



3/23

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 21 MARCH 2023 AT 7.30PM AT IGHTHAM VILLAGE HALL

Present: Cllr Willingham (Chair), Cllr Holden (Vice Chair), Cllr Burgham, Cllr Clark, Cllr Emmett, Cllr Fielder, Cllr Hall, Cllr Hogarth, Cllr Mitchem, The Parish Clerk, County Cllr Rayner and Borough Cllr Betts.

1. APOLOGIES FOR ABSENCE - None

2. DECLARATION OF INTERESTS - None

3. MINUTES - The Minutes of the Meeting held on Tuesday 21 February 2023 were approved and signed with one small amendment.

4. REPORTS FROM COUNTY COUNCILLOR AND BOROUGH COUNCILLOR – Cllr Rayner reported the latest changes at **Wrotham School**: The Government are providing £28million and KCC are providing £7million towards rebuilding half of the school. The project will be largely complete by May 2025 with full completion due September 2025. The new building will accommodate an additional 265 pupils which will help to meet local demands.

Local Plan – We are waiting for Regulation 19, nothing further will happen until after the elections and progress thereafter will depend on which party takes office.

Levelling Up – KCC has made a successful bid for £45million to make improvements in traffic flow following changes in border control at the Port of Dover.

Lower Thames Crossing – Currently out for consultation, however, it was noted that it has been reported that the project has been put back. Future impact on A227 was noted.

ULEZ – The London Mayor is bringing in charges for certain vehicles in Kent London Boroughs including Orpington, after August. KCC is opposing this.

Refugees – A significant number of hotels in East Kent are currently occupied with refugees and asylum seekers as boats continue to arrive daily.

Special Education Needs (SEN) – Cllr Rayner is now on the SEN Sub-Committee. As previously reported, there are significant sums of money adrift in the SEN budget. The Government may be willing to write off £140m debt if KCC can show that they can reduce the arrears on the budget.

Elections – The Borough and Parish Election are on 4th May and Cllr Rayner encouraged everyone to vote. Turn out rate for general elections is around 75%-80% compared to 30%-35% at local elections.

Buses – KCC have been given a Government Grant of £19m for buses but Cllr Rayner did not think that this would be spent on rural bus services.

Cllr Fielder asked about the progress of the double yellow lines at Old Lane/Sevenoaks Road junction. Cllr Rayner reported that the paperwork has been approved by KCC who are waiting for TMBC to do the lines.

Cllr Mitchem asked how we could expedite the resurfacing work over Sevenoaks Road which is in a very poor state. Cllr Rayner recommended writing to him.

Cllr Betts reported a new round of **Green Business Grants** available from April and asked whether there were any businesses in Ightham that could benefit? The grant is for £5k or 50% of project costs. This grant was previously used for an air source heat pump in Wrotham Pavilion. Cllr Willingham reported that we had been unsuccessful in getting a quote for PV panels for the village hall but were pursuing suppliers and would apply in the next round of grants if we could find a contractor.

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



Cllr Betts reported that Sevenoaks Leisure Centre had closed and TMBC have been asked to share facilities with Sevenoaks residents. TMBC are continuing to support leisure centres and have just finished installing 196 PV panels on Larkfield Leisure Centre which supplies 96 KWH electricity. A second project to install PV panels at Tonbridge swimming pool is due to start soon.

Key performance indicators: Fly tipping is down by 17% and recycling up by 10% with TMBC being one of the top Boroughs in Kent for recycling. In terms of Finances, payments from the Government have been better than expected. Business rate collections have improved to 95.14%, up by 2 % and council tax collection is 93.49%.

Local Plan – The Local Plan will be discussed at the Housing and Planning Select Committee this evening. There will be a discussion about whether to keep to the original timetable which would see the Plan being finalised in 2025/6, or to wait for the Levelling Up Bill which would see a likely reduction in the number of houses required. This would add a further 12 months to the timetable. Until we have a Local Plan, the Borough is vulnerable to developers as there is a housing shortage. Cllr Betts has asked the Tree Planning Officer at TMBC to chase up the Forestry Commission about the overdue replanting at Chapel Farm.

Cllr Betts reported that the works on A25 Hillside had stopped, and we are awaiting a formal planning application.

Cllr Mitchem reported that the Parish Council had organised a litter pick on 25th February and collected 12 bags of rubbish that were picked up by TMBC. Cllr Mitchem noted that £1.1 million was set aside by TMBC for litter collection and asked if we could find out how this is spent? Cllr Betts said the cost of keeping the Borough clean would be at least 10 times this amount and costs were balanced between high speed road cleaning and verge cleaning and an Officer goes into schools to educate children. Cllr Mitchem had requested litter collection of Fen Pond Road and had been informed by TMBC that it would take 8 months to schedule. Cllr Betts said that he would find out where money was being spent and what was being done in Ightham. He reported more robust enforcement of fly-tipping with 80 fixed penalty notices issued. It was noted that motorway slip roads were particularly bad and Cllr Rayner said these were the responsibility of National Highways. Cllr Burgham asked about the planning application for a large development at East Malling Research Centre which came in after the Call for Sites. Cllr Rayner said that developers could submit applications at any time and because of the lack of housing supply, it left villages vulnerable although noted Ightham would have some protection due to its status as AONB and greenbelt. Cllr Betts said that there had been no prior consultation with TMBC about the Research Centre.

Cllrs Betts and Rayner left the meeting at 20.29.

5. MATTERS ARISING

Highways & PROW Matters - HIP update- The Clerk received an email from KCC to say there had been another change in Highways Improvement Team Leader and due to delays, they would waive the design cost for the Gateways saving us £1,006. We are awaiting final drawings and costings. The Clerk reported a missing handrail on the bridge at the end of the footpath at the Churchyard. The Clerk reported it to PROW who said it wasn't their structure however there is no requirement to have a handrail on both sides of a bridge. The land search shows that it is on unregistered land but as it isn't our land, it was decided that we shouldn't take on the responsibility to repair it. Cllr Fielder will go and look with a view to establishing possible ownership.

High Cross Road closure on 24th April for 3 days with a lengthy diversion.

Numerous potholes: The Clerk asked for Councillors to email her with details so that they can be reported. Clerk to report missing bollards on A25 Coach Road junction and bollards need cleaning on A25.

Allotments –Update – Cllr Emmett invited Councillors to visit the allotment garden behind Robin Hill to look at the Spring plants.

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



Recreation Ground & Car Park –Wicksteed repairs - We have received a quote for £3,264.32 from Wicksteed for all of the repairs suggested in the Rospa report, this was approved. We are awaiting a quote **for repairs to the wetpour. Container repair** – Cllr Willingham to action. The Clerk circulated a design for a **memorial bench** to replace the bench near to the Tennis courts. The cost is £460 plus a plaque costing £30-£50 – this was approved. **Coronation Event** on 7th May – The Clerk has been in contact with TMBC about waste collection and they can provide bins at a charge of £93.58. It was agreed that the Parish Council would cover this cost. We have received a quote from Treeability for cutting back the **Goat Willow** overhanging the Tennis Courts for £240, this was approved.

Tennis Club - Path Lights & Water Main – The work to the water main has been completed and the water pressure has now improved. Work to add a 2 way **light switch** to the lights is ongoing as it has proved to be a bit more complicated than anticipated. The PC agreed to match fund the water main work and will pay £1,300 towards the cost and the work to the lights is £750.00. Both costs approved to pay this evening. It was suggested that we increase the Tennis Club rent to cover the extra water costs as a rental review was due in 2022.

Village Hall - Update - CCTV Solar Panels we have yet to find a supplier for the PV panels and our TMBC grant has now lapsed, however we can apply for a new grant as discussed above. **Boiler repairs** - The Village Hall Committee paid the £1,200 repair bill from last month, despite IPC’s approval to pay it and Cllr Willingham asked whether IPC could cover the cost of the repairs to the boiler in the Committee Room instead, costing £428, this was agreed.

Flooding – Busty & drainage mapping – Cllr Holden attended a meeting of the Kent Flood Forum to discuss the drainage mapping. He suggested that each Councillor used paper copies to map drains and then these could be added to the digital maps. The digital maps will include all drains and water courses that take surface water.

Elections – 4th May. Nomination Papers to be completed at the end of the meeting. The Clerk will deliver the papers to TMBC on Wednesday. Cllr Fielder has already delivered his paper.

Pavilion – Cllr Fielder reported that the air source heat pump had been serviced and should now run more efficiently. The lights have been changed to PIR’s and this should help to reduce electricity bills. The Clerk has contacted EDF to enquire about a charity tariff once our fixed contract ends in September.

6. FINANCE & POLICY

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

Online Transfers - Unity Trust Bank

Gel Creative - (Standing Order)	£50.00
Zen Internet - Business Full Fibre 2 (Direct Debit)	£49.20
Anthony Edwards – Work at Parish and Churchyard	£1,056.12
Castle Water – Water Rates Pavilion	£51.07
EDF – Electricity Pavilion	£206.00
JH Gardening – Grass cutting	£480.00

Cheques

Clerks Salary and Expenses	£882.22
HMRC – Clerks Tax	£33.80
Samaritans Donation (s.137 LGA – agreed at February meeting)	£100.00
John Higgins Building – Lights on footpath between pavilion and Tennis Club	£750.00
John Higgins Building – ITC Water main renewal	£1,300.00
Irwin Smith Ltd – New pump in committee room	£428.40

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



Income

Celebrating Ightham – Reimbursement Jubilee bench installation	£104.20
Allotment Rental – Armitage	£150.00
Scouts Rental	£340.00
Football Club Rental	£100.00
Tennis Club Rental	£50.00
Oldbury Annex Rental	£2,365.00
Refund JPCTCG subscription	£35.00

6.2– The Clerk reported that she had investigated opening new bank accounts due to the FSCS insurance limit of £85k per account. We have built up funds for projects including a new village hall, so we will need 2 separate accounts to deposit the money. Cllr Holden said that as we already have 2 current accounts, we are ideally looking for savings accounts with FSCS protection, ideally that also pay interest.

Both Cambridge Building Society and CAF Bank were suggested and the Clerk will look into these. The Clerk has visited Metro Bank who provide community accounts for Parishes.

It was agreed that we should open one account with Metro Bank

The Parish Clerk will be responsible for administering the account but without signing rights

All Councillors would have signing rights apart from Cllr Holden as he oversees finances and would have a conflict of interest.

All transactions would need to be signed off by any of the 2 councillors with signing rights.

6.3 Internal Audit Update – The Clerk reported that she had started the process of the internal audit and that we have just received the AGAR papers from Mazars.

7.PLANNING

7.1 Planning Applications

TM/23/00322/FL - Lower Bank, Sevenoaks Road, Seal Chart, Sevenoaks, Kent, TN15 0HB.

Single storey extension and alterations to existing bungalow incorporating a dormer window (Revision to refused application TM/22/02564/FL) “No objection”.

TM/23/00366/RD - Ightham Mote. Mote Road. Ivy Hatch. Sevenoaks. Kent. TN15 0NT. Details of conditions 2 (phasing), 3 (hard and soft landscaping), (construction management plan), 5 (surface water drainage scheme), 8 (ground excavation), 10 (external lighting), and 11 (car park management) submitted pursuant to planning permission TM/21/01278/FL (Construction of a relocated parking area in the lower section of Mount Field to the east of the Walled Garden and the existing parking area; removal of the temporary visitor reception building and the erection of a replacement visitor reception and shop building, Glasshouse and Bothy within the restored Walled Garden together with associated landscaping and drainage works).

TM/23/00367/RD - Sycamores Bates Hill, Ightham, Sevenoaks, Kent, TN15 9BG. Details of conditions 4 (car parking), 5 (levels), 6 (trees and tree protection) and 7 (ecological enhancements) submitted pursuant to planning permission TM/22/00518/FL (Demolition of existing store/shed and erection of new detached dwelling with integral garage).

TM/23/00371/TNCA – Arboret, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DD.

Pollard 1 English Oak Quercus Robur (T1) adjacent to the house. The tree is causing shading and damp on the roof and the canopy has now started to rest on the property's roof, due to the fact it's within a couple of metres of the house, bring it down by about 50% in height. “No objection”

TM/23/00474/TNCA - Glebe House, Bates Hill, Ightham, Sevenoaks, Kent TN15 9BG. Applicants ref T1 is a Picea Abies (Norway Spruce) and the intention is to fell, clear and grind the stump. “We leave to TMBC to determine but if approved should be replaced”.

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



TM/23/00490/FL - Old Stables- Sandy Lane- Ivy Hatch- Sevenoaks- Kent TN15 0PD. Installation of Velux windows to the rear and pitched dormers to the front of existing second floor to provide additional bedroom space. "No objection."

TM/23/00578/TPOC – Sycamores, Bates Hill, Ightham, Sevenoaks, Kent TN15 9BG. 1 x Oak and 1 x Sycamore (applicants ref. T1 and T2) - Crown lift to 5m above ground level removing secondary and tertiary branches and small primary branches not removing any branch of greater than 100mm diameter, (remove Ivy). T1 and T3 of Tree Preservation Order; 1 x Sycamore (applicants ref. T3) - Prune to provide 3m clearance from the house. Standing in Group G1 of Tree Preservation Order. "We leave to TMBC".

TM/23/00591/LDP -Ashwell, Mote Road, Ivy Hatch, Sevenoaks, Kent TN15 0PG. Lawful Development Certificate Proposed: Erection of domestic outbuildings, external alterations to the existing dwelling and associated hardstanding.

7.2 Planning Applications APPROVED

TM/23/00179/TPOC - 27 Nutfields. 1 x Liquidambar (Blue dot on sketch plan) and 1 x Maple (Red dot on sketch plan) - Dismantle / Fell to near ground level. Liquidambar is too close to the conservatory. Maple is on the fence line close to the drive entrance (roots already disrupting the drive edge). Standing in Woodland W1 of Tree Preservation Order.

TM/23/00217/TNCA - Blenheim Cottage, Trycewell Lane. H1- mixed hedge mainly consisting of holly and hawthorn. -trim all sides and reduce height down to 10ft. H2- conifer hedge trim top and sides. T1- conifer reduce height down to 10ft and trim sides. T2- hazel to reduce to previous points (around 6FT). T3- Hazel to reduce to previous points (around 6FT). T4- Goat willow fell to ground level. T5- Hazel fell to ground level.

TM/23/00335/TNCA - Glebe Cottage, Oldbury Lane. To re pollard to below the old growth points, about 6 metres one stem on a mature sweet chestnut that has previously been done after it looks like it was hit by lightning before. The re growth is heavily leaning over the garage roof. there was one limb that snapped out in the autumn and there's sign of fungus fruiting bodies on the stem (although unidentified).

TM/23/00358/NMA – Washington, Redwell Lane. Non-Material Amendment to planning permission TM/21/03254/FL: to omit the ground floor, eastern gable elevation windows and kitchen window to the rear part of the house; omission of the ground floor, rear elevation utility window; and the simplifying and reduction of the rear, ground and first floor feature windows.

TM/22/00093/LB - Ightham Mote. Internal alterations to rooms 117 and 119.

TM/23/00033/RD - Land East of Fairways, Back Lane. Details of Condition 5 (surface water drainage and run off) submitted pursuant to planning permission TM/22/02272/FL (Erection of a stable block and sand school for private use (Revision to TM/22/01313/FL)

TM/23/00031/TNCA - George and Dragon, The Street. T1- Ash tee, to be felled. T2- Ash tree, to be felled.

7.3 Planning Applications REFUSED

TM/22/02581/TPOC – Sycamores, Bates Hill. T1 (applicants ref.) T1 of Tree Preservation Order - Oak in rear garden - remove ivy and lift canopy to 6m from 4m. T2 (applicants ref.) T3 of Tree Preservation Order - Sycamore in rear garden - remove ivy and lift canopy to 6m from 4m. T3 (applicants ref.) Standing in Group G1 of Tree Preservation Order - Sycamore in rear garden - remove one stem/limb (as indicated in annotated photo attached to applicants e-mail dated 20th December 2022) whose canopy is touching the house.

TM/23/00214/LDP - Little Oldbury, Spring Lane. Lawful Development Certificate Proposed: Erection of detached garage and 3no. storage sheds including associated parking, driveway, and landscaping alterations.

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



TM/23/00339/NMA – Friston, Borough Green Road, Non Material Amendment to planning permission TM/22/02060/FL to change the house roof from tiles to artificial slate, change the side and rear elevations at first floor first floor level from tile hung to cladding, tile hang the entire front first floor using reclaimed tiles removing render finish, change the render to reclaimed bricks on ground floor level and change the garage roof from tiles to artificial slate.

TM/22/02675/FL - Stone Acre, Copt Hall Road. Demolition of existing garage and erection of a replacement garage.

TM/22/02804/FL - The Groom, Chart Farm. Demolition of existing dwelling and erection of replacement dwelling with associated parking.

8. CORRESPONDENCE – (* circulated in advance)

TMBC - Voter ID is being introduced at the Local elections in May

TMBC - New email newsletter sign up: <https://www.tmbc.gov.uk/council/newsletter>

TMBC - Council welcomes more public say in planning decisions*

<https://www.tmbc.gov.uk/news/article/92/council-welcomes-more-public-say-in-planning-decisions>

TMBC- Parish Infrastructure Statement for completion 16th June 2023

KALC News March *

KALC Becoming a Councillor – Information*

KALC - Coronation information events on the Coronation weekend from 6th May – 8th May*

KALC - Office of Environmental Protection (OEP) call for evidence on protected sites: 21 April - *Clerk to circulate*

KALC T&M Area meeting – Thursday 30th March via Zoom at 7.30pm

KCC - Public consultation on Community Services: 26 March 2023*

KCC - revised eligibility criteria Professional Referral Energy Voucher Scheme - Household Support Fund – Deadline 31 March 2023

KCC Home to School and Post-16 Transport for Mainstream and SEND Pupils – Deadline 21 March*

Kent Police & Crime Commissioner Newsletter - Victim Voice Special Edition

Kent Dementia Showcase event on the 19th May 2023 at Kent Showground, Detling – Free Event.

The Coronation Champions Awards – Deadline Sunday 2nd April 2023 - *Clerk to circulate*

Sevenoaks Climate Fair – 29th April 10.30-4pm , The Vine Gardens - *Clerk to circulate*

9. AOB

Cllr Mitchem asked whether the PC are planning anything for the Coronation weekend such as putting up flags? It was suggested that we should bring ideas to the April meeting. It was noted that we were supporting the PSA event.

Cllr Mitchem said that the salt box at the Village Hall needed a lid as the salt had become solid due to the rain and it was suggested that we ordered a green covered salt bin.

Cllr Mitchem has been approached by the PSA about having a bonfire on 5th November. Cllr Mitchem and Cllr Fielder will look at suitable placed on the rec.

Cllr Willingham said that he would talk to a local contractor about fitting the changing table in the disabled toilets in the village hall.

The Clerk suggested that we should have the Annual Parish meeting in September, this was agreed.

10. Date of next meeting – Tuesday 18th April 2023 – Ightham Village Hall at 7.30pm.

PLEASE NOTE: Parish Elections will be held on Thursday 4th May and the first meeting of the new Council will be on Tuesday 16th May. Outgoing councillors officially retire from their appointment at 00:01 on Wednesday 10th May.

The meeting went into Part 2 and closed at 10.15pm.

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