased.

Tonbridge Road – Traffic Calming – A letter has been sent to Kent Highways asking how safety of pedestrians and cyclists can be improved on A227.

ROSPA – Repairs to the Play Ground – The Recreation ground has been inspected by Contractors following the ROSPA report and we are waiting for a quote for suggested works.

Busty Stream - The Busty Stream had flooded again and there was a considerable amount of vegetation in the stream and under the bridge which has now been removed. Parish Clerk to write to Riparian Owners reminding them of their responsibilities to keep the stream clear of vegetation and debris outside their properties. Parish Clerk also to write to Kent Highways and Public Rights of Way Departments to ask about reconstructing the footbridge which needs to be raised to allow water to flow freely. Cllr Chartes to chase up Steve Medlock regarding the culvert.

Feedback from JPCTCG Meeting – The Parish Clerk had attended the JPCTCG meeting and reported that Matthew Balfour had reiterated the importance of proposing potential sites for Local Housing. The Local Housing Needs Survey had been sent out in Ightham.

Broadband – There will be a demonstration by Gigaclear on Saturday 25<sup>th</sup> October and Saturday 15<sup>th</sup> November at Sevenoaks Prep School.

## 10. CORRESPONDENCE

Approval of 2014 Accounts – The Audit has now been completed. The Notices have been displayed in accordance with The Accounts and Audit (England) Regulations 2011 (SI 2011/817). It was agreed that we would carry out the Risk Assessments and Internal Control Arrangements now required.

KCC – Consultation on Community Wardens – We don't currently benefit from the scheme.

KALC – Community Awards Scheme 2015 – The Nomination form will be forwarded to Cllr Holden for consideration.

KCC Budget Consultation – Parish Clerk to summarise so that we can make a response if appropriate.

Feedback on Local Policing – We have been asked to comment on the Local Policing Model directly to Ann Barnes. It was agreed that we would like to say that there seems to be no-one responsible for Ightham and that we would like to have a visible, regularly accessible Police Officer in the area as there has been a recent increase in crime. Parish Clerk to forward E-Watch to Councillors.

Letter from Mike Taylor regarding Planning Application for Sainsbury's at the Henry Simmonds Public House – It was decided that the Parish Council could not make representations on behalf of Parishioners but people could reply individually if they wanted to.

Letter Re Financial Arrangements – We have received a letter from TMBC stating that the allocation for Ightham 2015/6 would be £5,672.

## 11. FINANCE

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

Parish Clerk Salary & Expenses	£412.00
PC World - Laptop & Microsoft Office, McAfee Security	£528.99
Jane Haselden – Website	£30.00
Anthony Edwards – Maintenance to Church Grounds	£1,142.60
Anthony Edwards – Maintenance to Parish Grounds	£346.00
KALC – Finance Conference 17 October (Parish Clerk)	£72.00
PKF LittleJohn – External Audit 2014 Annual Return (inc VAT)	£480.00
Robert Lee Amies – Work at Recreation Ground and Village Hall	£298.52
Action Enviro – Southern Water – Connection from Guide Hut to Sewer	£277.00
KCC Planning Department – School Building Project Professional Fees (s.137)	£1,155.00
GPM2 Design – Architectural Services (inc VAT) (s.137)	£7,980.00
Axix Land Surveying Limited (inc VAT) (s.137)	£1,350.00
<b>Total</b>	<b>£14,072.11</b>

Income	
TMBC – Precept	£48,771.98
Honda – Cash Back from Mower	£50.00
SKIPS – Rental	£125.00
<b>Total</b>	<b>£48,946.98</b>

Financial position at 30 September 2014

Current account: £5,629.78 (including unrepresented cheques) Deposit account: £ 203,338.7

## 12. AOB

Cllr Mitchem had spoken to Geoff Preston about cricket balls going onto the roof of neighbouring property. It was suggested that the cricket Club should approach the Parish Council about funding for a net.

Cllr Cracknell reported that there would be no Pageant this year but Carols in the Square would be on 22<sup>nd</sup> December.

Cllr Holden asked about new equipment for the Play Area, The Parish Clerk had been in touch with someone who was going to come and give us some ideas.

Cllr Chartres asked whether the Parish Council had any objection to the School putting porta cabins in the recreation ground in the event of a disaster. The School are putting together a Disaster Recovery Plan as part of their Risk Management. It was agreed that we had no objection.

Cllr Willingham had received some quotes for improvements to the kitchen in the Village Hall ranging from £4,829 to £5,452. It was agreed that the Parish Council would pay for the improvements to be carried out. Cllr Willingham also asked whether we would be happy to pay increased rent of £50 for storage at the Hall. It was agreed that we would pay the increased amount. He also reported that the Village Hall are looking for a new Treasurer and Secretary.

The meeting closed at 10.15pm.

9/14

**IGTHAM PARISH COUNCIL**  
**MEETING OF THE PARISH COUNCIL HELD**  
**ON TUESDAY 16TH SEPTEMBER 2014 AT IGHAM VILLAGE HALL AT 7.45pm**

**MINUTES**

**Present: Cllr Edwards, Cllr Brierley, Cllr Chartres, Cllr Cracknell, Cllr Holden, Cllr Mitchem, Cllr Willingham and the Parish Clerk.**

**11. APOLOGIES**

Cllr Hall & Cllr Gillow

**12. DECLARATION OF INTERESTS**

Cllr Brierley declared an Interest in relation to the Planning Application TM/14/02968/TPOC

**13. PLANNING APPLICATIONS**

**TM/14/02601/LDP**

4 And 5 Manor Farm Cottages, Oldbury Lane, Ightham, Sevenoaks, Kent TN15 9DG. Lawful Development Certificate Proposed: Domestic outbuilding incidental to the enjoyment of the existing dwellinghouse. Applicant: Mr Oliver Barratt.

**TM/14/02797/TNCA**

Morewell, Spring Lane, Ightham, Sevenoaks, Kent TN15 9DR. T1: Beech tree - raise lower crown to approx. 9m. Crown reduction of 20% and remove any deadwood. Applicant: Mrs Cannell Morewell Spring Lane Ightham Sevenoaks Kent TN15 9DR. "No objection."

**TM/14/02910/TNCA**

Ivors High Cross Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NR. Fell Norway Spruce (T1) - crown lift Lime Tree (T2). Applicant: Mr Dominic Lowres Ivors, High Cross Road, Ivy Hatch, Sevenoaks, Kent TN15 0NR. "No objection."

**TM/14/02951/TNCA**

The Cottage, Redwell Lane, Ightham, Sevenoaks, Kent, TN15 9EH. Removal of ten Leylandii, remove Cedar Tree adjacent to house, reduce height of Holly, Hawthorn and Laurel on boundary. Applicant: Mrs Nicola Murray, The Cottage, Redwell Lane, Ightham, Sevenoaks Kent TN15 9EH. "No objection providing Liz Guthrie is content."

**TM/14/02873/FL**

Colebank, Ismays Road, Ivy Hatch, Ightham, Kent, TN15 0NX. Two storey side extension, entrance gable, dormers and pitched roof (resubmission of TM/11/02597/FLX). Applicant: Mr & Mrs Andrew Darius. "No objection."

**TM/14/02968/TPOC**

The Oaks, Oldbury Lane, Ightham. Large Oak Tree, thin crown by 20%, raise lower limbs and remove ivy. Applicant: Mr Humphrey Brierley. "No objection providing Liz Guthrie is content."

**TM/14/02949/FL**

The Well Springs, Rectory Lane, Ightham, Sevenoaks, Kent TN15 9AJ. Front and rear storey extensions and alterations to roof. Applicant: Mr & Mrs G Sagemo. Cllr Holden will review this application.

**TM/14/02950/LB**

The Well Springs, Rectory Lane, Ightham, Sevenoaks, Kent TN15 9AJ. Listed Building Application: Front and rear single storey extensions and alterations to roof. Applicant: Mr & Mrs G Sagemo. See above.

## **Planning Applications Approved**

### **TM/14/02466/FL**

The Old Church House, Coach Road, Ivy Hatch, Sevenoaks, Kent TN15 0PF. Single storey rear extension and new rooflights, dormers, first floor windows and bi-fold doors to existing building . Approved on 8 September 2014.

### **TM/14/02350/FL**

Longstead, Common Road, Ightham, Sevenoaks Kent TN15 9ED. Replacement roof to rear extension and part removal of rear lean to and porch and rear utility extension of same area and sunken porch. Approved on 26 August 2014.

### **TM/14/01727/FL**

Beaconsmount Close, Pine Tree Lane, Ivy Hatch, Sevenoaks, Kent TN15 0NJ . Replacement detached dwelling, detached garage and change of use of agricultural land to residential curtilage . Approved on 18 August 2014.

### **TM/14/02573/FL**

Roughways, Rectory Lane, Ightham, Sevenoaks, Kent, TN15 9AJ. New front porch. Approved on 9 September 2014.

**4. MINUTES** - The Minutes of the meeting held on 19<sup>TH</sup> August 2014 were approved and signed with some minor typographical amendments.

## **5. MATTERS ARISING**

Kent Highways – items to be reported:

The Parish Clerk was asked to obtain the Gully Cleaning Rota from KCC.

Broadacre – Hedge encroaching onto highway, letter to be sent to owners.

The bridleway next to Hope Cottage has now been cut back.

Blocked drain on the righthand side of Ismays after A227 junction.

Ightham Village Sign on Leathercote Corner obscured by foliage.

Lease for Guide Hut - Update – Warners have sent the agreed lease to Gullands for final approval.

Proposed new scout/football building – Update – Engineering drawings are being done and will be ready within the next few weeks. Following its success as a fundraising event, The Music Festival will be repeated next year.

Defibrillator – Installation & Training – We have received the Defibrillator and Cabinet. Cllr Willingham to organise installation of the cabinet on the side of the Village Hall, which will need an electrical supply. Once installed, somebody from SECamb will come and set up the defibrillator and will organise training for a minimum of 4 people. Cllr Crackenll to put information in the Parish Magazine for anyone interested in attending a training session.

Protecting Playing Fields – Ightham FC Pitch Levelling - Update – Nothing to report.

Old Lane Gypsy Site – Update – Nothing to report.

Local Plan & Rural Housing Needs Survey– Update – TMBC have confirmed the contents of the letter and questionnaire. It is due to be sent out to every household in the Village on 20<sup>th</sup> October, second class, with a return date of 12<sup>th</sup> November. We will be invoiced on the completion of the report.

Salt Bin outside Village Hall – Cllr Willingham to organise. Parish Clerk to find out when we are due to have the salt delivered. The salt bin by the bus stop opposite the George & Dragon has now been emptied and can be refilled with salt

Community Enhancement Fund – We are awaiting a decision.

New Standing Orders & Legislation – Parish Clerk has reviewed the Draft Standing Orders and new Financial Regulations. The Standing Order on Tenders is obligatory. The guidelines suggested that contracts for the supply of goods, materials, services and execution of works in excess of £60,000 should be procured on the basis of a formal tender. Our Standing Order at present states that we should tender for goods and services in excess of £10,000. It was Resolved that Ightham Parish Council would like to keep this limit to £10,000 as it is currently and therefore need not change the existing Standing Order. Other Standing Orders to be reviewed and adopted in due course. Cllr Holden agreed to look through the Draft Financial Regulations. The Parish Clerk will attend the KALC Finance Seminar in October and obtain advice on how we can work in accordance with the new Regulations.

Lease for Tennis Club – The Parish Clerk has a copy of the old Lease and Memorandum for the Tennis Club which is now ready to pass to Warners to enable them to draft a new 21 year lease.

Lease for The Paddock – Warners to review the draft lease for the Paddock. We have received an estimate from James Hayward of £2,500 to clear the Paddock as it is in a very poor state. It was agreed that we accept the quote and go ahead and get the work done so that we can get the lease up and running. Local residents in Copt Hall Road have agreed to take on the lease of The Paddock. Parish Clerk to write to James Hayward to accept the quote. It was also suggested that we ask Warners to review all leases to check that they are current.

Tonbridge Road – Traffic Calming- Cllr Cracknell reported that the traffic along the Tonbridge Road was becoming increasingly heavy and fast with a pinch point by the Cricket Club.. There had been a proposal to downgrade the road to B road but that hasn't happened. It was agreed that we should send a letter to KCC Highways asking for advice on how the road safety could be improved especially for pedestrians and cyclists. The hedges opposite the Cricket Club also need cutting back, Parish Clerk to write to occupiers.

ROSPA – Repairs to the Play Ground – We are awaiting a quote from ROSPA to carry out the repairs to the play areas. It was also suggested that we upgrade some of the play equipment. Parish Clerk to send brochures to Cllr Mitchem.

Broadband – BT have said that BT Infinity has now been installed in the Cabinet on Tonbridge Road, A227 and will be available for residents to subscribe once the electrical works have been carried out.

### **13. CORRESPONDENCE**

Kent Minerals & Waste Local Plan – Cllr Chartres has reviewed and everything that was requested had been included in the Plan.

### **14. FINANCE**

**The following accounts are submitted for payment: Proposed by Cllr Willingham and Seconded by Cllr Brierley**

Parish Clerk Salary & Expenses	£590.04
Jane Haselden – Website	£30.00
Robert Lee-Amies	£353.66
Kent & Sussex Air Ambulance	£250.00
SLCC (Society of Local Council Clerks) Membership	£101.00
EDF – Electricity to Pavilion	£39.46
Register of Data Controllers – Annual Subscription	£35.00
<b>Total</b>	<b>£1,399.16</b>

#### **Financial position at 31 August 2014**

Current account: £6,403.94 (including unrepresented cheques of £3,368.10)

Deposit account: £ 154,545.13

### **12. ANY OTHER BUSINESS**

The Parish Clerk was asked to write to Mr Sherhod, new Headmaster at Ightham Primary School, inviting him to a Parish Meeting.

Cllr Mitchem asked whether we could have more litter bins in the Recreation Ground and by the bus stop on Back Lane. Parish Clerk to check with TMBC.

Cllr Cracknell reported that Stephen Jones final service would be followed by a tea party at the Village Hall on 12<sup>th</sup> October, 2-5pm.

Cllr Chartres reported that the Car Wash and Cricketts Farm planning applications were being discussed at the Area 2 Planning Committee on 17<sup>th</sup> September. Cllr Edwards will speak on both applications.

Cllr Willingham asked whether the Parish Council would contribute to a new kitchen including new sink and dishwasher. It was Resolved that the Parish Council would make a contribution.

The barrier outside the Village Hall needs repainting, Cllr Willingham to obtain quotes.

The meeting closed at 10.10pm.

**IGHTHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD**  
**ON TUESDAY 19TH AUGUST 2014 AT IGHTHAM VILLAGE HALL AT 7.45pm**

Present: Cllr John Edwards, Cllr Sue Brierley, Cllr Rodney Chartres, Cllr Bernadette Gillow, Cllr David Hall, Cllr Kirsty Mitchem, Parish Clerk and eight members of the Public.

**1. APOLOGIES**

Cllr Cracknell, Cllr Holden and Cllr Willingham.

**2. DECLARATION OF INTERESTS**

Cllr Chartres declared an interest in relation to the Licence for Perpetto.

**3. PLANNING APPLICATIONS**

**TM/14/02350/FL** Longstead, Common Road, Ightham, Sevenoaks, Kent TN15 9ED. Replacement roof to rear extension and part removal of rear lean to and porch and rear utility extension of same area and sunken porch. Applicant: Mrs K Proctor, Longstead, Common Road, Ightham, Sevenoaks, Kent. "No objection."

**TM/14/02379/CAN** Watercrofts Wood, Old London Road, Badgers Mount, Kent TN14 7AE. Consultation by neighbouring Authority: Erection of Chapel/Crematorium, provision of ancillary car park and erection of a woodman's shed. Applicant: Bluebell Cemetery Property Ltd Agent: BHD Architects Oak House London Road Sevenoaks Kent TN13 1AF. "No Objection."

**TM/14/01727/FL** Beaconsmount. Pine Tree Lane, Ivy Hatch, Sevenoaks, TN15 0NJ. Replacement detached dwelling and change of use to agricultural land to residential curtilage. "No objection."

**TM/14/02428/FL & TM/14/02429/LB** George And Dragon, The Street, Ightham, Sevenoaks, Kent TN15 9HH. Installation of new kitchen extract system (re-submission) . Applicant: Shepherd Neame Ltd. "Support."

**TM/14/02466/FL** The Old Church House, Coach Road, Ivy Hatch Sevenoaks Kent TN15 0PF. Single storey rear extension and new rooflights, dormers, first floor windows and bi-fold doors to existing building Applicant: Mr Richard Hills, The Old Church House, Coach Road, Ivy Hatch, Sevenoaks, Kent TN15 0PF. "No objection."

**TM/14/02478/FL**

Stone Acre, Copt Hall Road, Ightham, Sevenoaks, Kent TN15 9DT. Proposed demolition of chalet bungalow and detached double garage and construction of a 2/3 storey house with integral double garage. Applicant: Mr Glynn Jones, Stone Acre. Decision deferred as application only just received.

**TM/14/00182/FL**

Criketts Farm, Borough Green Road, TN15 9JB. Retention and replacement of existing Buildings to create a small business centre and associated works. "No objection as this will provide much needed employment in the area."

**TM/14/02573/FL**

Roughways, Rectory Lane, Ightham, Sevenoaks, Kent TN15 9AJ. New front porch Applicant: Mr & Mrs Bradshaw "No objection."

**Planning Applications Approved**

**The Old Rectory**, Rectory Lane, Ightham, Sevenoaks, Kent TN15 9AL . 1 no. Ivy-covered Holly stem and 1 no. Leyland Cypress tree on the front roadside boundary opposite 'The Well Springs' - Prune to reduce the Holly to 1.8m in height - Carefully remove the collapsed stem from the adjacent Leyland Cypress tree. Reasons (Conservation Area) Highway safety . No Objection on 15 July 2014.

**The Ridings**, Copt Hall Road, Ightham, Sevenoaks, Kent TN15 9DU Demolition of conservatory and construction of new garage, side and rear single storey extension, new porch and conversion of existing



garage to habitable room. Approved on 25 July 2014.

**Ightham Warren**, Tonbridge Road, Ightham, Sevenoaks Kent TN15 9AP. T1: Sweet Chestnut - Remove T2: Sweet Chestnut - Remove (Plant suitable replacements elsewhere). No Objection on 22 July 2014.

**Two Trees House**, High Cross Road, Ivy Hatch, Sevenoaks, Kent TN15 0NN . Demolition of existing conservatory and erection of new single storey rear extension; alterations to rear elevation . Approved on 11 August 2014.

#### **Planning Applications Refused**

**Barnfield Cottage**, Stone Street Road, Ivy Hatch, Sevenoaks, Kent TN15 0NH. Redevelopment of redundant indoor riding arena, sand menage and engineered banks with a single dwelling, detached garage and associated new vehicular access . Refused on 15 July 2014.

**4. MINUTES** The Minutes of the meeting held on 15<sup>TH</sup> July 2014 were signed as a true record.

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

**Kent Highways** – items to be reported: Blocked drain at junction of Fen Pond Road and Borough Green Road opposite the Town House. Blocked drain opposite The Cottage on Oldbury Lane. Ismays Road will be closed for up to 2 weeks from 1<sup>st</sup> September for drainage works.

Cllr Hall queried whether the speed limit could be reduced to 30mph along Ismays Road. Cllr Chartes said that this was unlikely as there has to be an accident record for a speed reduction to be enforced.

**Lease for Guide Hut** - Update – Gullands indicated in recent correspondence that the lease was almost ready to be signed as there were no outstanding issues.

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

**Old Lane Footpath** – Update – Cllr Edwards has recently walked the path and reported that the recent works had stood up well to the recent heavy rain. The vegetation near to the tarmaced part of the path, had recently been cut back to allow for the bungalow to be removed from the Travellers site.

**Defibrillator** – Update – The cheque has been prepared for signing at this meeting and the Parish Clerk will place the order. The Parish Clerk has tried to contact the Community First Responder for Tonbridge, who lives in Ightham with a view to organising some training and having somebody locally who can use the quipment. The defibrillator will go onto the outside wall of the Village Hall.

Protecting Playing Fields – Ightham FC Pitch Levelling - Update – Nothing to report.

**Old Lane Gypsy Site** – Update – We are still awaiting the Secretary of State Decision but only one Touring Caravan now remains on the site.

**Local Plan & Rural Housing Needs Survey**– Update – The wording for the questionnaire and letter has now been finalised and the questionnaire will go out to all Parish members in October 2014.

**Salt Bin outside Village Hall** – Cllr Willingham to arrange.

Community Enhancement Fund – The Parish Clerk has applied for a grant for £2000 to go towards connecting Skips to the Mains Drainage, we are still awaiting a response.

**New Standing Orders** – Parish Clerk to compare the new draft Standing Orders to those currently in place. The Financial Standing Orders have to be adopted and we will need to carry out an Annual Risk Assessment of Financial Controls. Parish Clerk has contacted an Independent Financial Advisor to get a quote.

**Lease for Tennis Club** – Parish Clerk to forward papers to Warners to draft Lease.

**Broadband** – Cllr Hall reported that GigaClear have issued a letter to say that the project had been delayed due to a change in Contractors.

**Perfetto Premises Licence Application** – Udimore Stables have converted the Tack Shop into an Italian Restaurant/Shop and accordingly have applied for an alcohol licence. Initially the application was turned down as we understand some members of the public had petitioned against it. A new application is being sent to TMBC which we have supported. In the meantime, there is a temporary licence in place for weekends.

**Ightham Open Gardens 2015** - We have received details of an Ightham Garden Safari on Sunday, July 5th 2015. All profits raised would go to the Hospice in The Weald. The Parish Council would like to support this initiative.

**ROSPA Report** – Cllr Willingham organised some minor repairs to the Play Area that were highlighted in the recent ROSPA Report. A copy of the Report was passed to Cllr Mitchem.

#### **6. CORRESPONDENCE**

**Request for Matched Funding For Tennis Club Roof** – The Tennis Club have recently paid £4032 for a new roof for the Club House. As agreed in a previous meeting, Ightham Parish Council will pay half towards the cost of the roof, £2,016. This will also need to be noted in the new lease.

**Letter from Jacobs regarding Tree Works** – The tree report mentioned work that needed to be carried out at Arboret, the Parish Clerk has notified the owners.

**Letter from KALC regarding East Facing Slips on M25 and requesting donation towards economic benefits study** – It was agreed that Ightham Parish Council would be prepared to donate £500 towards the study, the same as Borough Green.

**Request for donation from Kent & Sussex Air Ambulance £250** – It was agreed that we would donate the amount requested. (S.137 LGA 1972)

**Kent Minerals & Waste Local Plan** – Cllr Chartres to review.

Letter From Mr Emmett – We have received a letter raising concerns regarding the Local Plan and

**Repairs to Old Lane** – Parish Clerk to draft a response.

**Ightham Primary School** – New Classrooms – Cllr Chartres outlined the new plans for Ightham Primary School for replacement toilets and classrooms. The project will cost in the region of £400k and Paul Carter, KCC has agreed to match funding. The school has some funds already but needs an additional £30K to get the project to the Planning stage, which is anticipated to be in the Autumn. The Parish Council have already said that they would help with the Project and Cllr Chartres asked whether we could contribute to the Professional Fees. It was agreed that we should do this as we have available funds.

## 7.FINANCE

**The following accounts are submitted for payment: Proposed by Cllr Hall, Seconded by Cllr Mitchem**

Parish Clerk Salary	£412.00
Jane Haselden – Website	£30.00
Anthony Edwards – Maintenance to Churchyard and Parish Grounds	£1,424.80
Commercial Services Trading Ltd – Grounds Maintenance, half yearly (inc VAT)	£849.11
Cleansing Service Group – Cess Pit emptying at SKIPS	£187.00
Ightham Village Hall – Rental	£180.00
Playsafety Limited – Playground Safety Inspection	£96.00
Wel Medical Ltd – Defibrillator	£1,718.10
Ightham Cricket Club – Donation towards Cricket Ground Treatment	£1,500.00
Bob Lee-Amies – Recreation Ground & Village Hall	£328.00
R Murduck- Repairs to slide in Recreation Ground	£20.00
K S Signs – Signwriting for Parish Noticeboards	£65.00
<b>Total</b>	<b>£6,810.01</b>
<b>Income</b>	
Allotment Fee – Rugg-Gunn	£50.00
<b>Total</b>	<b>£50.00</b>

**Financial position at 31 May 2014**

Current account: £5,229.95 (including un-presented cheques of £130.00) Deposit account: £164,545.13.

## 8. ANY OTHER BUSINESS

There will be a farewell party for Stephen Jones on 12<sup>th</sup> October 2.30-5pm in the Village Hall.

Cllr Hall asked Parish Clerk to contact Broadacre about cutting back their hedge.

Cllr Mitchem reported that the Recyclin Bin had been removed from the Recreation Ground leaving a lot of mess.

Cllr Chartres reported that the Telephone Box had been removed from Jubilee Crescent as had the damaged post from the Recreation Ground. Cllr Mitchem suggested that a floral arrangement should go in place of the Telephone Box. The decision on the Car Wash at the site of the Farm would be deferred until the next Planning Meeting.

Cllr Brierley reported that a Touring Caravan had got through the Barrier in the Recreation Ground. Parish Clerk to check height and padlock. The fence at Tanglewood has come down in the Recreation Ground, Parish Clerk to contact owner.

Members of the public raised concerns about the Paddock having been put forward in the Call for Sites Survey. The Chairman explained that we had an obligation to put forward potential sites for development but at this stage there were no actual plans for development nor was the Parish Council intending to sell the Paddock. The Parish Council will be carrying out a Housing Needs Survey in

October which would help us to identify future requirements for Housing in the area. This will be passed to TMBC who will also be carrying out their own assessment.

7/14

**IGHTHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD**  
**ON TUESDAY 15TH JULY 2014 AT IGHTHAM VILLAGE HALL**  
**AT 7.45pm**

Present: Cllr Edwards, Cllr Brierley, Cllr Chartres, Cllr Gillow, Cllr Holden, Cllr Mitchem, Cllr Willingham

**1.APOLOGIES**

Cllr Cracknell, Cllr Hall

**2. DECLARATION OF INTERESTS**

None

**3. PLANNING APPLICATIONS**

**TM/14/02112/TNCA** Ightham Warren, Tonbridge Road, Ightham, Sevenoaks, Kent TN15 9AP.  
T1: Sweet Chestnut - Remove T2: Sweet Chestnut - Remove (Plant suitable replacements elsewhere). Applicant: H & E Tree Services. "No Objection."

**TM/14/02153/FL** Two Trees House High Cross Road Ivy Hatch Sevenoaks Kent TN15 0NN.  
Single storey rear extension Applicant: Mr & Mrs Rigney. "No objection."

**TM/14/02396/TPOC** – Malt House, Ightham Court, Fen Pond Road, Ightham, Sevenoaks, TN15 –  
Various works to trees as described in schedule including removal of a line of 32 Leylandii. "No objection providing Liz Guthrie is content."

**Planning Applications Approved**

**TM/14/01860/TNCA** 11 Durlings Orchard, Ightham, Sevenoaks, Kent TN15 9HW, Remove Maple tree due to split trunk. No Objection on 2 July 2014.

**TM/14/01229/LB** – Ightham Mote, Mote Road, Ivy Hatch – Listed Building Application, Replace gate to moat access steps and repair adjacent masonry. Approved on 9 July 2014.

**TM/14/01717/LDP** – Orchard Cottage, Pine Tree Lane – Lawful Development Certificate  
Proposed: Erection of front and rear porches, rear conservatory, stable block and 2 x detached garages. Certifies on 10 July 2014.

**4. MINUTES** Approval of the meeting held on 17<sup>TH</sup> June 2014. The Minutes of the meeting were approved and signed as a true record of that meeting.

**5. MATTERS ARISING**

Kent Highways – items to be reported:

Works on A227 – The whole of Back Lane has been closed to allow for works on A227 to be carried out. Cllr Edwards thought that signage should have read "Except for access". Parish Clerk to notify KCC for future situations.

Potholes – junction of Back Lane and A227, Old Lane, 150m from East End.

Road Gully to be emptied at the entrance to Mote Farm.

Vegetation along Ismays outside Nutfields needs cutting back, Parish Clerk to contact Residents Association.

Lease for Guide Hut - Quote received for Mains Drainage – We have received a quote to connect SKIPS to the Mains Drainage for £4,860 plus VAT from Action Enviro. It was agreed that this was a

good price and the Parish Clerk was asked to instruct the Contractor to obtain the Licence from Southern Water and Building Regulation Approval from TMBC with a start date for works to be advised.

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

Old Lane Footpath – Update – The resurfacing of the Footpath is now complete. We have received a complaint from a resident about some soil being dumped on her land. It had been presumed that the land was KCC owned as they have maintained it in recent years. The Parish Clerk was asked to establish from the resident whether it belonged to her or KCC as this will clearly affect who is responsible for clearing vegetation.

Defibrillator – Update – The Parish Clerk had obtained a quote for £1,431.75 for a Defibrillator and Cabinet from Wel Medical. The Defibrillator had been recommended by Otford Parish Council who have 3. It is easy to use on adults and children and is organised in conjunction with the Ambulance Service. Parish Clerk to go ahead and order and organise training. The Parish Clerk was also asked to establish who the Community First Responder was. The Defibrillator would be placed on the outside wall of the Village Hall.

Protecting Playing Fields – Ightham FC Pitch Levelling - Update – Nothing to report.

Old Lane Gypsy Site – Update – Nothing to report.

Local Plan & Rural Housing Needs Survey– Update – We have received a draft letter and questionnaire from Action with Communities in Rural Kent. The cost of the survey will be shared 50/50 with Circle Housing and will cost £1,260 plus VAT. It was agreed that the wording in the questionnaire and letter was okay to proceed with. It is anticipated that the questionnaire will go to all households in Ightham in September. During the discussion it was decided that “The Paddock” which is no longer leased, should be cut back. Cllr Edwards to ask his Contractor.

Churchyard Maintenance – Some complaints had been received about the churchyard looking unkempt. The Churchwarden has since spoken to the Contractor, who is retained by the Parish Council, to confirm what needs to be done on a regular basis. The Parish Council are happy for the Church Warden to give direct instructions to the Contractor and obtain extra help if necessary.

Salt Bin outside Village Hall – Cllr Willingham to get a price.

Ightham Car Wash – Cllr Chartres has asked for the decision on the Application for the Car Wash at the land adjoining the Ightham Farm Shop, to be called in for review if it is to be refused. Ightham Parish Council supported the Application.

Community Enhancement Fund – We can apply for a grant of up to £2,500 matched funding for a project that would benefit local residents. It was unanimously decided that we should apply for the funds to be put towards the Mains Drainage Connection at SKIPS. As a separate project, it was decided that we should think about upgrading the play area in the Recreation Ground. We are awaiting the report from the recent Playground Inspection.

New Standing Orders – New Standing Orders are available, some of which are compulsory. Parish Clerk to review and circulate so that we can adopt as necessary.

Broadband – Gigaclear have been conducting house to house surveys in Ismays Road, they only need a handful of signatures to make it viable.

Ightham Cricket Club – Cllr Willingham has spoken to Dave Smith who had approached Kent Cricket Club about funding to deal with the damage caused by Crows and Rooks to the Cricket Ground. They would only be able to give a loan with 5% interest. It was therefore agreed that the Parish Council would donate £1,500 towards the cost of the Spray Treatment. Parish Clerk to write to Dave Smith. (S.19 Local Government (Miscellaneous Provisions) Act 1976.)

## **6. CORRESPONDENCE**

The Toll – We have received an email from KCC to ask whether the Parish Council would be willing to take on The Toll at Oldbury Hill. Parish Clerk to write back to say that we would prefer that the land remains within the ownership of KCC.

Ightham Mote Traffic – A letter had been received and responded to regarding traffic to and from Ightham Mote. The problem had been made worse by lack of signage, which is now in place. Cllr Gillow requested that any future complaints should be put in writing, detailing time and nature of complaint, to the National Trust so that they could deal with them accordingly.

Membership to SLCC – It was agreed that we should take out membership to the Society of Local Council Clerks. We are entitled to 4 months free membership beforehand.

Letter from Jacobs regarding Tree Works – The School have carried out their Annual Tree Inspection which identified a couple of trees on neighbouring land that need attention. Parish

Clerk to contact owner. There were also a number of trees listed that had outstanding works, but no attached plan, Parish Clerk to obtain from Jacobs.

## 7. FINANCE

**The following accounts are submitted for payment: Proposed by Cllr Gillow and Seconded by Cllr Mitchem.**

Parish Clerk Salary and expenses	£412.00
Jane Haselden – Website	£30.00
Repairs to Old Lane (inc VAT £1,284.00)	£7,704.00
Bob Lee Amies – Rec and War Memorial and Village Hall work	£549.19
JH Gardening Services	£350.00
GA Willingham – Fixing Noticeboards, Water Meter and Plumbing in Village Hall	£389.01
Coniston – Repairs to Old Lane – Installing Road Gulley	£1908.00
<b>Total</b>	<b>£11,342.20</b>

### **Income**

HMRC - VAT Refund	£4,401.18
Mr & Mrs Llewellyn – Allotment Rent	£100.00
Mrs Armitage	£50.00
Dr & Mrs Rugg-Gunn	£50.00
<b>Total</b>	<b>£4,601.18</b>

### **Financial position at 31 May 2014**

Current account: £6,872.15 (including unpresented cheques of £310) Deposit account: £174,545.13. Transfer from Deposit Account to current account of £10,000.

## 8. ANY OTHER BUSINESS

Cllr Chartres reported that the Application to Cricketts Farm had now been approved.

Cllr Chartres reported that the post in the Car Park had been knocked over. It was suggested that it should be removed rather than repaired.

The Kent Minerals and Local Plan had been received, Cllr Chartres to check that it contained what was originally put forward.

Cllr Chartres reported that Neil Hewitt and Lindsay Pearson were retiring from TMBC.

Cllr Chartres reported that the Riding School Application would be likely to go to appeal as there had been a number of objections from local residents.

Cllr Gillow reported that The Village Fete may be held at Ightham Mote next year.

There had been a theft from the Garden Store at Ightham Mote and from the Scout Camp at Chapel Row.

The Parish Council would like to thank June Cooke for all her efforts whilst Head at Ightham Primary School and will write to her accordingly.

Cllr Mitchem asked about the phone Box on Sevenoaks Road, Cllr Chartres to take forward. Cllr

Mitchem asked who should be approached about funding towards the new Tennis Club Roof. A letter should be directed to the Parish Clerk.

**The meeting closed at 10.10pm**

6/14

**IGHTHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD**  
**ON TUESDAY 17TH JUNE 2014 AT IGHTHAM VILLAGE HALL**  
**AT 7.45pm**

**1. APOLOGIES**

Cllr Holden and Cllr Gillow gave their apologies.

**2. DECLARATION OF INTERESTS**

Cllr Chartres declared an interest in relation to the request for a donation from Relate.

**3. PLANNING APPLICATIONS**

**TM/14/01860/TNCA** - Julie Cross, 11 Durlings Orchard – Remove Maple tree due to split trunk. “No objection providing Liz Guthrie is content.”

**TM/14/01695/FL** – Mr & Mrs McElroy, Barnfield Cottage, Stone Street, Ightham – Redevelopment of redundant indoor riding arena, sand manege and engineered banks with a single dwelling, detached garage and associated vehicular access. “No objection.”

**TM/14/01717/LDP** – Mr & Mrs Smith, Orchard Cottage, Pine Tree Lane. Proposed erection of front and rear porches, rear conservatory, stable block and 2 x detached garages. “No objection.”

**TM/14/01516/FL** – Mr Robin McFarlane, Brackens, Copt Hall Road – Demolition of detached garage, front porch and of single storey extensions to south and north elevations. Erection of attached garage to north elevation with pitched roof over new study, shower and utility rooms with roof light to garage. Front porch canopy, rear sun lounge extension and first floor extension over sitting room with roof light. Render to all ground floor elevations, weatherboarding to all first floor elevations and replacement tiles to roof. “No objection.”

**TM/14/01865/RD** – Mr Stephen Edwards – The Grange Cottage, Ismays Road, Ightham – Details submitted of external materials, joinery and location, size and external materials of the car barn/garage pursuant to conditions 2, 3 and 4 of planning permission TM/14/00608/fl (Two storey extension and replacement garage). “No objection.”

**TM/14/01727/FL**

Beaconsmount Close, Pine Tree Lane, Ivy Hatch, Sevenoaks, Kent TN15 0NJ. Single detached replacement dwelling Applicant: Mrs B E Watkins, Mrs C A Tees, Mr J Watkins. “No objection.”

**TM/14/01771/FL**

The Ridings, Copt Hall Road, Ightham, Sevenoaks, Kent TN15 9DU. Demolition of conservatory and construction of new garage, side and rear single storey extension, new porch and conversion of existing garage to habitable room Applicant: Mr And Mrs G Graham. “No objection.”

**TM/14/02018/TNCA**

The Old Rectory, Rectory Lane, Ightham, Sevenoaks, Kent TN15 9AL. 1 no. Ivy-covered Holly stem and 1 no. Leyland Cypress tree on the front roadside boundary opposite 'The Well Springs' - Prune to reduce the Holly to 1.8m in height - Carefully remove the collapsed stem from the adjacent Leyland Cypress tree: reasons (Conservation Area) Highway safety. Applicant: Mr Knight The Old Rectory Rectory Lane Ightham Sevenoaks Kent TN15 9AL. “No objection providing Liz Guthrie is content.”

**Planning Applications Approved**

**TM/13/01382/FL** – Crown Point Nursery, Sevenoaks Road, Ightham. Erection of new agricultural

dwelling and demolition of existing buildings. Approved on 20 May 2014.

**TM/14/01350/TNCA** – Meadlands, Tonbridge Road, Ightham. Non native Oak – fell because of excessive shading and proximity to house. Replant gap in hedge with Hawthorne. No objection on 20 May 2014.

**TM/14/01158/FL** - Bewley Yew Tree, Tonbridge Road, Ightham. Demolition of existing dwelling house and erection of replacement dwelling with associated new access and parking facilities (revised design to planning permission TM/12/02792/FL incorporating dormer windows to second floor and subterranean basement). Approved on 6 June 2014.

**TM/14/01538/ELEX** - Land At Tonbridge Road, Ightham, Sevenoaks, Kent. Upgrade existing LV span to ABC (aerial bundled conductor) consisting of removal of overhead line and replace with new LV underground cable. Approved on 9 June 2014.

**TM/14/00428/RD** - Selected Plants Nursery, Ismays Road, Ivy Hatch. Details submitted pursuant to conditions 3 (materials), 6 (levels), 8 (landscaping), 9 (sustainable materials) and 11 (archaeological specification) of planning permission TM/13/01912/FL (Erection of a nursery managers dwelling with nursery office). Approved on 17 June 2014.

**4. MINUTES** Approval of the meeting held on 20<sup>TH</sup> May 2014. The minutes were signed as a true record of that meeting with a couple of spelling amendments.

## **5. MATTERS ARISING**

Kent Highways – items to be reported:

Blocked drain on Fen Pond Road, next to the post box; Sign facing the wrong way on Ismays Road; Large depression in Coach Road 50m from junction with Stone Street Road; Pothole in Mote Road; Blocked drains near Cob Tree Corner.

The Parish Clerk was asked to obtain a copy of the Schedule of works for unblocking drains, from KCC.

Lease for Guide Hut - Septic Tank & Water Meter. A Water Meter was installed at the Scout Hut today, this will enable the Scouts to monitor their usage and reimburse Mrs Chesson for their portion of the water bill. We have received drawings for the septic tank but are still awaiting a final costing.

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

Parish Notice Boards – Due to be put up in the next couple of days.

Old Lane Footpath – Quote received – Work on Old Lane has started and once finished will be able to be used as a footpath again.

Busty Lane Footpath – Overgrown – Cllr Willingham will ask James Hayward to clear the footpath.

Defibrillator – Update – We are now looking into the possibility of putting the defibrillator on the front of the Village Hall where there would be an electricity supply and CCTV. Parish Clerk to look into suppliers and costings.

Protecting Playing Fields – Ightham FC Pitch Levelling - Update – Nothing to report.

Old Lane Gypsy Site – Update Nothing to report.

Local Plan – Assessment of potential sites for housing and other uses. Cllr Chartres had put together a list of potential residential sites for inclusion in the Local Plan. All sites would be subject to the full planning process and we are yet to have a housing needs survey which would identify what is required in Ightham in the future. It was agreed that it was preferable for us to suggest areas rather than have other, less suitable areas imposed upon us. The sites include:

1. Plasterite – Redwell Lane

2. Ightham Parish Council Land – The former Allotment “The Paddock” behind Common Road

3. The Dark Hill Site – This has already been submitted by others and proposals include sheltered accommodation, social and other housing, a new primary school, car parking, a petrol station and store.

It was resolved that all of the above sites should be put forward on behalf of Ightham Parish Council with the exception of Cllr Mitchem who registered that she did not agree to the Dark Hill site being put forward. Cllr Chartres and the Parish Clerk will put the information together to be submitted to TMBC by the end of the month.

Salt Bin outside Village Hall - Cllr Willingham to enquire about making a wooden crate to put salt in outside the village Hall to tidy the area up as there are currently several half empty bags.



#### 4. CORRESPONDENCE

Letter from Ightham Cricket Club – We received a letter asking for help towards funding treatment for damage caused by Crows and Rooks digging for Chafer Grubs. Cllr Willingham said that he would speak to Dave Smith of the Cricket Club to see whether they had approached Kent Cricket Club. It was agreed that in principle we would be willing to make a contribution.

Request for further contribution to Relate. Cllr Edwards proposed that we made a donation for £100. Everyone was in agreement.. (S. 137 LGA 1972).

Donation from Quilters – The Parish Council gave thanks to the Quilters for their donation towards the new tables in the Village Hall.

Change of Address letter to Nat West for Parish Clerk – Cllr Edwards and Cllr Mitchem signed the change of address mandate from Nat West for the Parish Clerk.

Advertising Boards on Bates Hill – We had received an email from a Parishioner about signboards being displayed at the bottom of Bates Hill querying whether they should be removed. It was discussed that these were sometimes necessary to help to direct deliveries of building materials. Cllr Chartres agreed to contact the lady who had raised the query.

Ightham Mote – Letter re Traffic – Cllr Edwards had received a telephone call from Bernadette Gillow about a copy of a letter she had received addressed to the Parish Council regarding the volume of traffic going to Ightham Mote, especially on Bank Holiday weekends when the one-way system within Ightham Mote was in force and traffic exited at the bottom of Mote Road. Unfortunately we had not yet received the letter but it was agreed that we needed to make a response on behalf of the Parish Council. The volume of traffic has increased since Ightham Mote has been opened for 7 days a week, whereas the House originally had permission to open for 5 days a week. It was agreed that we needed to establish that the correct permission had been sought to open for the extra days and also to chase up KCC on the missing signage which would help to direct people along the A227 rather than along the smaller roads. It was reported that a number of other complaints had been received regarding the increased volume of traffic. It was suggested that the traffic problem in Mote Road would be eased if the National Trust built an additional car park on the land they owned at the top of Mote Road.

#### 5. FINANCE

**The following accounts are submitted for payment: Proposed by Cllr Hall and Seconded by Cllr Willingham**

Parish Clerk Salary and expenses	£501.51
Jane Haselden – Website	£30.00
EDF – Electricity at the Pavilion	£39.02
Bob Lee Amies	£533.80
Godfreys – New mower	£540.00
P Hadlow – Installation of Water Meter at Scout Hut	£75.00
<b>Total</b>	<b>£1,719.33</b>
<b>Income</b>	
Ightham Tennis Club	£50.00

**Financial position at 31 May 2014**

Current account: £ 8,466.48 (including unpresented cheques of £285.25) Deposit account: £170,122.86

#### 6. ANY OTHER BUSINESS

Cllr Hall asked whether Broadband could be put under matters arising. The Parish Clerk reported that BT Infinity would be available to 99% houses in Ightham in TN15 by mid 2015. Cllr Hall reported that he would not be able to attend the July meeting.

Cllr Cracknell reported that the Church Fete would be on 28<sup>th</sup> June and that Hillier Reynolds had offered to put up advertising Boards. Cllr Cracknell also reported that there would be an afternoon tea and service on 12<sup>th</sup> October for Stephens retirement.

Cllr Willingham reported that the Village Hall was in deficit, mainly due to high electricity charges. He also reported that the Treasurer was standing down and it had been difficult to find a replacement.

Cllr Chartes reported that the Village Music Festival had been a successful event.

The meeting closed at

10.10pm.

**IGHTHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD**  
**ON TUESDAY 20TH MAY 2014 AT IGHTHAM VILLAGE HALL**  
**AT 7.45pm**

**ANNUAL MEETING**

**Election** of Chairman. Cllr Chartres proposed that Cllr John Edwards was elected Chairman for another year, seconded by Cllr Hall.

**Election** of Vice Chairman. Cllr Edwards proposed that Cllr Mike Holden was elected Vice Chairman for another year, seconded by Cllr Brierley.

**Election** of Working Groups and Representatives. It was agreed that the same Councillors took responsibility for the Working Groups and that a new Working Group should be created for the Recreation Ground:

Playground– Cllrs Mitchem, Cllr Willingham  
Footpaths – Cllr Edwards  
Ightham Tennis Club – Cllr Chartres  
Scouts Representative – Cllrs Mitchem and Holden  
Village Hall Representative – Cllr Willingham  
Ightham Primary School – Cllr Chartres  
Tree Warden – Cllr Brierley  
St Peter’s Church – Cllr Cracknell  
Recreation Ground – Cllr Holden, Cllr Hall

**MONTHLY MEETING**

Present: Cllr Edwards, Cllr Brierley, Cllr Chartres, Cllr Hall, Cllr Holden, Cllr Mitchem

**1. APOLOGIES**

Cllr Cracknell, Cllr Gillow, Cllr Willingham

**2. DECLARATION OF INTERESTS**

None

**3. PLANNING APPLICATIONS**

**TM/14/01229/LB**, Ightham Mote, Mote Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NT. Listed Building Application: Replace gate to moat access steps and repair adjacent masonry. Applicant: The National Trust Ms Bernadette Gillow. “No objection.”

**TM/14/01158/FL**

Bewley Yew Tree, Tonbridge Road, Ightham, Sevenoaks, Kent TN15 9AP. Demolition of existing dwelling house and erection of replacement dwelling with associated new access and parking facilities. Applicant: Mrs Jacqui Power, Bewley Yew Tree, Tonbridge Road, Ightham, Sevenoaks Kent TN15 9AP. “No objection.”

**TM/14/01538/ELEX**

Land At Rectory Lane, Tonbridge Road And Ismays Road, Ightham, Sevenoaks, Kent. Upgrade existing LV span to ABC (aerial bundled conductor) consisting of removal of overhead line and replace with new LV underground cable. Applicant: Freedom Group Unit 7, Blocks 2 & 3 Vestry

Industrial Estate Sevenoaks Kent TN14 5EL. “No objection, the Parish Council always supports undergrounding of cables where possible.”

**TM/14/01489/FL** Mr Astriti Zholi c/o Savills. Use of land as hand car wash and associated canopy and storage container. Land adjoining Ightham Farm Shop, Sevenoaks, Road, Ightham, Sevenoaks, Kent. “No objection.”

### **Applications Approved**

**TM/14/00531/FL** - 8 Nutfields Ightham Sevenoaks Kent TN15 9EA, Single storey side extension to replace existing conservatory. Approved on 14 April 2014.

**TM/14/00695/LB**, Old Laundry Cottage, Mote Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NT. Listed Building Application: Reinstatement of first floor to create a third bedroom. Approved on 2 May 2014.

**TM/14/00843/FL** 9 Durlings Orchard, Ightham, Sevenoaks Kent TN15 9HW. Formation of new ground floor window opening. Approved on 29 April 2014.

**TM/14/01086/TNCA** Ightham Warren, Tonbridge Road, Ightham, Sevenoaks, Kent TN15 9AP. T1 and T2 Fell Sycamore, Sweet Chestnut T3 and T4 Reduce crowns of 2 Sweet Chestnuts by 20%. No Objection on 29 April.

**TM/14/00995/TPOC** 19 Nutfields, Ightham, Sevenoaks, Kent TN15 9EA. Cut back Oak overhanging garden. Approved on 6 May 2014.

**TM/14/01144/TNCA** Little Cluny, The Street, Ightham, Sevenoaks, Kent, TN15 9HE. A - 3 x Silver Birch to be removed; B - 3 x Silver Birch to be lopped; C- Silver Birch- Fell due to decay; Native hedge to be replanted. No Objection on 6 May 2014.

**TM/14/01283/TNCA**, 5 Manor Farm Cottages Oldbury Lane Ightham Sevenoaks Kent TN15 9DG. Remove Silver Birch and Horse Chestnut. No Objection on 13 May 2014.

**4. MINUTES** Approval of the meeting held on 15<sup>TH</sup> April 2014. It was agreed that an amendment from Cllr Gillow be inserted into these minutes to clarify the policy of The National Trust in relation to The Toll: “The NT is periodically offered land and or holdings and as a charity has to consider each in respect of the liability, including maintenance costs, as well as opportunities, that this might raise. We are currently in discussion with KCC, including establishing whether the land would be given with an endowment to secure its long term future. Clearly we are already having to source additional funding to take Oldbury back in hand following KCC bringing the current management agreement to an end, as part of their money saving exercise.”

### **5. MATTERS ARISING**

Kent Highways – items to be reported:

Sign for Ightham Mote at end of Ismays Road is hanging off

Bollards on Sevenoaks Junction still not working

2 potholes on Styants Bottom Road and one on Mote Road

Poor drainage at end of Styants Bottom and on Mote Road outside Mote Farm

Find out when works for Pine Tree and High Cross have been rescheduled as white lining needs refreshing.

Lease for Guide Hut - Update & Septic Tank – We have received some amendments to the lease in relation to the cesspit to say that SKIPS would only be responsible for the cost of emptying the cesspit. Cllr Chartres is meeting with the Contractors on Thursday to assess linking to mains drainage. It has taken a while for Southern Water to establish where the main sewer is. In addition, SKIPS has asked that the Parish Council pay a proportion towards water supply as it is also used by the Scout Hut. The Parish agreed that the best solution would be to get a water meter installed and will organise this. The Parish Clerk was asked to contact our lawyer to establish whether there was anything left to negotiate as it is in the public interest to get the lease signed as soon as possible.

Proposed new scout/football building – Update – Cllr Holden reported that the Scouts are still trying to get a cost for the build and that it is now a priority.

Parish Notice Boards – We are waiting for these to be put up.

Old Lane Footpath – Quote received – We have received a quote to clear leaf mould and infill potholes along the length of Old Lane for £6,420 plus VAT. Parish Clerk to check with KALC whether we need to obtain further quotes. If it is not necessary, it was agreed that we would accept the quote and go ahead with the work. Kent Highways have no funding to carry out the work. Parish Clerk also to ask James Hitchcock to clear the tree by the Travellers entrance.

Busty Lane Footpath – Overgrown – Cllr Edwards had contacted Michele Snoding at KCC to ask which footpaths were being cleared this year.

Defibrillator – Update – Parish Clerk to contact the George & Dragon again to find out whether they would be happy to have the Defibrillator installed on their premises.

Tonbridge Road – Litter – We have received a letter from TMBC following a letter from the Fairlawne Estate and Ightham Parish Council, to say that the litter is cleared along A227 every four weeks.

Ightham Rec – Grass cutting – We have received a complaint that the grass was being cut during school drop off and collection times. Parish Clerk to contact the Contractors to ask them to avoid these times.

Approval of Accounts to end April 2014 – The Accounts were approved by our Internal Auditor, Maggie Williams who suggested one small amendment to a VAT entry and that in future we should note the amount of a donation on the request letter. The amendment to VAT has been made and it was resolved that the Accounts were approved and could be sent off to the External Auditors. Councillors were provided with a print out of the Cash Book and Income and Expenditure for 2013/4. It was agreed that we should buy a Voucher for £50 for Maggie Williams to say thank you.

## 6. CORRESPONDENCE

Protecting Playing Fields – Ightham FC Pitch Levelling - Update – It was requested that this item should be moved to Matters Arising in the future. The Football Club had received a plan to start in the middle of the pitch and move outwards so that it became a net neutral project. We do not yet have a costing for the project although it would be desirable that it is carried out at the same time as the Scout Hut build.

Old Lane Gypsy Site – Update – No further information. This item should also be moved to Matters Arising.

Local Plan – Assessment of potential sites for housing and other uses. There was some debate regarding the proposal of sites for development on behalf of the Parish Council. Cllr Chartres agreed to come up with a list of suggestions for potential sites that could then be agreed at an interim meeting or the next Parish Council meeting if TMBC were happy to extend their deadline of 30<sup>th</sup> May. Whilst it was agreed that it was necessary for us to propose sites rather than have them imposed upon us, not everyone was comfortable proposing certain sites for development in Ightham. It was agreed that individual opinions could be recorded at the next meeting once we had a list.

Change of Address letter to NatWest for Parish Clerk – A letter was duly signed by 2 Councillors to confirm a change of address for the Parish Clerk.

## 7. FINANCE

### **The following accounts are submitted for payment: Proposed by Cllr Holden and Seconded by Cllr Chartres**

Parish Clerk Salary and expenses	£497.21
Jane Haselden – Website	£30.00
Kent County Playing Fields Association	£20.00
AON Insurance	£1,836.63
Ron Williams – Post & Rail Fence and 3 new posts in Recreation Ground	£1,508.03
Deco-Rite – Preparation and painting of 3 x sign boards	£112.00
Robert Lee Amies – Work in the Recreation Ground and War Memorial	£398.20
Ightham Village Hall - Hire	£180.00
<b>Total</b>	<b>£4,582.07</b>
<b>Income</b>	
SKIPS	£125.00
Hope Quilters – Payment for New Tables in the Village Hall	£214.00
TMBC First Installment FAPC	£2,800.00
KCC	£1,528.00

Allotment Rent	£200.00
<b>Total</b>	<b>£4,467.00</b>

#### **Financial position at 28<sup>th</sup> February 2014**

Current account: £3,001.80 (including unpresented cheques of £1,396.95) Deposit account: £177,322.86

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

Cllr Brierley said that the Rowan Tree that she had potted needed to be left for a further year before planting. It had been suggested that this should go in the centre of the Turning Circle in the new Car Park.

Cllr Brierley reported that there is a broken manhole cover/drain on the T junction of Old Lane. Parish Clerk to contact Southern Water.

Cllr Holden reported that Junior Cricket was up and running and will continue to the end of the school term. There is a problem with Grass Weaver and Cllr Holden asked whether the Parish Council would be prepared to contribute to the cost of Pest Control. Cllr Edwards said that Kent County Council Cricket Club have some funds and that it would be worth contacting them. Cllr Holden also asked whether we could put Broadband on Matters Arising and asked whether the Parish Clerk could contact BT on behalf of the Parish Council to ask for an update on BT Infinity in the area.

Cllr Chartres said that we may be approached by the Cricket Club about funding for some new netting.

Cllr Mitchem asked whether the Parish Council would be able to contribute towards the new roof of the Tennis Club which was estimated at around £4,000. The Parish Clerk was asked to establish ownership of the building and basis of the lease. It was suggested that we could provide some matching funding.

Cllr Mitchem also asked whether the Salt Box could be added back onto the Agenda.

The Parish Clerk reported that there had been a number of crimes reported including: theft of a post box, theft of a miniature horse and thefts from vehicles parked at Ightham Mote.

The meeting closed at 10.10pm.

**IGHTHAM PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD**  
**ON TUESDAY 15TH APRIL 2014 AT IGHAM VILLAGE HALL**  
**AT 7.45pm**

**1. APOLOGIES**

Cllr Holden

**2. DECLARATION OF INTERESTS**

Cllrs Chartres and Gillow declared an interest in relation to the Ightham Mote Planning Application

**3. PLANNING APPLICATIONS**

**TM/14/00625/FL** Sandstones, 5 Tebbs Way, Ightham Sevenoaks Kent TN15 9BJ. Two storey and single storey side extensions incorporating new double garage. Applicant: Mr Keith Pearson, Sandstones. "No objection."

**TM/14/00843/FL** 9 Durlings Orchard, Ightham, Sevenoaks, Kent, TN15 9HW. Formation of new ground floor window opening. Applicant: Mr Gary Taylor "No objection."

**TM/14/00695/LB** Old Laundry Cottage Mote Road Ivy Hatch Sevenoaks Kent TN15 0NT. Listed Building Application: Reinstatement of first floor to create a third bedroom. Applicant: The National Trust Ightham Mote Ivy Hatch Sevenoaks Kent TN15 0NT. "We fully support this application which makes excellent sense architecturally and practically."

**TM/14/00711/FL** Boundary Cottage, Fen Pond Road, Ightham, Sevenoaks, Kent TN15 9JF. Alterations to existing garage consisting of increase in ridge height and insertion of dormers to create home gym in roof space. Applicant: Mr Philip Symonds. "No objection."

**TM/14/01086/TNCA** Ightham Warren, Tonbridge Road, Ightham, Sevenoaks, Kent TN15 9AP. T1 and T2 Fell Sycamore, Sweet Chestnut T3 and T4 Reduce crowns of 2 Sweet Chestnuts by 20%. Applicant: Mr James Needham. "No objection."

**TM/14/00995/TPOC** 19 Nutfields, Ightham, Sevenoaks, Kent, TN15 9EA. Cut back Oak overhanging garden. Applicant: Richard Crook. "No objection providing Liz Guthrie is content."

**TM/14/01144/TNCA** Little Cluny, The Street, Ightham, Sevenoaks, Kent, TN15 9HE. A - 3 x Silver Birch to be removed; B - 3 x Silver Birch to be lopped; C- Silver. Birch- Fell due to decay; Native hedge to be replanted. Applicant: Mr Nigel Peck. "No objection providing Liz Guthrie is content."

**TM/14/01283/TNCA**

5 Manor Farm Cottages, Oldbury Lane, Ightham, Sevenoaks, Kent TN15 9DG. Remove Silver Birch and Horse Chestnut. Applicant: Mr Oliver Barratt. "No objection providing Liz Guthrie is content."

**TM/14/01350/TNCA**

Meadlands, Tonbridge Road, Ightham, Sevenoaks Kent TN15 9AN. Non native Oak - fell because of excessive shading and proximity to house. Replant gap in hedge with Hawthorn. "No objection providing Liz Guthrie is content."

**Planning Applications Approved**

**TM/13/03448/FL** Old Orchard, Jubilee Crescent, Ightham, Sevenoaks, Kent, TN15 9AE. Demolition of existing garage and construction of new garage. Approved on 17 March 2014.

**TM/14/00247/FL** Brackens, Copt Hall Road, Ightham, Sevenoaks Kent TN15 9DU. Erection of single storey rear extension to form sun lounge. Approved on 18 March 2014.

**TM/14/00255/FL** Fresh Fields, Sevenoaks Road, Ightham, Sevenoaks Kent TN15 9AB. Creation of gable roof extension to rear to provide en-suite bathroom to existing bedroom at first floor level. Approved on 18 March 2014.

**TM/14/00418/AGN** Mount Farm, Borough Green Road, Ightham, Sevenoaks, Kent. Agricultural Prior Notification: Erection of a hay barn. Prior Approval Not Required on 18 March 2014.

**TM/13/01628/FL** 3 New Cottages, Ismays Road, Ivy Hatch, Ightham, Kent, TN15 0NX. Hay and machine storage building pursuant to private equestrian use. Approved on 31 March 2014.

**TM/14/00239/FL** Five Acres, Sandy Lane, Ivy Hatch, Sevenoaks, Kent TN15 0PD. Infill of existing courtyard area and addition of 3 dormer extension to garage. Approved on 31 March 2014.

**TM/14/00452/FL** Leys Cottage, Back Lane, Ightham, Sevenoaks, Kent, TN15 9AU. Single storey rear infill extension. Approved on 2 April 2014.

**TM/14/00691/ELEX** Land Junction Of Mote Road And High Cross Road, Ivy Hatch, Sevenoaks Kent. Remove existing overhead low voltage line and install new back stays in connection with new underground line. Approved on 7 April 2014.

**TM/14/00689/TNCA** Redwell, Redwell Lane Ightham, Sevenoaks, Kent, TN15 9EE. Various tree works. No Objection on 2 April 2014.

**TM/14/00563/RD** Brackens, Copt Hall Road, Ightham, Sevenoaks, Kent TN15 9DU. Details of external materials submitted pursuant to condition 2 of planning permission TM/13/03602/FL (Demolition of detached garage, front porch and part of single storey extensions to south and north elevations. Erection of attached garage to north elevation with pitched roof over new study, shower and utility rooms with rooflight to garage. Front porch canopy and first floor extension over sitting room with roof light, flue and solar tiles. Render to all ground floor elevations, replacement tiles to roof and vertical tiling). Approved on 9 April 2014.

**TM/14/00576/FL** Heronshaw, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DE. Erection of a single storey timber framed orangery. Approved on 14 April 2014.

**TM/14/00608/FL** The Grange Cottage, Ismays Road, Ightham, Sevenoaks, Kent TN15 9BD. Two storey extension and replacement garage (revised scheme to refused application TM/13/03078/FL). Approved on 10 April 2014

**4. MINUTES** The Minutes of the meeting held on 18<sup>TH</sup> March 2014 were approved and signed as a true record of that meeting.

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

Kent Highways – items to be reported:

Continuing drainage problem outside Selected Plants on Ismays Road

Potholes on Styants Bottom Road

Signage on junction of High Cross Road and Ismays still not repaired/replaced

All junction markings throughout the village need refreshing

Flashing Slow down sign on A25 and Bates Hill – Cllr Chartres is working with Cllr Dagger to get another Flashing Sign on A25 and one on Bates Hill. KCC Highways and Transportation are carrying out the necessary surveys.

The Toll – We have been notified that KCC would like to dispose of an area of land known as The Toll at Oldbury Hill as part of a cost cutting exercise. Cllr Chartres suggested that if the National Trust would be willing to take it on that it would make sense to transfer this parcel of land at the same time



as the remainder of Oldbury Hill in the Autumn. Styants Bottom residents would be keen for this to happen as they would like the area to be properly maintained. Cllr Gillow said that the National Trust often get offers of land but not all of them are suitable to be taken on by the National Trust.

Lease for Guide Hut - Update – We have heard nothing further from Gullands since the draft lease was sent to them. Contractors have been to look at the site to see what options there are to put SKIPS onto Mains Drainage. We are waiting for the estimates.

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

Bus Shelter opposite Common Road – The new bus shelter is now in place.

Parish Notice Boards – The new boards have arrived and are waiting to be stained.

Old Lane Footpath – Tree clearance work has been done. Cllr Chartes to get an estimate for the pathway to be cleared so that it can be used as a footpath again.

Defibrillator – Funding granted – We have now received £1528 funding from Valerie Dagger. Parish Clerk to contact the George & Dragon to see whether it can be installed in their grounds, ideally not on the wall as it would require Listed Building Permission. Once we have a suitable location, Parish Clerk to order the Defibrillator via the Community Heartbeat Trust and organise training for anyone who is interested.

## **6. CORRESPONDENCE**

Protecting Playing Fields – Ightham FC Pitch Levelling - Update – Nothing to report

Gypsy Site – Update – Nothing to report

Local Plan – Assessment of potential sites for housing and other uses – We have received a letter from Tonbridge and Malling Borough Council (TMBC) to say that the Government requires all Local Planning Authorities to assess the amount of land available for development and identify a 5 year rolling supply of sites suitable for housing and other uses. The Parish Council, members and Parishioners have been asked to identify to the Council any land which they consider might be worthy of consideration for inclusion in the Local Plan by 30<sup>th</sup> May 2014. If the sites are considered suitable for development, the Borough Council will then contact the land owners to see whether the land is likely to be available. Cllr Chartres will put together a list of potential sites which will be discussed at the next meeting before submission to TMBC.

Ightham Club – Re Minutes in January 2014, Ightham Club has provided the following clarification: “There had been a complaint made of noise on the 23rd December, which was fully investigated by TMBC/Police. A meeting was held on the 31st December 2013 between the club committee and Police/Environmental Protection, who were fully satisfied with the Club’s measures for noise control. No further action was required. The planned event on New Year’s Eve was cancelled because the normal licence for the live music and the extended hours involved had not been obtained due to an administration oversight, following the election of the new secretary. This cancellation was not related to noise issues.”

Remembering WW1 – The Parish Council would be willing to co-operate with the Church, for example, in planting poppies.

Legislative Reform Order (LRO) Repeal of S.150(5) Local Govt Act Requiring 2 signatures – Legislation came into force on 13 March 2014 which allows councils to abandon the “two signature rule”. However Councils must have “safe and efficient arrangements” in place before doing so. A unanimous decision was taken that Ightham Parish Council would continue to have a requirement for 2 signatures on a cheque or bank transfer.

Tonbridge & Malling Seniors Forum – Management Committee Meeting 25<sup>th</sup> April – We have received an invitation to attend a Management Committee Forum on 25<sup>th</sup> April. Nobody was available to attend.

Great Litter Count – We have received information about getting involved with a Great Litter Count orchestrated by Keep Britain Tidy, which takes 30 minutes of walking along a stretch of footpath or park, counting and tallying the branded litter. TMBC can supply litter pickers, high vis tabards and sacks. Cllr Cracknell to put information in the Parish Magazine. Cllr Hall mentioned that there was a lot of litter along A227 and that a letter had been sent from Fairlawne Estate to Local Parishes. Parish Clerk to write to TMBC in support.

Heart of Kent Hospice – Request for Donation – It was agreed that we would donate £200.

Aon Insurance Renewal - We have received the Policy Renewal for the Local Council Insurance. It is £1933.30 for 2014-5, with 5% reduction if we renew for a further 3 years. It was agreed that we would do this.

## 7. FINANCE

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

Parish Clerk Salary and expenses	£412.00
Jane Haselden – Website	£30.00
Cleansing Service Group – Emptying Cesspit outside Skips	£187.00
Clerks Conference	£72.00
KALC Membership	£817.08
Anthony Edwards – Maintenance to Parish Council Grounds – including tree work	£568.95
Anthony Edwards – Maintenance to Parish Council Churchyard	£496.00
Easily.co.uk – Annual Hosting Fee for website	£29.99
Bob Lee Amies – Work at Recreation Ground and Village Hall	£239.24
Heart of Kent Hospice	£200.00
Repairs to Village Hall Boiler	£375.00
New Tables for Quilters	£256.80
<b>Total</b>	<b>£3,684.06</b>

### **Income**

TMBC Precept – First Installment	£47,433.00
TMBC Grant First Installment	£905.67
KCC – Funding for Defibrillator	£1,528.00
Football Subscription	£100.00
<b>Total</b>	<b>£49,966.67</b>

### **Financial position at 28<sup>th</sup> February 2014**

Current account: £4622.11 (including unrepresented cheques of £851.75) Deposit account: £128,967.07

## 8. ANY OTHER BUSINESS

Annual Parish Meeting – Parish Clerk to co-ordinate with Cllr Cracknell to arrange to photocopy papers. Parish Clerk to buy soft drinks. Wine glasses will come from Ightham Mote and there is enough wine left over from last year. Someone from Kent Housing will be giving a short talk at the beginning of the meeting. Cllr Chartres to confirm details.

Cllr Willingham asked whether the Parish Council would contribute to the cost of boiler repairs at the Village Hall. It was agreed that we would pay £375. The Football Club have asked whether they could put a bench in the Recreation Ground in memory of Mike Asby who died recently. It was agreed that they could. Cllr Willingham reported that The Ightham Club would be running the Music Festival again on 7<sup>th</sup> June with the Scouts and School. They would like to use the Village Hall Car Park and Village Hall. It was agreed that no permission would be required.

Cllr Edwards reported that another Post Box had been stolen, from Back Lane. Parish Clerk to inform the Post Office and chase up the replacement Post Box at the end of Ismays Road. Cllr Edwards reported that there has been a break-in at Apple Tree Cottage.

Cllr Mitchem reported that she had been unable to get some apple crates to be used for the Salt outside the Village Hall. It was suggested that we had a crate made, Cllr Willingham to ask Tony Willingham for a quote.

Cllr Gillow reported that there had been 14,000 visitors to Ightham Mote so far this year.

Cllr Chartres reported that the sign at Old Lane has now been replaced.

Cllr Cracknell reported that she had been to Speedwatch seminar sponsored by Unipar. The conclusion is that the Speedwatch scheme is relatively effective if done often and information is now passed to traffic enforcement. Cllr Cracknell reported that Rev'd Stephen Jones announced his retirement at the Annual Church Meeting, effective as of September 2014. St Peters will be hosting a dinner for new residents to Ightham at Double Dance, Councillors to let Cllr Cracknell know of any new residents.

Cllr Brierley reported that the new fence had been put up in the Recreation Ground and looks very smart. Cllr Willingham to get a quote for replacing the fence behind the Tennis Court which also needs replacing.

The meeting closed at 9.45pm

3/14

**MEETING OF THE PARISH COUNCIL HELD**  
**ON TUESDAY 18TH MARCH 2014 AT IGHTHAM VILLAGE**  
**HALL AT 7.45pm**

**MINUTES**

**1. APOLOGIES**

Cllr Gillow and Cllr Hall

**2. DECLARATION OF INTERESTS**

Cllr Holden declared an interest in relation to the Planning Application for Leys Cottage.

**3. PLANNING APPLICATIONS**

**TM/14/00239/FL**

Five Acres, Sandy Lane, Ivy Hatch, Sevenoaks, Kent, TN15 0PD. Infill of existing courtyard area. Applicant: Mr & Mrs Peter Lewis. "The scale of the proposed infill is very modest in relation to the overall size of the property so would seem appropriate if done sympathetically. However, the location plan does not seem to be fully representative of all the development on the site. TMBC may consider the site already over developed."

**TM/14/00452/FL**

Leys Cottage, Back Lane, Ightham, Sevenoaks, Kent, TN15 9AU. Single storey rear infill extension. Applicant: Mr Holden, Leys Cottage Back Lane, Ightham, Sevenoaks, Kent TN15 9AU. "No objection."

**TM/14/00689/TNCA**

Redwell, Redwell Lane Ightham Sevenoaks Kent TN15 9EE. Various tree works. Applicant: Estate And Field Management Ltd. "No objection providing Liz Guthrie is content."

**TM/14/00691/ELEX**

Land Junction Of Mote Road And High Cross Road, Ivy Hatch, Sevenoaks. Remove existing low voltage line and install new back stays. Cllr Chartres has already replied to ask whether they can be underground.

**TM/14/00531/FL**

8 Nutfields, Ightham, Sevenoaks, Kent TN15 9EA. Single storey side extension to replace existing conservatory. Applicant: Mrs G Sales, 8 Nutfields "No objection."

**TM/14/00563/RD**

Brackens, Copt Hall Road, Ightham, Sevenoaks, Kent TN15 9DU. Details of external materials submitted pursuant to condition 2 of planning permission TM/13/03602/FL. (Demolition of detached garage, front porch and part of single storey extensions to south and north elevations. Erection of attached garage to north elevation with pitched roof over new study, shower and utility rooms with rooflight to garage. Front porch canopy and first floor extension over sitting room with roof light, flue and solar tiles. Render to all ground floor elevations, replacement tiles to roof and vertical tiling). Applicant: Mr Robin McFarlane, Brackens "No objection."

**TM/14/00576/FL**

Heronshaw, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DE. Erection of a single storey timber framed orangery. Applicant: Mr & Mrs Grice, Heronshaw, Oldbury Lane, Ightham, Sevenoaks, Kent TN15 9DE. "No objection."

**TM/14/00608/FL**

The Grange Cottage, Ismays Road, Ightham, Sevenoaks, Kent, TN15 9BD. Two storey extension and replacement garage (revised scheme to refused application TM/13/03078/FL). Applicant: Mr And Mrs Edwards. The Grange Cottage. Ismays Road, Ightham Sevenoaks Kent TN15 9BD. "No objection."

**TM/14/00182/FL**

Cricketts Farm, Borough Green Road, Ightham, Sevenoaks, Kent TN15 9JB. 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. "We support the application subject to any comments by Cllr Cracknell."

**TM/14/00670/LDE**

Copthall, Ismays Road, Ightham, Sevenoaks, Kent TN15 9BB. Lawful Development Certificate Existing: Use of land as residential garden within domestic curtilage of 'Copt Hall'. Applicant: Mr & Mrs R Burke, Copt Hall, Ismays Road, Ightham, Sevenoaks, Kent. "No Comment."

**Planning Applications Approved**

**TM/14/00152/TNCA**

The Town House, The Street, Ightham, Sevenoaks, Kent, TN15 9HH. T1: Lime tree - raise crown; T2: Yew Tree - raise lower branches; T3: Western Red Cedar - remove dead wood. No Objection on 18 February 2014.

**TM/14/00128/TNCA**

Ightham Warren Tonbridge Road Ightham Sevenoaks Kent TN15 9AP. Reduce by approximately 50% decaying Lime tree to prevent failure. No Objection on 25 February 2014.

**TM/14/00157/TNCA**

George And Dragon, The Street, Ightham, Sevenoaks, Kent, TN15 9HH. (T1) Common Ash - Fell to ground level. No Objection on 25 February 2014.

**TM/14/00327/TNCA**

Ightham Mote, Mote Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NT. Coppice Alder to leave space and light for standard Tulip tree to grow. No Objection on 4 March 2014.

**TM/13/03835/MIN**

Celcon Blocks Limited, The Ightham Sandpits, Borough Green Road, Ightham, Sevenoaks, Kent, TN15 9JB. Revised landscaping scheme submitted pursuant to condition (viii) of TM/85/1436/R8 and condition (vii) of TM/87/1851/R7 (KCC reference PAG/TM/85/1436/R8 and TM/87/1851/R7). Approved on 4 February 2014

**4. MINUTES** The Minutes of the meeting held on 18<sup>TH</sup> February 2014 were approved and signed as a true record of that meeting.

**5. MATTERS ARISING**

Kent Highways – items to be reported:

Manhole cover at junction of Mill Lane and Bates Hill leaking (report to Southern Water)

Large pothole on Styants Bottom Road 100 m up from the campsite

Drain blocked near replaced manhole cover outside The Rectory

Bollard on Oldbury Junction/A25 only partially fixed

Lease for Guide Hut - Update – Final points were agreed re hours and age limit. We have received a copy of the lease from our Solicitor which has also been sent to Mrs Chessons Solicitor. The cesspit was emptied last week and contractors have been asked to provide comparative quotes for connecting to the mains drainage at the School and to housing further down Oldbury Lane. The Parish Council will only undertake to do the work once we have a signed lease.

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

Bus Shelter opposite Common Road – We have submitted payment and work should commence shortly to replace the old bus shelter.

Parish Notice Boards – The new noticeboard have been collected and need varnishing before being installed.

Old Lane Footpath – A sign saying Old Road had been put up at the Common Road end of Old Lane in error, this will be replaced with correct signage within a couple of weeks.

Defibrillator – Funding granted – Cllr Dagger has kindly agreed to donate £1528 of her Members Grant towards a Parish Defibrillator. Parish Clerk to contact the Community Hearbeat Trust to discuss purchase and installation. Suggestions of where it should be located include the outside wall of the George & Dragon, subject to their permission and requisite Planning Permission.

New Fence in Recreation Ground – Estimate – We have received an estimate for a new post and rail fence to replace the existing one at the back of The Recreation Ground, it is for £1027 plus VAT. It was agreed that we should accept the price and go ahead.

Local Plan Meeting – Debrief – The Councillors found the presentation by Tonbridge & Malling very informative. The meeting was set up in response to a Government initiative to take into account Community wishes in relation to creating more housing. We have asked Ian Bailey in the Planning Department at TMBC to talk to us at the Annual Parish Meeting

Annual Parish Meeting – Arrangements – The meeting will be on Thursday 24<sup>th</sup> April at 7.30pm for 8pm start. Invitations will be circulated via the various Clubs and Societies and details will be published in the Parish Magazine and on the website.

## 6. CORRESPONDENCE

Protecting Playing Fields – Ightham FC Pitch Levelling - Update – The Football Club have commissioned a report and have a price for the pitch levelling. Cllr Holden to get a copy

Old Lane Gypsy Site – Update – No further developments.

Fen Pond Road Houses – We have been asked to promote the new houses on Fen Pond Road to Local Residents. We have received posters which will be distributed on noticeboards and at the Church and School. We will also put details in the Parish Magazine and on the website.

Thurham Heritage Award 2014 - We have been asked whether we would like to put something forward, it was decided that we wouldn't on this occasion.

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

## 7. FINANCE

**The following accounts are submitted for payment: Proposer Cllr Willingham, Seconded by Cllr Chartres**

Parish Clerk Salary and expenses	£412.00
Jane Haselden – Website	£30.00
Burslem – Cleaning the War Memorial	£942.00
South East Water – Water Rates – Pavilion	£56.99
A Willingham Limited- Repairs to guttering on Bus Shelter opposite George & Dragon	£571.75
EDF Energy – Electricity supply to Pavilion	£38.30
Ightham Village Hall – Lettings	£150.00
Burtenshaw - New Bus Shelter	£2,085.00
JH Gardening Services – Remove fallen trees in Village Hall Car Park	£100.00
SJ Sharp Joinery – New noticeboards in Oak	£2,460.00
Samaritans - donation	£100.00
<b>Total</b>	<b>£6,946.04</b>

### Financial position at 28<sup>th</sup> February 2014

Current account: £4,386.40 (including unrepresented cheques of £2,498.46 )

Deposit account: £133,967.07

## 8. ANY OTHER BUSINESS

Cllr Willingham reported that the Quilters who meet in the Village Hall have requested 2 new tables, at their expense. It was agreed that we would go ahead and order them for them.

The Parish Clerk reported that we had received paperwork from the Auditors. Cllr Mitchem to ask Sarah Pratten whether she would be able to audit the accounts for us.

Cllr Chartres to order approx 50 glasses from Ightham Mote for the Annual Parish Meeting.

2/14

**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
**HELD ON TUESDAY 18TH FEBRUARY 2014 AT IGHTHAM**  
**VILLAGE HALL AT 7.45pm**

Present: Cllr John Edwards, Cllr Brierley, Cllr Chartres, Cllr Cracknell, Cllr Gillow, Cllr Willingham and The Parish Clerk.

**1. APOLOGIES**

Cllr Hall, Cllr Holden, Cllr Mitchem

**2. DECLARATION OF INTERESTS**

None

**3. PLANNING APPLICATIONS**

**TM/14/00157/TNCA**

George And Dragon, The Street ,Ightham Sevenoaks Kent TN15 9HH. (T1) Common Ash - Fell to ground level. Applicant: About...Trees Mr Wayne Elwell 11 St Swithins Road Whitstable Kent. No objection providing Liz Guthrie is content.

**TM/14/00327/TNCA**

Ightham Mote, Mote Road, Ivy Hatch, Sevenoaks, Kent TN15 0NT. Coppice Alder to leave space and light for standard Tulip tree to grow. No objection providing Liz Guthrie is content.

**TM/14/00247/FL**

Brackens, Copt Hall Road, Ightham, Sevenoaks, Kent, TN15 9DU. Erection of single storey rear extension to form sun lounge. Applicant: Mr Robin McFarlane, Brackens, Copt Hall Road, Ightham, Sevenoaks, Kent TN15 9DU. No objection.

**TM/14/00255/FL**

Fresh Fields, Sevenoaks Road, Ightham, Sevenoaks, Kent, TN15 9AB. Creation of gable roof extension to rear, to provide en-suite bathroom to existing bedroom. No objection.

**TM/14/00418/AGN**

Mount Farm, Borough Green Road, Ightham, Sevenoaks, Kent. Agricultural Prior Notification: Erection of a hay barn. Applicant: Nick Connell, Mount Farm, Borough Green Road, Ightham Sevenoaks, Kent. No objection.

**Planning Applications Approved**

**TM/13/03918/TNCA**

Fieldings, 4 Fen Pond Road, Ightham, Sevenoaks, Kent TN15 9JD. Silver Birch- 20% overall reduction to prevent any potential failure. No Objection on 21 January 2014.

**TM/13/03714/FL**

Leseberg, Copt Hall Road, Ightham, Sevenoaks, Kent TN15 9DU. Detached two bay oak framed garage. Approved on 24 January 2014.

**Planning Applications Refused**

**TM/13/02888/FL & TM/13/02889/LB**

George And Dragon, The Street, Ightham, Sevenoaks, Kent TN15 9HH. Installation of new kitchen extract system. Refused on 6 February 2014

**4. MINUTES** The Minutes of the meeting held on 21<sup>st</sup> January 2014 were approved and signed as a true record.

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

Kent Highways – items to be reported:

Pine Tree Lane and High Cross Road will be closed on 17<sup>th</sup> and 19<sup>th</sup> March respectively for 2 days for resurfacing.

Back Lane has become eroded by rain by Planet Plants

Pothole outside Faiways

Manhole Cover on A227/Bates Hill near Mill Lane needs repairing

Broken grill in Gulley 100m from Dark Hill Roundabout

Pothole between Arboret and Oldbury Lodge

Lease for Guide Hut - Update – Our Solicitor has been in touch with Mrs Chessons Solicitor to either set up a meeting / telephone call to resolve outstanding issues. The Parish Council are willing to concede the issue of the upper age limit from 11 to 16 and hours of use in order to get the lease signed swiftly. Cllr Willingham to contact the owners of Arboret to connect SKIPS to the mains drainage.

Proposed new scout/football building – Update – The Scouts are preparing a formula to enable us to make a decision on what percentage of funding would be acceptable in order to start the building project.

Bus Shelter opposite Common Road – Parish Clerk to instruct Burtenshaws to go ahead with the new Bus Shelter opposite Common Road. It was agreed that we approve full payment when placing the order as it would give us 5% discount.

Parish Notice Boards – Cllr Willingham meeting with designers next week to discuss installation.

Old Lane Footpath – James Hayward has cleared the vegetation. Cllr Willingham to inspect the surface to see what can be done about improving the pathway.

Flooding – Busty Stream – Work is scheduled to cut back vegetation.

Salt Bin – Trycewell Lane – Update – Cllr Chartres has been in touch with the owners who have agreed to clear out the bin.

Defibrillator – Parish Clerk has written to Cllr Dagger to ask about help with funding.

Cleaning the War Memorial – Work scheduled for Thursday 20<sup>th</sup> February.

Car Park – Accidents – There have been a spate of accidents turning into the Car Park from A25. Cllr Chartres has been in touch with Highways regarding improved road markings.

Speedwatch Seminars – Parish Clerk to circulate details.

Local Plan Meeting – 6<sup>th</sup> March – 7.30pm George & Dragon – This will be an opportunity for Councillors to come up with ideas on what may improve village life.

#### **6. CORRESPONDENCE**

Protecting Playing Fields – Ightham FC Pitch Levelling - Update – Nothing to report.

Old Lane Gypsy Site – Update - Nothing to report.

Sustainable Communities Act – Sevenoaks Proposal – Sevenoaks Town Council have put forward a proposal to return to a system to provide a percentage of the Business Rates to Town & Parish Councils to be used for the benefit of economic growth in the locality. It was agreed that Ightham would support this.

#### **7. FINANCE**

**The following accounts are submitted for payment: Proposed by Cllr Willingham and Seconded by Cllr Gillow**

Parish Clerk Salary and expenses	£523.17
Jane Haselden – Website	£30.00
Bob Lee Amies – Maintenance work around Village	£378.46
JH Gardening Services – Making Safe Trees in Village Hall Car Park and clearing Old Lane	
£600.00	
GA Willingham – Repairs to Pavilion Roof	£168.75
St Peters PCC – Annual Contribution to St Peters Magazine for whole Parish	£35.00
Norris & Fisher – Insurance on Village Hall	£1,999.30

**Financial position at 30<sup>th</sup> January 2014**

Current account: £1,069.88 (including unpresented cheques of £860.55) Deposit account: £143,967.07

**8. ANY OTHER BUSINESS**

Cllr Gillow reported that Ightham Mote was open during half term with activities for children. From 1<sup>st</sup> March the Mote will be open 363 days a year. The National Trust manage Oldbury and KCC has been responsible for maintaining to date, this responsibility will be handed to the National Trust in the Spring.

Cllr Brierley has received communication from Kent Man of Trees but felt that it was not appropriate for us to participate this year.

Cllr Cracknell said that St Peters would be holding a Poppy Pop Up Tea Shop on Sunday 2<sup>nd</sup> March from 3-5pm in the Village Hall. There will be a display of WW1 Memorabilia. Cllr Cracknell attended a breakfast meeting at the George & Dragon which was to help to foster relations with the local community. The George & Dragon will be serving breakfast from 1<sup>st</sup> March and are keen to be involved in fund-raising for the new Scout Hut.

Cllr Willingham reported that someone had asked whether Ightham would be linking with Sevenoaks for Constituency /Electoral purposes – this proposal is on hold.

Cllr Edwards said that he had been asked about the ownership of the land between the lower Village Hall Car Park and the George & Dragon where a number of trees had come down in the recent storm. This could be used to create a footpath from the Car Park to the George & Dragon. It was also reported that the lights in the Village Hall Car Park need resetting and that one of the lamp posts had been damaged in the storm. Parish Clerk to report.

Cllr Chartres said that the Community Improvement Fund is up and running and would be offering up to £2,000 for Capital Projects. It was suggested that we look at replacing the fence at the back of the Recreation Ground. Cllr Willingham to get a quote.

The meeting closed at 9.20pm.



**IGHTHAM PARISH COUNCIL**  
**MINUTES OF MEETING OF THE PARISH COUNCIL HELD**  
**ON TUESDAY 21ST JANUARY 2014 AT IGHTHAM VILLAGE HALL**

Present: Cllr Edwards, Cllr Brierley, Cllr Chartres, Cllr Cracknell, Cllr Hall, Cllr Holden, Cllr Mitchem, The Parish Clerk

**1. APOLOGIES**

Cllr Gillow, Cllr Willingham

**2. DECLARATION OF INTERESTS**

None

**3. PLANNING APPLICATIONS**

**TM/13/03918/TNCA** –Fieldings, 4 Fen Pond Road, Ightham, Sevenoaks Kent TN15 9JD. Silver Birch- 20% overall reduction to prevent any potential failure. Applicant: Mr Richard Todd. “No objection”.

**TM/13/01628/FL** – 3 New Cottages, Ismays Road, Ivy Hatch. Ightham, TN15 0NX. Proposed agricultural building. Applicant: Mr Kevin and Mrs Mandy Stell. “We fully support this application as we did the previous application for a larger building. We also consider there is a convincing case for permitting a larger building if, as the applicants propose, three small buildings on the site are demolished. We hope this application can now be approved without further unnecessary delay. We have failed to understand what significant planning policy has led to the apparent determination of the Planning Officer to restrict the size of this agricultural building below what the applicants know they require”.

**TM/14/00128/TNCA**

Ightham Warren, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP. Reduce by approximately 50% decaying Lime tree to prevent failure. Applicant: Mr Ian Sturgess. “No objection providing Liz Guthrie is content”.

**TM/14/00152/TNCA**

The Town House, The Street, Ightham, Sevenoaks, Kent, TN15 9HH. T1: Lime tree - raise crown; T2: Yew Tree - raise lower branches; T3: Western Red Cedar - remove dead wood. Applicant: Ms Martina Cole. “No objection providing Liz Guthrie is content”.

**Planning Applications Approved**

**TM/13/03271/FL**

Chestnuts, Copt Hall Road, Ightham, Sevenoaks, Kent, TN15 9DU. Engineering works to re-shape rear garden. Approved on 17 December 2013.

**TM/13/03352/FL**

Old Tiles, Stone Street Road, Ivy Hatch, Sevenoaks, Kent, TN15 0PQ. Double garage cut into the slope of the land. Approved on 20 December 2013.

**TM/13/03602/FL**

Brackens, Copt Hall Road, Ightham, Sevenoaks, Kent, TN15 9DU. Demolition of detached garage, front porch and part of single storey extensions to South and North elevations. Erection of attached garage to North elevation with pitched roof over new study, shower and utility rooms with rooflight to garage. Front porch canopy and first floor extension over sitting room with roof light, flue and solar tiles. Render to all ground floor elevations, replacement tiles to roof and vertical tiling. Approved on 8 January 2014.

## **TM/13/03712/TNCA**

The Cottage, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DD. T4 and T5 (Oak) - fell due to excessive shading. No Objection on 13 January 2014.

**4. MINUTES** Approval of the meeting held on 19<sup>th</sup> December 2013. The Minutes were signed and approved as a true record of the meeting.

## **5. MATTERS ARISING**

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

Pothole opposite Fairways

Potholes between Double Dance and Charters

Excessive silt on A227 making it impossible to walk safely to the sides of the road

Drainage on Back Lane

Flooding at the bottom of Styants Bottom Road

Pothole opposite entrance to Cobs Close

Lighting outside the Village Hall

Sign on corner of Ismays and Back Lane is pointing in the wrong direction.

**Mrs Chesson – Lease for Guide hut - Update** – We have been advised by our lawyers to get Directions from Court as we still haven't heard from Mrs Chessons lawyers despite agreeing to all of the points raised. Parish Clerk to set up meeting with Cllr Edwards, Cllr Chartres, Warners and also find out whether we can meet with Gullands to agree the lease in a meeting before taking further. Parish Clerk to put together a summary of activity on the matter to pass to Cllr Hall.

**Proposed new Scout/Football Pavilion – Update** – Cllr Holden attending a meeting with Scouts to set up Sub-Committees to organise fund raising.

**Pavilion – Repairs to roof and window/Damage by Sutton Athletic** – Nothing to report.

**Precept 2014 – Budget** – It was agreed that we should not increase the Precept this year and that it should remain the same as last year, £95,000. Projects that we have allowed for include a new roof for the Village Hall, a contribution towards the new Scout Hut/Pavilion, Pitch levelling and demolition of the existing Pavilion. Cllr Chartres asked whether we would be able to make a contribution towards the Ightham Primary School building project, The Parish Clerk will contact KALC to check whether there are any regulations concerning donations to Schools.

**Bus Shelter opposite Common Road** – We have received a quote from Burtenshaws to remove and replace the Bus Shelter opposite Common Road for £2,195 inc VAT. It was agreed that we should go ahead.

**Parish Notice Boards** – One of the doors on the old notice board by the village Hall has come off and broken. Parish Clerk to ask Tony Willingham to repair unless the new one is nearly ready.

**Old Lane Footpath** – Cllr Chartres to find out whether this can be resurfaced/repared.

**Flooding – Busty Stream** – A section of fence fell into the stream on Christmas Eve, this contributed to flooding in Busty Lane. The residents cleared the stream on Boxing Day and David Cox has set up a Working Group to keep it cleared. He will also feed back to the Parish Council anything that needs to be done in that area, for example, he has mentioned that the parking could be improved around the Square and Busty Lane. This would enhance the Centre of the Village and is something that the Parish Council would be willing to support and contribute to.

**New Salt Bin – Trycewell Lane** – Cllr Chartres to have a word with the owners of The Nook. Cllr Cracknell to pass on details.

**Defibrillator** – We have received details from the Parish Clerk at Shipbourne about defibrillators, they cost in the region of £2,000 and need to be mounted on an external wall. It was suggested that the George & Dragon would be an ideal place subject to permissions being obtained. There is one at Ightham Mote and The Parish Clerk was asked to find out whether the School has one. The Parish Clerk to write to Valerie Dagger to ask whether we would have a contribution towards 2 of them. Cllr Brierley to co-ordinate with The Parish Clerk.

**Ightham Club** – There were some complaints of noise on Christmas Eve which TMBC looked into and an event on New Years Eve was subsequently cancelled. The new Secretary at the Club has been co-operating with TMBC and hopefully there will be no further problems.

**Cleaning the War Memorial** – We have received an estimate from Burslems to clean the War Memorial in time for the Centenary for £942. Parish Clerk to write to accept and organise for work to go ahead. It was reported that The Church Committee will be discussing a possible

event/Service and that Ightham Mote will be holding a programme of events including exhibitions, events and works of art.

**Village Hall Insurance renewal – approval of fees** – We have received an Insurance quote for the Village Hall which is £1,999.30, payable in February, It was agreed that we should accept the quote and renew the policy with Norris & Fisher.

## 6. CORRESPONDENCE

**Protecting Playing Fields – Ightham FC Pitch Levelling - Update** – The Football Club have paid to have a report commissioned to see what it would cost/require to level the football pitch. They have also been in contact with the Sports Council about funding options.

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

## 7. FINANCE

**The following accounts are submitted for payment:** Proposed by Cllr Hall and seconded by Cllr Holden

Parish Clerk Salary	£412.00
Jane Haselden – Website	£30.00
Anthony Edwards	£671.60
Sturgeons – Retention Fee (Paid)	£2,552.40
A Willingham Ltd – Maintenance to the Village Hall	£558.66
J Roberts Electrical Ltd - Installation of electricity supply at War Memorial	£420.00
GA Willingham - Repairs to Village Map & Work at the Village Hall	£679.36
Sarah Huseyin – Natwest Mastercard – Shaws Minute Binder	£91.19

### **Financial position at 31st December 2013**

Current account: £5,577.79 (including un-presented cheques of £3102.43) Deposit account: £143,947.66

## 8. ANY OTHER BUSINESS

We have received an invitation from Lord Lieutenant of Kent to attend his annual Civic Service at Canterbury Cathedral. It was agreed that Cllr Edwards and Cllr Chartres would attend.

Cllr Mitchem had been to visit Fen Pond Road residents as the roads had been flooded, there was no flooding to properties.

Cllr Hall asked about the Local Plan Meeting. The Parish Clerk will rearrange the meeting. Councillors to send ideas to the Parish Clerk.

Cllr Chartres reported that a Housing Survey was being sent out in March to all residents, this will determine the future need for housing in Ightham.

Cllr Cracknell asked whether the Parish Council would make a contribution towards printing costs of the bumper Parish Magazine, it was agreed that we would.

Cllr Cracknell reported that the hedges alongside Ightham Warren on A227 had been cut back and that Robert Brown from the George & Dragon had been in touch about organising a diary of social events at the George & Dragon.

Cllr Chartres reported that the guttering on the bus shelter in the Square was dangerous. The Parish Clerk to ask The Willinghams to replace with like for like material and to repair broken tiles.

Cllr Chartres asked Cllr Hall to pass on thanks for the Christmas Tree and said how sad it had been that the Pageant had to be cancelled due to a power cut. He had written to UK Power Networks to ask for compensation in the form of a charitable donation as it been exceptional circumstances.

Cllr Chartres said that the power point in the square was only temporary but could easily be made permanent and had been in discussions with the owners of the house on the Square regarding a financial arrangement for the electricity bill.

Cllr Hall reported that there was still a lot of rubbish outside Badgers on Copt Hall Road. Cllr Chartres to contact TMBC Enforcement.

The Parish Clerk reported that to obtain flashing 30 signs either side of the village we had to go via KCC Highways if the signs were to be on their land. If the signs are to be on Parish Land

we need to go via Ben Hilden, Transport Engineer. Parish Clerk to ask Shipbourne Parish Clerk how they obtained flashing signs in Shipbourne and to get an idea of cost.

The meeting closed at 9.50pm

**9. ANY OTHER BUSINESS**