



12/20

MINUTES

Meeting of the Parish Council at 7.30 p.m. on Tuesday 15 December 2020 via Zoom

Present: Cllr Willingham (Chairman), Cllr Holden (Vice Chairman), Cllr Burgham, Cllr Emmett, Cllr Fielder, Cllr Hall, Cllr Hogarth, Cllr Mitchem, Borough Cllr Betts, County Cllr Rayner, The Parish Clerk and 3 members of the public.

1. **APOLOGIES FOR ABSENCE** - None
2. **DECLARATION OF INTERESTS** – Cllr Hogarth declared an interest in Barnmead as she knows the owners.
3. **VACANCY** - Cllr Willingham said that we have a potential candidate, Carol Robinson who would be attending the meeting. If everyone as in agreement we would go into closed session at the end of the meeting to agree to co-opt in January 2021.
4. **MINUTES** - The Minutes of the Meeting held on 17 November 2020 were agreed as a true record.
5. **UPDATE FROM BOROUGH COUNCILLOR, COUNTY COUNCILLOR**

Cllr Betts reported that Urbaser had completed all collections since August and the service has greatly improved. There is room for improvement in terms of quality of the service ie putting bins back and reducing the number of the hot spots to zero. Despite recycling increasing by 50% due to Covid and an increase in queuing at North Farm due to the closure of Dunbrik, Urbaser have performed well. Cllr Betts said that fly tipping is an issue in his ward and he has asked for it to be on the agenda at the next Street Scene meeting on 9th February to come up with a strategy to prevent and catch offenders.

There are increasing pressure on staff at TMBC due to Covid but the Community Hub is helping those who are shielding; they have a direct link with supermarkets.

There are business grants available for businesses that haven't been forced to close but are still struggling, information is on the website.

Cllr Betts said that the first phase of closures of the bring recycling sites would commence in January and the site at Ightham Mote would close. Only 10 strategic locations will remain. The site at Ightham village hall will go in phase 2.

Climate Change – At the recent Street Scene meeting sites for tree planting and woodland schemes were discussed. A test pilot for a Miyawaki Forest has been approved (a very small densely populated forest that helps with carbon absorption) and will be announced soon. They are also looking at suitable locations for electric vehicle charging points. Cllr Betts said that all Parishes should be adopting their own Climate Change Strategy.

A question was raised about whether we could access S106 funding even if we didn't have any developments (S106 monies are for infrastructure projects from developers). Cllr Betts said that he thought that neighbouring Parishes could benefit but would check.

Cllr Willingham asked about the best species of trees for carbon collection and Cllr Betts said that Chestnut and Oak had the biggest impact.

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Cllr Emmet asked about enforcement for fly-tipping – Cllr Betts said that there is a dedicated team to deal with fly-tipping through to prosecution. Identifying material in the waste usually leads back to the householder although the fly-tipping has often occurred via an unlicensed carrier. The process of getting to those who commit the crime is often long-winded.

There is no update on the Local Plan, TMBC are still waiting for a letter from the Inspectors.

Cllr Holden asked about the bulky waste collection, Cllr Betts said that it was scheduled to return however the hold up is with the risk assessments.

The Clerk asked about the asymptomatic Covid testing scheme – Cllr Betts said that it was being rolled out in Swale and Thanet and would get some information on TMBC for our next meeting,

Cllr Rayner said that the 2 main items being discussed at KCC were Covid and Brexit. There is concern about the rapid rise in cases and the impact on local hospitals. Cases are higher in the North and East of the County. Preparations continue for Brexit and there is no not much difference in impact between a deal or no deal scenario. There has been a large increase in the number of HGV's coming through, mainly due to stock piling. There have been a lot of briefings in relations to customs clearance and the arrangements for January.

Cllrs Rayner and Betts left the meeting at 20.50.

6. MATTERS ARISING

Highways & PROW Matters - Resurfacing of Mill Lane – a resident reported that resurfacing had been scheduled but it has only been patched, this has been taken up with Kent Highways.

Large pothole outside the cricket club and along A227 outside April Cottage.

Leaves on the footpaths on A25 towards the Farm Shop – this has been reported already and TMBC have said that they will clear them.

We have had several complaints about the recent diversions for the closure of Coach Road, unfortunately this wasn't helped by the closure of Copt Hall Road due to a water leak. It was noted that the diversion signs caused confusion and chaos and the rerouting was inappropriate.

Fly tipping of households goods reported south of Ightham Mote.

Barbed wire at Longcroft Lodge footpath – it was reported that a dog was injured this week. It is understood that if the wire is wrapped around a post on a footpath and this is unlawful. The Clerk was asked to report to PROW.

TMBC Parking Highways Meeting with Andy Edwards on 17th December – The Clerk asked whether there were any areas that should be raised in addition to the Harrow? Cllr Burgham said that we should monitor the parking on The Street as it obstructed the sight lines but it had improved recently. Overgrown hedge at Little Holt.

Village Traffic Matters – Update Parking on A25/Old Lane – nothing to report. Cllr Burgham said that parking of HGV's on Dark Hill Road was of concern but the Clerk said that there was a plan to put yellow lines at this location.

Scout Pavilion – Defibrillator - The defibrillator has now been installed and registered and we are awaiting a quote from a carpenter to build a cabinet.

Old Scout Hut – Update – Lease – The Clerk reported that she had heard from KCC and their lawyers were due to contact Warners with their comments. The Clerk had passed the water meter reading to Mrs Chesson to work out the water usage. We are still awaiting a second quote for the fire and broadband installation before deciding on our contribution. Cllr Willingham reported that the new toilets have been installed.

Ightham Football Club – Pitch Survey – Cllr Holden reported that he had been in touch with a couple of contractors. 1 had provided a quote but it was a considerable sum. The second contractor had given 3 options that would fit with the Football Association requirements. It was decided that the third

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option was preferable as it would also provide a tiered seating area and Cllr Holden said that he would request a quote based on this option. A question was raised about drainage if the pitch is flat and Cllr Holden said that as long as enough top soil is used, the surveyor didn't think it was necessary, however this will be checked.

Tennis Club - Update - There is still an issue with the water pressure but the contractors haven't been able to work out what and it will require further investigation. Cllr Mitchem said that the lighting from the scout pavilion wasn't far reaching enough and it was agreed that an additional light could be installed.

Ightham Cricket Club – Update – Cllr Willingham reported that we had just paid the second payment and though that the final payment would be due imminently as they were almost at the fitting out stage. He will go and check on the progress.

Busty Stream - Maintenance - Cllr Holden reported that the residents were doing a great job of monitoring the Busty and removing any debris.

Flooding – Replanting at Chapel View – Cllr Willingham reported that we were waiting on a meeting with residents to discuss garden waste before making a decision.

Village Hall - Update – Nothing to report. Only Scouts are using the hall at the moment.

Crime Report/Neighbourhood Watch - Update – The Clerk reported that No2 cannisters had been found in the car park and that we should monitor if it becomes a regular occurrence. Cllr Mitchem said that we should notify Lizzie Jones and ask the PCSO to check when he is in the area.

Climate Change - Update – See above.

Allotments behind Common Road – Visual Tree Assessment – The Clerk reported that Treeability were carrying out an assessment and had been in contact with the tenants of the Paddock to gain access.

Recreation Ground – Maintenance, leaves etc – Cllr Willingham has spoken to James Hayward about clearing the leaves. New fence along Arboret boundary – the fence is dilapidated and needs replacing having been damaged recently by a fallen tree. This is our responsibility, and it was decided that the fence from the bottom of the pathway to Oldbury Lane should be replaced. A question was raised about the fencing along the path in the recreation ground and it was thought that these belonged to residents. The Clerk said that she would order a new bin. Cllr Mitchem said that the new wet pour had been installed and looked good. Cllr Willingham has moved the bench. Cllr Holden said that there were a number of large potholes in the car park and Cllr Willingham said that he would contact Robert Body. Cllr Willingham thanked Cllr Fielder for cutting back the Beech hedging. It was agreed that we would defer a decision on a container until we decided on the pitch levelling.

Chapel Farm - Planting – A resident had reported that further cutting back had occurred during the night and the replanting has yet to be done TMBC have been informed.

St Peters - Cllr Hall and Cllr Burgham are organising a thank you gift for Penny. Cllr Hogarth agreed to be the church liaison officer as a replacement for Penny.

7. **PUBLIC** - A representations was made in relation to the barbed wire on the footpath alongside Longcroft Lodge.

8. PLANNING

8.1 Planning Applications

TM/20/02498/FL – Hillcrest, 13 Spring Lane, Ightham, Sevenoaks, Kent TN15 9DN. Proposed loft conversion with link-pitched dormer to rear elevation and 3 No rooflight windows to front elevation. "No objection."

TM/20/02601/FL - Fishponds Place, Sevenoaks Road, Seal Chart, Sevenoaks, Kent ,TN15 0HB.

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New side extension with cat-slide roof to create an open-plan kitchen dining space. Adaption of timber clad service wing by in-filling an opening to create new secondary entrance. Demolition of non original outbuilding. "No objection."

TM/20/02614/TPOC - Camomile House, Common Road, Ightham, Sevenoaks, Kent, TN15 9DY. T1 Oak to crown reduce whole crown by approximately 2m, and crown lift by approximately 2m; T2 Beech to remove one large low limb towards house and 1 or 2 smaller ones to clear away from house. "No objection."

TM/20/02650/FL – Barnmead, Styants Bottom Road, Seal Chart, Sevenoaks, Kent, TN15 0ET. Proposed flat roof single storey side extension. "No objection."

TM/20/02668/TPOC - 64 Nutfields, Ightham, Sevenoaks, Kent TN15 9EA. Fir tree – remove. "No objection."

TM/20/02670/FL - Hope Farm, Sandy Lane, Ightham, Sevenoaks, Kent TN15 9BA. Replacement of existing garden storage/garaging detached outbuilding and hard-standing with oak framed garden storage/garaging/pool/home office detached outbuilding. "No objection, we leave this to TMBC to determine".

TM/20/02703/RD - Longcroft Lodge, Oldbury Lane, Ightham, Sevenoaks, Kent TN15 9DE. Details of Condition 4 (landscaping) and Condition 11 (arboricultural report) submitted pursuant to planning permission TM/20/01604/FL (Erection of 2 no. four bedroom houses, installation of an access road and demolition of stable block /outbuilding in woodland area to the rear). *Response to be decided.*

TM/20/02719/FL - Bewley House, Tonbridge Road, Ightham, Sevenoaks, Kent TN15 9AP. Raise the summer house roof by 1.2m with two dormer windows and conservation roof lights, including infilling over the veranda. To erect a two bay open fronted garage to the front of Bewley House. "No objection, we leave this to TMBC to determine".

TM/20/02747/TNCA - Ightham Recreation Ground, Sevenoaks Road, Ightham, Sevenoaks, Kent - T1 Oak - Remove lowest 3 limbs and suckers on trunk up to crown break, T2 Oak - Remove long extended branch over skips and suckers on trunk and T3 Sweet Chestnut - crown reduce whole crown by approximately 3m and tidy torn hanging branch. Remove suckers at base. "No objection."

TM/20/02752/FL - Redwell House, Redwell Lane, Ightham, Sevenoaks, Kent TN15 9EE. Single storey extension, first floor extension and demolition of garage. "No objection."

TM/20/02764/FL - The Old Rectory, Rectory Lane, Ightham, Sevenoaks, Kent TN15 9AL. Removal of conservatory and restoration of facade with two new windows. Construction of single storey orangery, detached garage and internal modifications which include two new dormer windows. "No objection."

TM/20/02728/FL - Longcroft Lodge, Oldbury Lane, Ightham, Sevenoaks, Kent ,TN15 9DE. Variation of conditions 2 (materials), 3 (approved plans), 9 (access road) and 11 (stable building) pursuant to planning permission TM/20/01604/FL (Erection of 2 no. four bedroom houses, installation of an access road and demolition of stable block /outbuilding in woodland area to the rear (as an alternative scheme to that approved under TM/18/00668/FL). *Response to be decided.*

TM/20/02762/FL - Old Rectory Cottage, Rectory Lane, Ightham, Sevenoaks, Kent, TN15 9AJ.

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Subdivision of the plot to separate Old Rectory Cottage from The Old Rectory. Construction of a new single storey orangery, internal modifications to create four bedroom dwelling including removal of one chimney and hipped dormer, the addition of five new dormers, three conservation roof lights and alterations to the fenestration. "No objection."

TM/20/02776/FL - 9 Common Road, Ightham, Sevenoaks, Kent, TN15 9DY. Single storey side and rear extension. "No objection."

TM/20/02799/TNCA- Crown House, High Cross Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NR. T1 Maple and T2 Hawthorn to remove to ground level. "No objection."

TM/20/02801/TNCA - Ightham Warren, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP. Remove/fell to ground level Eucalyptus in courtyard area and poison with eco plugs to prevent regrowth. "No objection."

8.3 Planning Applications

Approved

20/02668/TPOC - 64 Nutfields, Ightham, Sevenoaks, Kent TN15 9EA. Fir Tree - remove (permission not required).

20/02351/TPOC - High Dapple, Copt Hall Road, Ightham, Sevenoaks Kent TN15 9DT. Various tree works.

20/02330/TPOC - Larchfield, Copt Hall Road, Ightham, Sevenoaks, Kent, TN15 9DT | T1 Beech - crown reduce whole crown by approximately 2-3m, crown lift over lawn and paving by 1-2m, T2 Oak - remove suckers on trunk up to main fork and T3 Beech - crown lift by approximately 3m.

0/02318/TNCA Ightham Mote, Mote Road, Ivy Hatch, Sevenoaks, Kent TN15 0NT. Various tree works.

Refused

20/02238/FL Ragstones Mill Lane Ightham Sevenoaks Kent TN15 9BH. Demolition of existing bungalow, garage and outbuildings and erection of a replacement dwelling and garage.

Planning Update – Cllr Mitchem reported a concern with the application for New Cottages. During the first application the title of the application changed from 'Conversion of existing redundant stables into annexe on the same footprint' to 'conversion of existing stables into self-contained residential dwelling'. We voted on the former and got the latter. Also the curtilage/s changed from a single plot to two. No re-consultation was taken with us despite our comments and we feel that there should have been re-consultation for this kind of material change. In addition, the decision seems inconsistent with other similar applications that have been refused. We cannot challenge the decision as it is too late however it was agreed that we should write to Eleanor Hoyle at TMBC and copy Cllr Betts and Cllr Coffin. It was also suggested that we should raise this with KALC as bad practice.

Cllr Hall said that a Leylandii had recently been removed on Ismays Road and replaced with a 2m fence and asked whether planning permission was required?

8.4 LOCAL PLAN – Borough Green Gardens Update - Nothing to report

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9. FINANCE & POLICY

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

Online Transfers - Unity Trust Bank

Parish Clerk Salary & Tax December – (Standing Order)	£652.00
Gel Creative - December (Standing Order)	£50.00
Zen Internet - Business Full Fibre 2 November (Standing Order)	£46.20
Smurfit Kappa – Newspaper Bin rental village hall (standing Order)	£54.00
A Willingham – Repairs to damaged shed Common Road (paid)	£336.00
Burtenshaw – New roof for damaged shed Common Road supply only (paid)	£550.00
Axis Southern Ltd – Second phase construction Cricket Pavilion (paid)	£6,000.00
Wrotham Parish Council – Local Plan professional fees (paid)	£5,303.81
Wrotham Parish Council - Local Plan professional fees	£22.65
Apple Plumbing and Electrical – New toilets at Oldbury Annex	£415.00
Anthony Edwards – Churchyard and Parish Maintenance	£1,134.56

Cheques

Parish Clerk Expenses	£238.61
Redlynch – wet pour recreation ground	£9,840.00
Wicksteed – New porthole for climbing frame	£97.80
Rodney Willingham – Reimbursement: Removal of roof at Common Rd & Key	£53.60
JH Service & Gardening – Grass Cutting	£576.00
Unity Trust Bank – Transfer	£5,000.00
St Peters Church – Magazine contribution	£60.00
TreeAbility – Tree work at Oldbury Lane	£324.00

9.1 AGAR Review – Non completion of review due to outstanding query – The Clerk reported that the External Auditors were querying whether the scout pavilion should be on our asset register given that the funding for the project didn't go through our accounts.

9.2 Parish Precept – Due 22nd January 2021 – The Clerk said that she would arrange a meeting with Cllrs Willingham, Holden and Hall in the first week of January and would circulate the finances beforehand.

9.3 Risk Assessment – The risk assessment had been circulated with no comments.

10. CORRESPONDENCE – (Please email Clerk if you would like to receive information)

Free training for district/parish councils on volunteering West Kent districts volunteering workshop – 13 January 2021 10.30-12 pm

Request for donation – West Kent Mediation – agreed that we should donate the same as before.

Request for donation - The Counselling Centre– agreed that we should donate the same as before.

Request for donation – Hospice in the Weald– agreed that we should donate the same as before.

Request for donation for work at the scout field – it was agreed to defer this to the next meeting.

Parish Seminar Autumn 2020 West Kent Documentation – Circulated

KCC Member Environment Briefing - November 2020 – Circulated

KALC Chief Executive Bulletin – Issue 13 (November 2020) – Circulated

KALC Newsletter November - Circulated

Census Engagement Manager - Census 2021 – Raising awareness for completion online

PRESS RELEASE - Support for Consistent 30mph Speed Limit on A25 into Seal (circulated) – It was agreed that the Clerk should write to Sevenoaks District to offer our support.

TMBC - New reporting of fly tipped waste

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KRF Press Release - End of EU transition contingency plans & Live test of end of EU transition plans on the M20, movable barrier

TMBC - Recycling Site Removal, Phase 1 Ightham Mote - Circulated

Covid-19 preventative behaviour and symptoms study

<https://pharma.unige.ch/limesurvey/index.php/326544?lang=en>

St Peter's newsletter

Kent County Council Revised Safeguarding Supplementary Planning Document (SPD) – Extension to Consultation Deadline – Circulated

11. AOB

The Clerk said that nominations for the Community Award were coming up and made a suggestion that was agreed.

Cllr Holden reported that there were Covid Marshalls patrolling in Borough Green.

Cllr Willingham reported that the Christmas tree had been delivered today and the residents were going to decorate it. The Clerk was asked to write to Fairlawne to thank them.

The meeting closed at 21.48.

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