

10/19

## MINUTES OF THE PARISH COUNCIL MEETING

ON TUESDAY 15 OCTOBER 2019 AT IGHTHAM VILLAGE HALL AT  
7.30PM

**Present:** Cllr Willingham (Chairman), Cllr Holden (Vice Chairman), Cllr Cracknell, Cllr Emmett, Cllr Fielder, Cllr Hall, Cllr Hogarth, Cllr Mitcham, County Councillor Rayner, Borough Councillor Betts and The Parish Clerk and 4 members of the public.

1. **APOLOGIES FOR ABSENCE** - None
2. **DECLARATION OF INTERESTS** - None
3. **DECLARATION OF ACCEPTANCE OF OFFICE FOR NEW COUNCILLOR** - Cllr Willingham introduced Cllr Tamsin Hogarth who has been co-opted to the Parish Council. Cllr Hogarth duly signed the Acceptance of Office and the Clerk passed her the Declaration of Pecuniary Interests to complete and send to TMBC.
4. **MINUTES** - The Minutes of the Meeting held on 17 September 2019 were approved with one manuscript amendment and signed as a true record. Cllr Hall asked for clarification on the comment about the restriction on hires of the new scout pavilion due to VAT liability. Cllr Holden said that the new pavilion cannot be hired for more than 5% usage otherwise the Trustees will incur VAT on the cost of the build. The Football Club take up the majority of that 5%. The Clerk was asked to write to the Scouts to find out the exact position regarding hires so that we understand the constraints.
5. **PUBLIC** – A member of the public who on Ightham School PSA asked for some information about the proposal to level the football pitch at the recreation ground; the PSA have an interest in the plans as they are planning on running a school fayre again next summer. They also have an interest in how Parish funds are spent and wondered whether they could be better spent for the wider benefit of the community. They asked whether the space could be improved to work for other sports as well as football and whether the school could be involved in the decision making process. In terms of timing, they asked whether the works could be postponed to the summer holidays so that they could run the summer fayre again as they are relying on it to raise much needed funds for the benefit of the school. Suggestions for alternative sporting uses included a running track, multi-sports pitch and cricket nets. There was also a suggestion that the excavated earth could be used to create a tiered seating area on the bank by the tennis courts. Cllr Holden said that once the pitch is flat, it would lend itself to other sports. As part of the work, we would create a junior pitch which could be used by the school and/or a junior section of the football club. There isn't room to create a running track but the school would be able to use and mark out the pitch for other purposes. The 2 pitches would be a different levels; the smaller pitch would be closer to the Scout pavilion and there would still be vehicular access. As regards timing, if the work is done at the beginning of the summer holidays, re-seeding could be done in September. The pitch would not be available to play on for a year. We have only received 1 quote for £30k, the work would take 2 weeks and will involve heavy plant which is why it would need to be done during the school holidays. Once we have 2 quotes and some information about funding/grants from the Football Association then the decision on whether to proceed will go to the Parish Council. The PSA asked whether they would be able to see the proposed plans. Cllr Holden said that we would be happy to share them although we would only have a layout of the space as we wouldn't be required to get drawings for full planning permission.

As regards cricket, it was suggested that cricket nets would be better placed on the school grounds behind the multi-skills court.

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

Cllr Fielder asked the PSA what provision had been made for Scouts to be dropped off on the evening of the school fireworks; it was suggested that the Scouts spoke directly to the PSA to make arrangements.

The Governor of Ightham school attended the meeting to find out what the arrangements were for putting a container in the recreation ground to store the line marker and football equipment. We had received a suggestion that the container could go behind the multi-skills court on the school field but for safeguarding reasons this isn't feasible. A question was asked about using the old scout hut. Cllr Willingham said that we have an alternative location, just inside the entrance to the car park but the decision would be deferred.

**6. UPDATE FROM COUNTY COUNCILLOR** – Cllr Rayner reported that the new leader of KCC would be elected on Wednesday 16<sup>th</sup> October.

Cllr Rayner confirmed that he had received the proposed Traffic Improvement Arrangements from the Clerk and had had a meeting with Mike Whiting, Cabinet Member for Transport and it was thought that most of the proposals could be seen through although they would take some time. It was suggested that the proposals went through the Joint Transportation Board in the first instance although if they were delayed, the Traffic Orders could go through KCC. Not all of the proposals require the input of TMBC. The next stage is for the Parish Council to confirm that they would like to put the proposals forward.

Cllr Rayner reported that the proposed train service from Maidstone East via Borough Green and Wrotham to Blackfriars and St Pancras has been postponed indefinitely due to incapacity of the lines and stations.

Cllr Willingham asked whether there had been issues with the new rubbish collection service in Wrotham as there had been some in Ightham. Cllr Rayner recommended that we collated the data and reported the late or non collections to TMBC. Cllr Mitchem said that we should allow some time to let the new service bed in as inevitably there would be some teething problems.

## **7. PLANNING**

### **7.1 Planning Applications**

**TM/19/02344/TNCA** - 10 Oldbury Close, Ightham, Sevenoaks, Kent, TN15 9DJ. T1 Hawthorn to crown reduce whole crown by approximately 8 feet; T2 Hazels x4 to coppice at 4 feet; T5 Holly crown reduce whole crown to 4 feet; T7 Hazel reduce to 6-8 feet, retaining the shed screening; T8 Beech to trim to match Cherry adjacent; T9 Cherry to reduce rear top shoots to neaten; T11 Sycamore Sapling to cut back to boundary; and T12 Small Sycamore Sapling to fell to near ground level. "No objection."

**TM/19/02139/FL** - 31 Nutfields, Ightham, Sevenoaks, Kent, TN15 9EA. Single storey rear extension. "No objection."

**TM/19/02156/TPOC** - 7 Nutfields, Ightham, Sevenoaks, Kent, TN15 9EA. G1 Group of three Oak trees in the woodland edge behind No. 7 - cut back the tree on the left by up to 3m, cut back the middle tree by up to 3m and cut back the smaller tree by up to 2m. On all three trees, lateral reduction only, no reduction in height. T1 Silver Birch - reduce crown back to previous reduction point to facilitate the management of the crown by maintaining size, shape and form, T2 Small Silver Birch (poor codominant form) - Fell, T3 and T4 Beech x 2 - Reduce lateral spread over the garden of No. 7 by approx 2.5m and clear from the garage to give a clearance of approx 2m. "No objection."

**TM/19/02169/RD** - Ightham Scout Pavilion, Sevenoaks Road, Ightham, Sevenoaks, Kent TN15 9AD. Details of condition 5 (water drainage) and 9 (footpaths) pursuant to planning permission TM/16/02720/FL (Demolition of existing sports changing pavilion and construction of new single storey scout and football changing pavilion). "No objection."

**TM/19/02209/LDP** – Dalkeith, Sandy Lane, Ivy Hatch, Sevenoaks, Kent TN15 0PB. Lawful Development Certificate Proposed: 2no new porches, rear single storey extension, separate rear canopy, and separate outbuilding with storage. "No objection."

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

**TM/19/02216/TPOC** - 1 Nutfields, Ightham, Sevenoaks, Kent TN15 9EA. T1 Oak - Crown reduce upper crown by approximately 1.5m into line with crown of tree to the left. T2 Pine - Crown lift one low limb by approximately 1- 1.5m to allow more light underneath. Work is to allow more light to the house and garden and prevent the trees getting too large. "No objection."

**TM/19/02227/TNCA** – Longcroft, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DE. G1 10 foot strip of Laurels, along drive edge and Yew and Hazel - reduce to 8 feet, keeping level, T1 Oak Sapling - fell to near ground level T2 Sycamore, left of T1 - remove one low branch over lawn, T2 Sycamore, right of T1 - remove four. "No objection."

**TM/19/02087/FL** – Pinewood, Pine Tree Lane, Ightham, TN15 0NJ. Construction of new house already granted planning permission with minor amendment to the separate car port/stable block to convert the stable section to a single car garage. Amendment to TM/18/01166/FL: demolition of existing house and erection of a replacement dwelling with detached car port and stable. Change of use from agricultural land to residential use to convert stable section to a single garage. "No objection."

**TM/19/02350/TNCA** – Copthall, Ismays Road, Ightham, Sevenoaks, TN15 9BB. T1 and T2 Sweet Chestnuts – coppice as they have been losing limbs and now becoming a risk as they overhand the highway and T3 Sweet Chestnut – coppice as part of tree management. "No objection."

## 7.2 Planning Decisions – Approved

**TM/19/01852/FL** - Removal of existing conservatory to be replaced with a single storey extension - Old Orchard Ismays Road Ightham Sevenoaks Kent TN15 9BE.

## 7.3 Planning Decisions – Refused

**TM/19/01656/LB** - Listed Building Application: Internal alterations to form a new WC/Shower room on the ground floor - The Old Cottage Common Road Ightham Sevenoaks Kent TN15 9EB.

**TM/19/01681/FL** -Sub-division of existing curtilage and conversion of existing outbuilding into independent Class C3 dwellinghouse with off-street parking and associated works -Brackenwood Pine Tree Lane Ivy Hatch Sevenoaks Kent TN15 0NJ.

**7.4 Area 2 Planning Decision – Woodford Old Lane Update** – The Clerk reported that a final decision will go to TMBC full council on 29<sup>th</sup> October and that the Clerk and Cllr Cracknell would be meeting with local residents on Thursday 17<sup>th</sup> October. At the last Area 2 meeting, Cllr Taylor put forward a proposal to grant temporary permission for 7 years limited to the first generation resident dependents. We will have an opportunity to speak and it was decided that we would wait to see how we respond according to whether TMBC were proposing to go with Cllr Taylors suggestion or the original proposal for permanent permission. Some Councillors thought that 7 years was a reasonable compromise that we should be supportive of rather than risk permanent permission; others thought that we should continue to object to any permission to remain.

**7.5 LOCAL PLAN – Borough Green Gardens Update** –Letter from Inspectors 12 September.

## 8. MATTERS ARISING

**Highways & PROW Matters** – Access to land near Fishponds. After receiving an email from a resident about restrictions on the land that runs between the A25 up to Bridlepath 424 on Raspit Hill, Cllr Mitchem and the Clerk walked the footpath and found it to be clear, there are some notices on the trees but these are permitted as they are on the private land. As there aren't any obstructions to the footpaths, the Parish Council do not consider it to be an issue. The Clerk was asked to respond to the resident accordingly.

Salt has been ordered for the village hall, recreation ground and existing salt bins.

Drains outside Chequers and The Limes blocked, drains next to Cottage Field blocked, drain cover outside Elmhurst raised, drains on A25 either side of Seven Wents blocked, Common Road still flooding. Pothole outside Cottage Field. Cllr Cracknell said that we should clarify that the drains are actually blocked, it's more than basic leaf debris.

**Village Traffic Matters** - Les Henry Associates - Further to Cllr Rayners comments it was agreed that the Ightham Parish Highways Improvement Plan is approved by the Parish Council and we would like to proceed to get it implemented.

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

**Leathercote Corner** – Insurance claim – Cllr Willingham reported that the work to repair the sign and cairn would start soon.

**Scout Pavilion** – Update – Practical completion – We have now received the Practical Completion Certificate which has been passed to Warners. Warners have sent us and the Scouts Conveyancers a copy of the lease to sign and return. Cllr Holden took the lease to have a final check through to make sure all of the details are still correct. Shed/storage for the line market and goal posts - Cllr Willingham had received quotes for a 20" container for £1,800 plus £300 to transport it and £300-£400 to make a base. It would fit just inside the entrance to the recreation ground car park on the left and would be painted green. A discussion was had about getting a larger container to store the goal posts. It was decided that we should defer the decision until we have made a decision about pitch levelling as if it goes ahead we wouldn't need the container until next season after next. We have received a quote for fold down bollards outside the new scout pavilion, it was agreed that there should be 3 so that would give a 9 foot entrance. We will be installing chestnut posts at either end of the car park to form a barrier to the recreation ground. There will be a separate gate towards the park area for mower access. Cllr Fielder reported that there were some potholes in the car park and Cllr Willingham said that he would arrange for them to be filled with type 1. The ground to the right of the Scout pavilion has been seeded and will remain cordoned off until it has established. The Scouts have asked whether the entrance to the car park could be closed off during the evenings of 15/16 November for a Scout event, this was agreed. Cllr Willingham said that he would ask whether the gate could be installed before then.

**Ightham Football Club** – Charity match and new goal posts - Deferred until December.

**Tennis Club** – Update – Cllr Mitchem reported that there had been a drop in the water pressure in the Tennis Club which made it difficult to wash the surfaces of the courts. The Tennis Club are speaking with the Scouts to try and resolve this.

**Ightham Cricket Club** – Update - The Clerk reported that the verge outside the Cricket Club was looking untidy and that there were a couple of broken fence posts. Cllr Mitchem was asked to contact them to let them know.

**Busty Stream/ Flooding** – Update - Flood Action Group - Nothing to report, they are now focussing on the Emergency Plan.

**Recreation Ground** – Pitch Levelling - discussed above. ROSPA repairs – Cllr Mitchem and The Clerk met with Wicksteed to get a quote for the repairs, the Clerk will chase up the quote as we've heard nothing since our meeting. The Clerk reported that there had been some reports of drug in the car park and recommended that any criminal activity should be logged on the Kent Police website. There is CCTV with notices on the new Scout pavilion and we hope that it will deter criminal activity/ anti-social behaviour. The Clerk was asked to check with KALC about the regulations on CCTV.

**Bus Stop Back Lane** – Update – Nothing to report.

**Website** – The Clerk will speak to Gel creative about setting up new email addresses.

**Village Hall** - Refurbishment - The toilets and main hall are currently being decorated. It was reported that the dishwasher was leaking and probably needed to be cleaned and serviced. Cllr Willingham will contact Keenlaw. Recycling area - The Clerk reported that the recycling bins will remain in the lower car park until the new year. The Scouts are planning to keep the clothing bin but will get rid of the coardboard bin as it doesn't make much of an income although it was suggested that it may be useful to keep it as a few residents have mentioned that the green boxes aren't large enough to recycle all of their cardboard. The Clerk reported that there had been more fly tipping in the car park and will report it.

**Crime Report/Neighbourhood Watch** - Nothing to report.

**Climate Change** - Farm Waste – The Clerk was asked to chase this up with TMBC and Cllr Betts also recommended that it was reported to the Environmental Team.

**Woodland Restoration** Spring Lane – PROW – Nothing to report, this can come off the agenda for now.

**Litter Pick** – The next one will be on Saturday 9<sup>th</sup> November, details to go into the parish magazine.

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

- 9. UPDATE FROM BOROUGH COUNCILLOR** – Cllr Betts reported that overall, the new rubbish collection service had been good with 95% Borough having no problems. There are however pockets of the borough that have had problems that still haven't been resolved. Urbaser haven't dealt with the missed collections as quickly as TMBC would like and as a consequence they will work the weekend and have an additional lorry on each round. Unfortunately, in Ightham some of the missed collections were due to a broken down lorry and Cllr Betts will be chasing this up. He recommended that missed collections are reported via the TMBC website and that rubbish is left out, not taken back in.

The Clerk asked about the full council meeting on 29<sup>th</sup> where a decision would be made on Woodford Old Lane. We are not sure yet whether the Council will be recommending permanent permission or the temporary permission that was suggested at the August Area 2 planning meeting.

Cllr Betts said that The Full Council meeting will be temporarily suspended for the planning element part.

Cllr Hall asked whether the suggested amendment for temporary permission had been ditched? Cllr Betts said that TMBC could put forward the amendment. There is inadequate provision for travellers in the Local Plan and TMBC are worried that the applicant could appeal their decision; they are likely to win and be awarded costs as the Council would be deemed to be unreasonable as the Inspectorate said that they have made inadequate provision. If there had been adequate provision they could defend an appeal.

Permission is temporary anyway as it is restricted to the applicant.

Cllr Cracknell asked what our safest line of argument would be; should we continue to object or accept the temporary provision? It was suggested that we wait and see what the proposal is on the agenda when it comes out.

Cllr Betts reported that the Local Plan examination will be delayed until well into next year but the old equation for housing will still stand as the plan was submitted on time.

## 10. FINANCE & POLICY

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

|  |            |
|--|------------|
| Parish Clerk Salary & Expenses October                                 | £662.25    |
| HMRC – Employer Tax October ( <i>nil to pay as credit on account</i> ) | £4.60      |
| Gel Creative - October (OLT)   | £50.00     |
| JH Estate & Gardening Services – Grass cutting September               | £984.00    |
| Anthony Edwards – Churchyard (September)                               | £593.16    |
| Anthony Edwards – Parish Council Maintenance (September)               | £610.22    |
| TreeAbility – Work at allotment (50%)                                  | £355.20    |
| HSA - Security Camera Scout Pavilion                                   | £354.00    |
| PKF Littlejohn – External Audit Fee                                    | £480.00    |
| Information Commissioners Office – Data Protection Fee                 | £40.00     |
| Caste Water – Water Rates Pavilion                                     | £26.73     |
| Latitude – Professional Fees Scout Pavilion                            | £1,200.00  |
| Donation Keiti Collins   | £100.00    |
| E-on – Electricity UMS   | £56.42     |
| James Reid – Reimbursement for Zen Internet Ltd                        | £100.20    |
| TMBC – Uncontested Election Fee  | £522.07    |
| R Willingham- Reimbursement for works at Village Hall                  | £240.00    |
| Unity Trust Bank Transfer  | £10,000.00 |
| Tyrell Fencing – Posts for recreation ground – deposit                 | £885.60    |

Deposit Account £254,975.52

Current Account £24,150.32

Unity Trust Bank £3,910.38

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

#### 9. CORRESPONDENCE

Email from Ightham School PSA regarding pitch levelling – See above. Cllr Willingham asked whether Cllr Hogarth would be prepared to be the link to the school and this was agreed.

Ightham School PSA Fireworks display 8<sup>th</sup> November

STOP Borough Green Garden City - Petition

Kent Police - Rural Task Force report & Rural Matters

Kent Police – new online reporting tool via website, <https://www.kent.police.uk/>

TMBC Refuse collection dates

KALC Sevenoaks Town Council Precept Flyer

KALC AGM 30<sup>th</sup> November 2019 – Proposal to employ additional member of staff – increase subscription – It was agreed that we should support this proposal as KAL provide an invaluable service to us.

KALC – Brexit bulletins

#### 10. MATTERS FOR REPORT BEFORE THE NEXT MEETING

Cllr Holden reported that he had looked through the new Finance Regulations and that they should be adopted at our next meeting.

Cllr Willingham reported that 2 lights are out in the village hall car park; he will report them to TMBC.

Cllr Willingham reported that a resident was concerned about the plans at Ightham Mote and suggested that we don't make a decision until we have seen a formal planning application.

The meeting closed at 10.30pm

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

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