

**MEETING OF THE PARISH COUNCIL TO BE HELD
ON TUESDAY 21 JANUARY IGHTHAM VILLAGE HALL AT 7.30pm**

AGENDA

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATION OF INTERESTS**
- 3. MINUTES - Approval of the Minutes of the Meeting held on 17 December 2019**
- 4. UPDATE FROM BOROUGH COUNCILLOR, COUNTY COUNCILLOR, PCSO**
- 5. PUBLIC** *A maximum of 15 Minutes will be allocated for Members of the Public to make representations in respect of business on the agenda. The Chairman shall determine when during the meeting the Public can speak. No person shall speak for more than 3 minutes unless the Chairman agrees. This is in accordance with Ightham Parish Council Standing Orders, September 2018.*

6. PLANNING

6.1 Planning Applications

TM/19/02842/FL - The construction of a relocated Car Park in the lower section of the field to the east of the Walled Garden and the existing parking area; the restoration of the North Drive, the removal of the temporary Visitor Reception building, the reinstatement of the Walled Garden and the erection of a replacement Visitor Reception and Shop, Glasshouse and Bothy within the restored Walled Garden together with associated landscaping and drainage works - Ightham Mote, Mote Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NT.

TM/19/02903/RD - Woodford Old Lane, Ightham, Sevenoaks, Kent TN15 9AH. Details of condition 4 (foul and surface water drainage) and 8 (position of touring caravans) submitted pursuant to planning permission. TM/18/01240/FL (Section 73 application for the variation of conditions 1 (time limited and personal condition), 2 (restore site when temporary consent expires) and 4 (number of caravans) pursuant to planning permission TM/11/01444/FL (Variation of conditions 1 and 2 on TM/07/01238/FL: Change of use for stationing of two caravans for residential use, fencing and sheds for occupation by a single gypsy family).

TM/19/02944/FL - Leys Cottage, Back Lane, Ightham, Sevenoaks, Kent, TN15 9AU. Erection of conservatory; replacement dining room window with double doors. "No objection."

TM/19/02953/FL - Stone Acre, Copt Hall Road, Ightham, Sevenoaks, Kent, TN15 9DT. Demolition of dwelling and garage and erection of dwelling. . "No objection, we leave to TMBC to determine due to its history."

TM/19/03022/FL - Warren Farm House, Tonbridge Road, Ightham, Sevenoaks, Kent, TN15 9AP. Single storey side extension. "No objection."

TM/19/02993/FL – The Old Cottage, Common Road. Repairs and alterations to grade 2 listed building. "No objection."

6.2 Planning Decisions Approved

19/02667/TPOC - Various works to trees at Oldbury Hatch - Oldbury Hatch, Oldbury Lane. 19/02707/TNCA - T28 (Tag 56) Cherry twin stem to fell the canker infected stem - Ightham County Primary School, Oldbury Lane. |

19/02678/FL - Convert half of the double garage into living space - 14 Fen Meadow.

Withdrawn

19/02433/FL - Erection of single storey rear extension with access to rear terrace area and amendments to existing rear fenestrations - 7 Walker Place.

19/01574/FL - Retention of new agricultural/nursery dwelling and associated works. Revision to scheme approved under TM/13/01382/FL - Crown Point Nursery, Sevenoaks Road.

6.3 LOCAL PLAN – Borough Green Gardens Update - New Consultation

6.4 LEGAL OPINION – Judicial Review

7. MATTERS ARISING

Highways & PROW Matters

Village Traffic Matters – Les Henry Associates - Update. Leathercote Corner – Update

Scout Pavilion – Update

Ightham Football Club – Update – pitch levelling

Tennis Club – Update

Ightham Cricket Club – Update

Busty Stream/ Flooding – Update - Flood Action Group - Emergency Plan

Recreation Ground – Wet pour repairs - New signage

Bus Stop Back Lane – Update

Village Hall – Refurbishment and car park access – recycling area

Crime Report/Neighbourhood Watch

Climate Change – Farm Waste

Old Scout Hut – Plans

Allotments behind Common Road – Renewal of agreements

8. FINANCE & POLICY

Bank Mandate – Update

Precept 2020/21- Due 17 January 2020 - **Agreement of budget**

Data Protection and Website Accessibility – New email addresses

The following accounts are submitted for payment:

A Willingham – repair to gutter and tiling at village hall (paid)	£1,074.00
Parish Clerk Salary & Expenses January	£683.90
HMRC – Employer Tax December (<i>nil to pay as credit on account</i>)	£4.60
E-on – Unmetered supply recreation ground electricity	£56.42
Gel Creative - December (OLT)	£50.00
JH Estate & Gardening Services – Grass cutting December	£tbc
Anthony Edwards – Churchyard & Parish Council Maintenance December	£945.64
Zen Internet - Business Full Fibre 2 (OLT)	£46.20
Ightham Village Hall - Hire facilities	£240.00
Legal Fees – legal opinion for judicial review (inc VAT)	£6,060.00
Keemlaw – Repair to dishwasher in village hall	£117.60
Clerk & Councils Direct – Subscription	£12.00
Repairs to roundabout	£310.00

Income

Allotment Rental £50.00

Scout Pavilion Rental £340.00

Donation legal Fees £50.00

Deposit Account: £185,091.09 Current Account: £tbc Unity Account:tbc

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

KALC News - December 2019

KALC Community Awards Scheme 2020

KCC – Consultation Strategic Statement – Five Year Plan

Signed: *SR Hüseyin*

**MEETING OF THE PARISH COUNCIL TO BE HELD
ON TUESDAY 18 FEBRUARY IGHTHAM VILLAGE HALL AT 7.30pm**

AGENDA

- 1. APOLOGIES FOR ABSENCE** - Cllr Hall, Cllr Holden, Cllr Hogarth, Cllr Mitchem, Cllr Burgham
- 2. DECLARATION OF INTERESTS**
- 3. MINUTES** - Approval of the Minutes of the Meeting held on 21 January 2020
- 4. UPDATE FROM BOROUGH COUNCILLOR, COUNTY COUNCILLOR, PCSO**
- 5. PUBLIC** *A maximum of 15 Minutes will be allocated for Members of the Public to make representations in respect of business on the agenda. The Chairman shall determine when during the meeting the Public can speak. No person shall speak for more than 3 minutes unless the Chairman agrees. This is in accordance with Ightham Parish Council Standing Orders, September 2018.*

6. PLANNING

6.1 Planning Applications

TM/19/02433/FL - Erection of single storey rear extension with access to rear terrace area and amendments to existing rear fenestrations - 7 Walker Place.

TM/20/00175/FL - Erection of single storey lightweight glazed structure – Fir Tree House, Ismays Road.

TM/20/00204/TPOC – Beech tree 2-3 meter reduction, crown clean and cable brace inspection – Ramblers, Sandy Lane.

TM/20/00212/TPOC – T1 Beech tree to fell - Oldbury House, Oldbury Lane.

6.2 Planning Decisions Approved

TM/19/03022/FL - Single storey side extension - Warren Farm House, Tonbridge Road, Ightham Sevenoaks, Kent, TN15 9AP.

TM/19/02994/LB - Repairs and alterations to a grade II listed building - The Old Cottage, Common Road, Ightham, Sevenoaks, Kent, TN15 9EB.

TM/19/02953/FL - Demolition of dwelling and garage and erection of dwelling - Stone Acre, Copt Hall Road, Ightham, Sevenoaks, Kent, TN15 9DT.

TM/19/02776/RD - Details of condition 2 (materials) pursuant to planning permission TM/17/01170/FL (Construction of a traditional oak framed detached garage with new vehicular access and driveway with some minor engineering/excavation works to facilitate the proposal) - Styants Farmhouse, Styants Bottom Road, Seal Chart, Sevenoaks, Kent TN15 0ET.

6.3 LOCAL PLAN – Borough Green Gardens Update - Dates for Hearing 19-21 May 2020.

6.4 LEGAL OPINION – Judicial Review - Agreement on Fees and becoming a client

7. MATTERS ARISING

Highways & PROW Matters

Village Traffic Matters - Les Henry Associates - Update. Leathercote Corner – Parking and Cairn

Scout Pavilion – Update - Electricity, Installation of room stats

Old Lane - Clearance

Ightham Football Club – Update – Pitch levelling, Grant Funding

Tennis Club - Update

Ightham Cricket Club – Update

Busty Stream/ Flooding – Update - Flood Action Group - Emergency Plan - Table exercise, flood sacks, spare keys

Recreation Ground –Wet pour repairs - New signage - Ightham PSA Summer Fair 11th July 2020

Bus Stop Back Lane - Update

Village Hall - Refurbishment and car park access – New blinds - Cardboard recycling area

Crime Report/Neighbourhood Watch

Climate Change - Farm Waste

Old Scout Hut – Plans

Allotments behind Common Road – Renewal of agreements. Removal of shed at the paddock.

Memorial Stone installation – 24th April 2020

Annual Parish Meeting Date – 30th April

8. FINANCE & POLICY

Bank Mandate – Update

Data Protection and Website Accessibility – New email addresses

The following accounts are submitted for payment:

Parish Clerk Salary & Expenses February	£664.10
HMRC – Employer Tax December (<i>nil to pay as credit on account</i>)	£4.60
Gel Creative - February (OLT)	£50.00
JH Estate & Gardening Services – Grass cutting	£tbc
Anthony Edwards – Churchyard & Parish Council	£tbc
Zen Internet - Business Full Fibre 2 (OLT)	£46.20
Counselling Centre – Donation	£100.00
Wrotham Parish Council – Professional Fees Local Plan	£2,069.82
EDF – Electricity Scout Hut	£1,157.43
Charles Russell Speechlys (Paid) Legal Fees	£4,954.00
Ansvar – Village Hall Insurance Policy	£2,585.36
Yellow Duck – New signage at Recreation Ground	£444.00

Deposit Account: £185,122.53 Current Accounts: Awaiting statements

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

KALC News January 2020

Lord Lieutenant of Kent’s Civic Service 2020 being held at Canterbury Cathedral on Tuesday 17th March 2020.

KALC – Planning Events - S106 Agreements and the Community Levy – Tuesday 3rd March 2020

Annual Planning Conference – Friday 13th March 2020

Keep Britain Tidy – Spring Clean 2020 20th March – 30th April

A Rural/Market Towns Group of the Rural Services Network- Membership

Signed: *SR Hüseyin*

3/20

**MEETING OF THE PARISH COUNCIL TO BE HELD
ON TUESDAY 17 MARCH AT IGHTHAM VILLAGE HALL AT 7.30pm**

AGENDA

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATION OF INTERESTS**
- 3. MINUTES** - Approval of the Minutes of the Meeting held on 18 February 2020
- 4. UPDATE FROM BOROUGH COUNCILLOR, COUNTY COUNCILLOR, PCSO**
- 5. PUBLIC** *A maximum of 15 Minutes will be allocated for Members of the Public to make representations in respect of business on the agenda. The Chairman shall determine when during the meeting the Public can speak. No person shall speak for more than 3 minutes unless the Chairman agrees. This is in accordance with Ightham Parish Council Standing Orders, September 2018.*

6. PLANNING

6.1 Planning Applications

TM/20/00356/FL - High Clere, Bates Hill, Ightham, Sevenoaks, Kent, TN15 9HB. Two single storey side extensions. "No objection providing Liz Guthrie is content."

TM/20/00437/LRD - The Old Cottage, Common Road, Ightham, Sevenoaks, Kent, TN15 9EB. Details of condition 2 (structural engineers report) pursuant to Listed Building planning permission TM/19/02994/LB (Repairs and alterations to a grade II listed building).

TM/20/00438/LDE - The Playroom, Oldbury Farm House, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DE. Lawful Development Certificate for Existing Use: Part of the house has been made into a flat.

TM/20/00293/FL - Replace existing boundary fence with 1.83m closeboard fence - Fir Cottage Ismays Road.

TM/20/00284/FL - First floor side extension and single storey front and rear extensions – Dimber. Mote Road.

TM/20/00076/FL - Change of use of land to the west of the Mansion and to the south of the Mote Cottages car park from paddock land to use by the estate gardeners with the construction of glasshouses, hardstanding area and vehicular access drive on the land to provide replacement facilities following the removal and relocation of the existing Gardeners' Compound. Full planning permission for the use of the existing Gardeners' Compound as a picnic lawn - Ightham Mote.

6.2 Planning Decisions

Chapel Farm TM/16/00835/FC – Update on replanting

Approved

TM/20/00343/TNCA - H1 row of 15-20 Beech trees to reduce by 3-4m; T1, T2, T3, T4, T8, T9, T10, T12, T13 and T15 Leydani Cypress to fell; T5 Scots Pine to reduce and thin; T6 Willow to fell; T7 possible Sycamore to fell; and T14 Oak to reduce by approx. 25% - Glebe House, Bates Hill.

TM/20/00321/TNCA - T1 Lime to remove deadwood and thin by 10%; T2 Cherry to crown lift lower branches; T3 and T4 Cherry trees to fell; T5 Yew to crown lift lower branches to clear phone line, remove 1st limb on the right hand side extending towards the house and overhanging the phone line; and T6 Willow to remove lower limb overhanging driveway. Remove leaning Willow and dying Apple tree close to bridle route - The Cottage, Redwell Lane.

TM/20/00221/TPOC - T1 Sycamore - remove dead Ivy from canopy, lift lower canopy over adjacent outbuilding, remove deadwood throughout canopy. Undertake aerial inspection and report. T2 Sycamore - fell small naturally regenerated ivy clad dead/dying stem adjacent property boundary and

T3 Sycamore - fell small naturally regenerated Ivy clad dead/dying stem adjacent property boundary - Glebe Land, Rectory Lane.

TM/20/00212/TPOC - Beech tree - Remove upright limb beside lane and reduce nodule on side to enable passage of lorries - Oldbury House, Oldbury Lane.

TM/20/00204/TPOC - Beech Tree - 2-3 metre reduction, crown clean and cable brace inspection – Ramblers, Sandy Lane.

TM/20/00136/AT - Two sets of individual goldleaf letters; 2 x Signwriting to walls; 1 x Menu case; 1 x Hanging sign - George And Dragon, The Street.

TM/20/00051/FL - Erection of single storey rear extension, approximately 3m x 4m - 7 Walker Place.

6.3 LOCAL PLAN – Borough Green Gardens Update - Dates and arrangements for Hearing 19-21 May 2020.

6.4 LEGAL OPINION – Judicial Review - Update

7. MATTERS ARISING

Highways & PROW Matters

Village Traffic Matters - Les Henry Associates - Update. Leathercote Corner

Flooding Common Road - Update

Scout Pavilion – Update - External Lights

Ightham Football Club – Update - Will apply for funding late 2020

Tennis Club - Update

Ightham Cricket Club – Update

Busty Stream/ Flooding –Flood Action Group - Flood Sax order. Emergency Plan – Finalise. Riparian Owners letters

Recreation Ground –Wet pour repairs – Awaiting date. New signage - Beech hedges

Ightham Fayre - PSA Events – Request for portaloos etc

Bus Stop Back Lane - Update

Village Hall - Refurbishment - New blinds - Car park access –Clearing verges - Cardboard recycling area

Crime Report/Neighbourhood Watch

Climate Change - Farm Waste

Old Scout Hut – Refurbishment

Allotments behind Common Road – Renewal of agreements.

Memorial Stone installation – 10am on 24th April 2020

Food Fest - Licensing 6-7 May 2020

Litter Pick – 25th April 2020.

8. FINANCE & POLICY

Bank Mandate – Update

Internal Auditor – Quote £400

Data Protection and Website Accessibility – New email addresses

Risk Assessment

Emergency Report

The following accounts are submitted for payment:

Parish Clerk Salary & Expenses March	£750.05
HMRC – Employer Tax December (<i>nil to pay as credit on account</i>)	£4.60
Gel Creative - March (OLT)	£50.00
JH Estate & Gardening Services – Grass cutting	£tbc
Anthony Edwards – Churchyard & Parish Council	£556.42
Zen Internet - Business Full Fibre 2 (OLT)	£46.20
TreeAbility – Removal of Chestnut at Recreation Ground	£960.00
First for Clearance - Mrs Rugg-Gunn – Removal of shed reimbursement (PAID)	£1,850.00

A Willingham – Repairs to Ightham Signpost (PAID)	£1,284.00
Yellow Duck – New signage at Village Hall	£138.00
AD Landscapes – Scout Pavilion	£1,100.00
Ground work – Replanting of Beech hedging – R Fielder	£100.00

Deposit Account: £170,150.93 Current Accounts: Awaiting statements

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

Request to use recreation ground for a Sevenoaks Flyball Team for 2 hours on a Sunday (4 dogs)

Ightham PSA Summer Fayre - Request for portaloos etc

KALC & KCC - Corona Virus Information – Contingency Plans

Kent County Council - Consultation on proposal to increase the designated number of places from 465 to 580 at Five Acre Wood School, Maidstone from September 2020. The consultation will take place from Tuesday 3rd March 2020 to Tuesday 31st March 2020

KALC News – February 2020

Clerks and Councils Direct

TMBC Draft Climate Change Strategy and Draft Action Plan In July 2019 the Council set out an “aspiration for Tonbridge and Malling to be carbon neutral by 2030”. A draft climate change strategy and year one action plan has now been prepared to support this ambition. These drafts are now available for public consultation: <https://www.tmbc.gov.uk/services/council-and-democracy/consultations/climate-change> . Comments relating to the strategy and action plan to be sent to climate.change@tmbc.gov.uk up until 1 May 2020.

Sevenoaks District Council Local Plan: Final Report

Signed: *SR Hüseyin*

4/20

**MEETING OF THE PARISH COUNCIL TO BE HELD
REMOTELY VIA ZOOM ON TUESDAY 21 APRIL AT 7.30pm**

AGENDA

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATION OF INTERESTS**
- 3. MINUTES** - Approval of the Minutes of the Meeting held on 17 March 2020
- 4. UPDATE FROM BOROUGH COUNCILLOR, COUNTY COUNCILLOR, PCSO**
- 5. PUBLIC** *During this time, if members of the public wish to raise a query with the Parish Council, please email the Clerk: ighthamclerk@gmail.com*
- 6. PLANNING**

6.1 Planning Applications

TM/20/00619/LDP - 1 Elim Cottages, Busty Lane, Ightham, Sevenoaks, Kent, TN15 9HP.
Lawful Development Certificate for a garden room. (Information Only)

6.2 Planning Decisions

Approved

TM/20/00356/FL - Two single storey side extensions - High Clere, Bates Hill.

TM/20/00437/LRD - Details of condition 2 (structural engineers report) pursuant to Listed Building planning permission TM/19/02994/LB (Repairs and alterations to a grade II listed building) - The Old Cottage, Common Road.

TM/20/00549/TNCA - Sycamore - pollard the tree to approx 4-5 above the bifurcation to begin the cyclic pruning process for easy maintenance - Ightham Warren, Tonbridge Road.

TM/20/00076/FL - Change of use of land to the west of the Mansion and to the south of the Mote Cottages car park from paddock land to use by the estate gardeners with the construction of glasshouses, hardstanding area and vehicular access drive on the land to provide replacement facilities following the removal and relocation of the existing Gardeners' Compound. Full planning permission for the use of the existing Gardeners' Compound as a picnic lawn - Ightham Mote.

TM/20/00293/FL - Replace existing boundary fence with 1.83m closeboard fence - Fir Cottage, Ismays Road.

Refused

TM/20/00284/FL - First floor side extension and single storey front and rear extensions – Dimber, Mote Road.

6.3 LOCAL PLAN – Borough Green Gardens Update - The Hearing scheduled for 19-21 May 2020 has now been postponed during COVID-19.

6.4 LEGAL OPINION – Judicial Review - Agreement on fee invoice

7. MATTERS ARISING

Highways & PROW Matters

Village Traffic Matters - Update. **Leathercote Corner. Reports of speeding in the village**

Flooding Common Road – Now fixed

Scout Pavilion – Update - **External lights & path lights**

Old Scout Hut – Refurbishment

Ightham Football Club – Update - Will apply for funding late 2020

Tennis Club - Update

Ightham Cricket Club – Update

Busty Stream/ Flooding – Flood Action Group - Flood Sax order. Emergency Plan – Clerk is finalising

Recreation Ground –Wet pour repairs – Work started but has been suspended during COVID-19. Play park is now closed. New signage - will be installed after lockdown.

Bus Stop Back Lane – Nothing to report.

Village Hall - Refurbishment - Cardboard recycling area - Defer.

Crime Report/Neighbourhood Watch - Various scams - report in Parish Magazine

Climate Change - Farm Waste

Allotments behind Common Road – Renewal of agreements – with Warners.

Memorial Stone installation – Postponed

Food Fest - Licensing hearing 6-7 May 2020 – Postponed?

8. FINANCE & POLICY

Audit – Paperwork from PKF has been delayed and deadlines extended – Clerk to send paperwork to Internal Auditor

Data Protection and Website Accessibility – New email addresses

Risk Assessment & Emergency Report - Clerk to update

The following accounts are submitted for payment:

Parish Clerk Salary & Expenses March	£713.01
HMRC – Employer Tax December (<i>nil to pay as credit on account</i>)	£4.60
American Express – Replacement laptop and software (inc VAT)	£689.94
JH Estate & Gardening Services – Grass cutting	£792.00
Anthony Edwards – Churchyard & Parish Council	£859.53
E-on – Unmetered supply recreation ground	£55.81
Castle Water – Water bill scout pavilion	£27.42
Ightham Village Hall – Hire fees	£240.00
KALC – Annual Subscription	£969.79
BHIB – Insurance renewal	£2,062.66
Charles Russell Speechlys	£5,764.80
Gel Creative - April (OLT)	£50.00
Zen Internet - Business Full Fibre 2 April (OLT)	£46.20

Deposit Account: £120,177.53 Current Accounts: Awaiting statements

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

TMBC Draft Climate Change Strategy and Draft Action Plan In July 2019 the Council set out an “aspiration for Tonbridge and Malling to be carbon neutral by 2030”. A draft climate change strategy and year one action plan has now been prepared to support this ambition. These drafts are now available for public consultation: <https://www.tmbc.gov.uk/services/council-and-democracy/consultations/climate-change> . Comments relating to the strategy and action plan to be sent to climate.change@tmbc.gov.uk up until 1 May 2020.

NALC - CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCILS

TMBC - Covid 19 Update on Funding Available to Local Organisations. To access the list of funds available please go to: <https://www.grantsonline.org.uk/coronavirus.html>

NHW – Notification on various scams

Signed: *SR Hüseyin*



4/20

**MEETING OF THE PARISH COUNCIL TO BE HELD
REMOTELY VIA ZOOM ON TUESDAY 19 MAY AT 7.30pm**

AGENDA

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATION OF INTERESTS**
- 3. MINUTES** - Approval of the Minutes of the Meeting held on 21 April 2020
- 4. UPDATE FROM BOROUGH COUNCILLOR, COUNTY COUNCILLOR, PCSO**
- 5. PUBLIC** *During this time, if members of the public wish to raise a query with the Parish Council, please email the Clerk: ighthamclerk@gmail.com*

6. PLANNING

6.1 Planning Applications

TM/20/00788/TNCA - 3 Oldbury Close, Ightham, Sevenoaks, Kent, TN15 9DJ.

Bay leaf tree to front of property reduce by 50%. "No objection."

TM/20/00690/FL - Bramble Down House, Ismays Road, Ivy Hatch, Sevenoaks, Kent, TN15 0PA.

Demolition of existing detached garage and construction of new detached garage and associated driveway, removal of existing front porch and construction of new utility room and extension of entrance hall with porch. "No objection, we would like to see the garage scaled back"

TM/20/00853/FL - Dalkeith Sandy Lane, Ivy Hatch, Sevenoaks, Kent, TN15 0PB.

Rear single storey extensions, replaced and extended porch, new dormer window, new rooflights to rear and one to front, removal of tile hanging and replacement with render, timber cladding to first floor rear elevation, minor landscaping works including nominal raise of patio level, Pergola frames (not attached to building), sunken external seating area and detached outbuilding. "No objection but we wouldn't expect to see any further development of this property."

TM/20/00866/FL - Mulberry Hill, Rectory Lane, Ightham, Sevenoaks, Kent, TN15 9AJ. Internal alterations, single storey extension and works to the existing boot room to the south west corner. Alterations to the existing driveway and introduction of new terraced landscaping.

6.2 Planning Decisions -

Approved

Kent Minerals and Waste Local Plan 2013-30 - Plan deemed compliant and sound – proposed sites: Extension to Stonecastle Farm Quarry, Hadlow, Land at Moat Farm, Five Oak Green, Chapel Farm (West), Lenham.

TM/20/00573/RD - Longcroft Lodge, Oldbury Lane - Details of condition 2 (materials) pursuant to planning permission TM/18/00668/FL (Demolition of existing bungalow, garage, stables, greenhouse and out buildings and the erection of 2 no. four bedroom houses and detached garages)

TM/20/00517/RD - Cricketts Farm, Borough Green Road - Details of condition 6 (mechanical air extraction/ventilation system) submitted pursuant to planning permission TM/16/00933/FL (Conversion and extension to Barn 6 to part use as self-contained restaurant/cafe (A3) and part office (B1); erection of Barn 3 abutting Barn 2 as part additional self-contained Gym (D2) and part office (B1); New sub-station, and bin store to rear of Barn 4 (amendment to planning TM/14/00182/FL).

TM/20/00553/FL - Old Stables, Sandy Lane - Installation of Velux windows to the rear and pitched dormers to the front of existing second floor to provide 2 additional bedrooms.



6.3 LOCAL PLAN – Borough Green Gardens Update - Update – Remote Hearings

6.4 LEGAL OPINION – Judicial Review - Update. Court hearing date scheduled for June 9th & 10th

7. MATTERS ARISING

Highways & PROW Matters - Reallocation of road space (*to enable cycling and walking and enable social distancing*)

Village Traffic Matters – Update - Leathercote Corner

Scout Pavilion – Update

Old Scout Hut – Refurbishment. COVID Grant £10k applied for

Ightham Football Club – Update

Tennis Club - Update

Ightham Cricket Club – Update - New Treasurer – Request for funding

Busty Stream/ Flooding – Emergency Plan – Clerk is finalising- Riparian Management Seminar

Recreation Ground –Wet pour repairs – Play park closed - New signage

Bus Stop Back Lane – Nothing to report.

Village Hall - Refurbishment - Cardboard recycling area - Business Rates Grant.

Skips - Rental Break and water rates

Crime Report/Neighbourhood Watch - Update

Climate Change - Farm Waste

Allotments behind Common Road – Renewal of agreements

Memorial Stone installation – Postponed

Ightham Club – Tree work and redecoration – donation

Ightham School – Ofsted Report/ banner

Ightham Volunteers – Update

Shipbourne Farmers Market - Grant funding and donation.

8. FINANCE & POLICY

Audit – Deadline extended to 31 July – Internal Audit

Data Protection and Website Accessibility – New email addresses

Risk Assessment & Updated Asset Register - Approval

The following accounts are submitted for payment:

Parish Clerk Salary & Expenses April OLT	£682.76
JH Estate & Gardening Services – Grass cutting	£864.00
Rialtas – Software Update for Accounting Package	£30.00
Paulette Furse – Internal Audit – Transfer of payroll from Mac to Windows (OLT)	£50.00
Gel Creative - May (OLT)	£50.00
Zen Internet - Business Full Fibre 2 May (OLT)	£46.20
GA Willingham & Sons – Repairs to stone cairn (OLT)	£1,478.00
EDF – Electricity Scout Pavilion	£741.69
ME Esdale – Software Farmers Market	£500.00
<i>SJ Relfe Plastering – Plastering Old Scout Hut (OLT – Paid)</i>	<i>£1,000.00</i>
<i>Charles Russell Speechlys (approved at April meeting – now paid)</i>	<i>£5,764.80</i>

Deposit Account: £212,729.75 Current Accounts: £3,447.29 includes unrepresented Cheques

Unity Trust Bank £30,867.50



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

TMBC - list of funds: <https://www.grantsonline.org.uk/coronavirus.html>

KALC NEWS APRIL 2020

Rural Crime report and Rural Matters publication from the Kent Police Rural Task Force

KCC media release on Free, safe and anonymous online support for young people in Kent

Kent's Household Waste & Recycling Centres to reopen – 15 May 2020 (by appointment only)

Tom Tugendhat - M25 Junction 5, slip roads update – Not included in RIS 2 Strategy

SimRush Help for Key Workers who need improved broadband

Signed: *SR Hüseyin*



5/20

**MEETING OF THE PARISH COUNCIL TO BE HELD
REMOTELY VIA ZOOM ON TUESDAY 16 JUNE AT 7.30pm**

AGENDA

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATION OF INTERESTS**
- 3. MINUTES** - Approval of the Minutes of the Meeting held on 19 May 2020
- 4. UPDATE FROM BOROUGH COUNCILLOR, COUNTY COUNCILLOR, PCSO**
- 5. PUBLIC** *During this time, if members of the public wish to raise a query with the Parish Council, please email the Clerk: ighthamclerk@gmail.com*

6. PLANNING

6.1 Planning Applications

TM/20/01028/FL - Spicklewood Coach Road, Ivy Hatch, Sevenoaks, Kent, TN15 0HD. Demolition of existing garage and outbuildings. Construction of new garage block with ancillary accommodation and alterations to existing house. "No objection."

TM/20/01029/FL - 1 Elim Cottages, Busty Lane, Ightham, Sevenoaks, Kent TN15 9HP. Garden room/summer house erected in rear garden. PC

TM/20/01071/FL - Yew Tree Cottage, Redwell Lane, Ightham, Sevenoaks, Kent, TN15 9EH. Extension of existing stable block to accommodate garden and pasture management equipment. "No objection."

TM/20/01031/FL - Stone Acre, Copt Hall Road, Ightham, Sevenoaks, Kent, TN15 9DT. Demolition of dwelling and garage. Erection of dwelling. "No objection."

6.2 Planning Decisions -

Approved

20/00788/TNCA - Bay leaf tree to front of property reduce by 50% . 3 Oldbury Close. Ightham.

20/00690/FL - Demolition of existing detached garage and construction of new detached garage and associated driveway, removal of existing front porch and construction of new utility room and extension of entrance hall with porch. Bramble Down House, Ismays Road, Ivy Hatch.

Refused

TM/19/02842/FL & 19/02843/LB Construction of a relocated car park in the lower section of the field to the east of the Walled Garden and the existing parking area; the restoration of the North Drive, the removal of the temporary Visitor Reception building, the reinstatement of the Walled Garden and the erection of a replacement Visitor Reception and Shop, Glasshouse and Bothy within the restored Walled Garden together with associated landscaping and drainage works.

6.3 LOCAL PLAN – Borough Green Gardens Update - Update – Remote Hearings

6.4 LEGAL OPINION – Judicial Review - Update.

7. MATTERS ARISING

Highways & PROW Matters



Village Traffic Matters – Update - Leathercote Corner
Scout Pavilion – Update - Football Club – Defibrillator – Summary of VAT issues
Old Scout Hut – Refurbishment- Lease.
Ightham Football Club – Grant - New season – Container, request for pitch brushes. Hire fees.
Tennis Club - Update
Ightham Cricket Club – Update - Request for funding
Busty Stream/ Flooding – Emergency Plan
Recreation Ground –Wet pour repairs – Play park closure – Dogs – Litter – Exercise Class – Mobile Catering request – Gates
Village Hall - Refurbishment - Cardboard recycling area - Access and clearing vegetation
Crime Report/Neighbourhood Watch - Update
Climate Change - Farm Waste
Allotments behind Common Road – Renewal of agreements
Ightham Club – Tree work and redecoration – donation
Ightham Volunteers – Update

8. FINANCE & POLICY

- i. Internal Audit – Approval of Annual Governance Statement
- ii. Internal Audit - Approval of Accounting Statements
- iii. Data Protection and Website Accessibility – New email addresses
- iv. The Pensions Regulator - Redecoration of Compliance

The following accounts are submitted for payment:

Parish Clerk Salary & Expenses May OLT	£673.98
JH Estate & Gardening Services – Grass cutting	£1,032.00
Rialtas – Software License	£148.80
Paulette Furse – Internal Audit –	£400.00
Gel Creative -June (OLT)	£50.00
Zen Internet - Business Full Fibre 2 June (OLT)	£46.20
On Call Carpets	£2,250.00
Anthony Edwards – Maintenance to Churchyard	£591.96
Anthony Edwards – Maintenance to Parish Council	£384.09
RedLynch – Repairs to wetpour	£9,940.80
SKIPS – Reimbursement water and rental	£tbc
James Reid – Reimbursement padlocks	£43.19
EDF – Electricity at Old Scout Hut	£190.50

Deposit Account: £162,759.44 Current Accounts: £45,651.25 Unity Trust Bank £tbc

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

TMBC - list of funds: <https://www.grantsonline.org.uk/coronavirus.html>

KALC NEWS MAY 2020

TMBC – Update from Nicholas Heslop

South East Water request: The importance of saving water

Update from Tom Tugendhat – Cycle paths.

Part 2 - Exclusion of the Public and Press pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960

Signed: *SR Hüseyin*



7/20

**MEETING OF THE PARISH COUNCIL TO BE HELD
REMOTELY VIA ZOOM ON TUESDAY 21 JULY AT 7.30pm**

AGENDA

- 1. APOLOGIES FOR ABSENCE** - Cllr Hogarth
- 2. DECLARATION OF INTERESTS**
- 3. MINUTES** - Approval of the Minutes of the Meeting held on 16 June 2020
- 4. UPDATE FROM BOROUGH COUNCILLOR, COUNTY COUNCILLOR, PCSO**
- 5. PUBLIC** *During this time, if members of the public wish to raise a query with the Parish Council, please email the Clerk: ighthamclerk@gmail.com*
- 6. PLANNING**

6.1 Planning Applications

TM/20/01133/FL - Land South Of 1 New Cottages Ismays Road Ivy Hatch Sevenoaks Kent
Conversion of existing redundant stables into an annexe on the same

Footprint. *“No objection but on the basis that the building should not become a separate dwelling”*

TM/20/01229/FL - Farnehill The Street Ightham Sevenoaks Kent TN15 9HE. Demolition of existing garage block; erection of a single storey flat roof extension to the rear elevation, approx. 14sq.m; installation of a timber frame, timber-clad garden studio (outbuilding), 50sq.m; installation of a new window to the ground floor bedroom on the side elevation. *“No objection but we would prefer to see a low pitched roof”*

TM/20/01236/TNCA - Copthall Ismays Road Ightham Sevenoaks Kent TN15 9BB. T1 Acaica- remove deadwood, T2 Sweet Chestnut, T3 Beech and T4 Multi Stemmed Lime Tree- crown lift these 3 trees to approximate height of 6 meters, this is mainly removal of epicormic, T5 Horse Chestnut - section fell, T6 Mature Sweet Chestnut - coppice, T7 Sycamore - section fell and T8 Sweet Chestnut- coppice. These 3 trees are growing amongst other favourable all species of tree, that will benefit from more space. *“No objection.”*

TM/20/01296/LDE - Lawful Development Certificate Existing: Hope Farm Sandy Lane Ightham, Sevenoaks, Kent, TN15 9BA. Building and area of hardstanding used as a domestic garden store incidental to the enjoyment of the main dwelling house for an uninterrupted period since at least 19th June 2010.

TM/20/01350/FL - Hillcrest, 13 Spring Lane, Ightham, Sevenoaks, Kent, TN15 9DN. Extension and conversion of existing garage into two storey workshop/garage. **TM/20/01402/FL** - The Barn, Ightham Court, Fen Pond Road, Ightham, Sevenoaks, Kent TN15 9JF. Proposed replacement of existing single storey rear projection with a new single storey rear extension (resubmission of **TM/18/02834/FL**).

TM/20/01404/TPOC - The Ightham Club, Sevenoaks Road, Ightham, Sevenoaks, Kent, TN15 9HA. Row of mature trees (T1 -T17) containing Beech, Sycamore and Lime to be reduced and take out some height out of the top.

TM/20/01413/FL – Longcroft, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DE. Single storey rear extension and patio.



6.2 Planning Decisions -

Approved

20/01236/TNCA - T1 Acaica- remove deadwood, T2 Sweet Chestnut, T3 Beech and T4 Multi Stemmed Lime Tree- crown lift these 3 trees to approximate height of 6 metres, this is mainly removal of epicormic, T5 Horse Chestnut - section fell, T6 Mature Sweet Chestnut - coppice, T7 Sycamore - section fell and T8 Sweet Chestnut- coppice. These 3 trees are growing amongst other favourable all species of tree, that will benefit from more space – Copthall, Ismays Road.

20/01071/FL - Extension of existing stable block to accommodate garden and pasture management equipment - Yew Tree Cottage, Redwell Lane.

20/00983/FL - Proposed in-ground swimming pool - Old Tiles, Stone Street Road.

19/02903/RD - Details of condition 4 (foul and surface water drainage) and 8 (position of touring caravans) submitted pursuant to planning permission TM/18/01240/FL (Section 73 application for the variation of conditions 1 (time limited and personal condition), 2 (restore site when temporary consent expires) and 4 (number of caravans) pursuant to planning permission TM/11/01444/FL (Variation of conditions 1 and 2 on TM/07/01238/FL: Change of use for stationing of two caravans for residential use, fencing and sheds for occupation by a single gypsy family)) - Woodford Old Lane.

20/00866/FL - Internal alterations, single storey extension and works to the existing boot room to the south west corner. Alterations to the existing driveway and introduction of new terraced landscaping - Mulberry Hill, Rectory Lane.

20/00952/FL - Rear single storey extension and front porch extension - 51 Nutfields.

Withdrawn

20/01028/FL - Demolition of existing garage and outbuildings. Construction of new garage block with ancillary accommodation and alterations to existing house – Spicklewood, Coach Road.

Refused

20/00957/FL - Erection of 2 no. four bedroom houses (as an alternative scheme to that approved under TM/18/00668/FL) - Longcroft Lodge, Oldbury Lane, Ightham, TN15 9DE.

6.3 LOCAL PLAN – Borough Green Gardens Update - Update – Published hearing dates

6.4 LEGAL OPINION – Judicial Review - Update.

7. MATTERS ARISING

Highways & PROW Matters

Village Traffic Matters – Update

Scout Pavilion – Update - Football Club – Defibrillator – Summary of VAT issues

Old Scout Hut – Refurbishment - Lease.

Ightham Football Club – New season, new goal posts

Tennis Club - Update

Ightham Cricket Club – Update - Request for funding

Busty Stream/ Flooding – Emergency Plan. Clearing outside Elim Bungalow

Recreation Ground –Wet pour repairs – Play park reopening 6 July – Litter – Mowing

Village Hall - Refurbishment - Access and clearing vegetation – Reopening 6 July – Cardboard recycling

Crime Report/Neighbourhood Watch - Update

Climate Change - Farm Waste

Allotments behind Common Road – Renewal of agreements

Trees – Visual Tree Inspection & TPO's



8. FINANCE & POLICY

- i. Data Protection and Website Accessibility – New email addresses
- ii. Review of policy documents

The following accounts are submitted for payment:

Online Transfers - Unity Trust Bank

Parish Clerk Salary & Expenses June – (Set up SO)	£695.75
M&S Bank Reimbursement Pitchcare – Brushes	£186.84
Gel Creative -July	£50.00
Zen Internet - Business Full Fibre 2 July	£46.20
Decorite – Painting old scout hut (transferred)	£1,000.00

Cheques

JH Estate & Gardening Services – Grass cutting	£1632.00
Anthony Edwards – Maintenance to Churchyard July	£tbc
Anthony Edwards – Maintenance to Parish Council July	£tbc
Wrotham Parish Council – Professional Fees Local Plan	£2,069.82
SKIPS – Reimbursement water and rental	£tbc
Wrotham Parish Council - Professional Fees	£2,069.82
Charles Russell Speechlys	£4,331.20
KCPFA Subscription	£20.00
On Call Carpets Ltd	£900.00
Yellow Duck – Signage	£65.40
KALC Seminar	£60.00
E-on – Unmetered supply	£55.81
Rospa – Playground Inspection	£103.20
RedLynch – Repairs to wetpour	£9,940.80
David Emmett – Reimbursement for locks	£27.50
Treeability – Clearing fallen tree on Oldbury Lane	£216.00

Deposit Account: £162,760.87 Current Accounts: £28,406.57 Unity Trust Bank £35,228.76

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

TMBC - list of funds: <https://www.grantsonline.org.uk/coronavirus.html>

KALC NEWS JUNE 2020

TMBC – New timetable for recycling/waste collection online

TMBC – Reopening of leisure facilities

Part 2 - Exclusion of the Public and Press pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960

Signed: *SR Hüseyin*



7/20

**PLANNING MEETING OF THE PARISH COUNCIL TO BE HELD
REMOTELY VIA ZOOM ON MONDAY 24 AUGUST AT 7.45pm**

AGENDA

- 1. APOLOGIES FOR ABSENCE -**
- 2. DECLARATION OF INTERESTS -**
- 3. PLANNING**

3.1 Planning Applications

TM/20/01506/LB - 2 Bank Cottages, The Street, Ightham, Sevenoaks Kent TN15 9HG
Listed Building Application: Maintain and repair the areas where damp has set in.

TM/20/01604/FL - Longcroft Lodge, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DE.
Erection of 2 no. four bedroom houses (as an alternative scheme to that approved under TM/18/00668/FL).

TM/20/01612/AGN - Orchard Hill Farm, Borough Green Road, Ightham, Sevenoaks, Kent, TN15 9BF.
Prior Agricultural Notification: agricultural store to be built on the side of the existing barn. Made from timber weatherboarding sides with metal box profile roof.

TM/20/01628/FL – Spicklewood, Coach Road, Ivy Hatch, Sevenoaks, Kent TN15 0HD.
Demolition of existing garage and outbuildings. Construction of new garage block with ancillary accommodation and alterations to existing house.

TM/20/01648/FL – Glenna, Old Lane, Ightham, Sevenoaks, Kent TN15 9AH. Two storey side and rear extension with roof extension.

TM/20/01683/FL - The Chase, Jubilee Crescent, Ightham, Sevenoaks, Kent TN15 9AE.
Part conversion of garage area to habitable area.

TM/20/01706/TNCA - Ightham County Primary School, Oldbury Lane, Ightham, Sevenoaks, Kent TN15 9DD. T7 Cherry - decay at base, fell 1 stem to 2m height; G2 Cherries x7 – Crown reduce overhang alongside of court by approximately 3-4m. Chip stacked debris from earlier fallen tree. T1 Leaning Goat Willow - Crown reduce whole crown by approximately 2-3m and crown lift to 1m above fence .



9/20

MEETING OF IGHTHAM PARISH COUNCIL

Meeting of the Parish Council at 7.30 p.m. on Tuesday 15 September 2020 via Zoom to transact the undermentioned business. *Please contact the Parish Clerk for the zoom password.*

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATION OF INTERESTS**
3. **MINUTES** - Approval of the Minutes of the Meeting held on 21 July and 24 August 2020
4. **UPDATE FROM BOROUGH COUNCILLOR, COUNTY COUNCILLOR, PCSO**
5. **PUBLIC**
6. **PLANNING**

6.1 Planning Applications

TM/20/01782/TNCA Theodore House, High Cross Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NN. T1 remove declining Silver Birch in rear garden <https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/20/01782/TNCA> Ightham (Wrotham, Ightham And Stansted) "No objection providing Liz Guthrie is content"

TM/20/01883/TNCA Prestons Cottage, Rectory Lane, Ightham, Sevenoaks, Kent, TN15 9AJ. T1 Oak tree removal of dead wood and T2 Cherry tree removal of tree. "No objection providing Liz Guthrie is content"

TM/20/01837/TNCA Oldbury Farm House, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DE. G1 Group of Bay Laurel adjacent to log store, between road and house reduce to hedge height, T1 Large Lawson Cypress on left of path remove deadwood and large failed stem, T2 Large Weeping Ash reduce by 3-4m back to healthy timbers, T3 Mulberry in lower lawn area remove broken branch reduce height by 2m and prune overextended sections and T4 Large Declining apple remove dead sections. "No objection providing Liz Guthrie is content"

TM/20/01744/AGN Land North of The Stables Chart Farm, Styants Bottom Road, Seal Chart Sevenoaks, Kent. Prior Agricultural Notification: Erection of hay barn <https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/20/01744/AGN> Ightham (Wrotham, Ightham And Stansted). "No objection."

TM/20/01747/FL Fir Bank, Coach Road, Ivy Hatch, Sevenoaks, Kent, TN15 0PE. Demolition of existing dwelling and outbuildings and the erection of replacement dwelling. "No objection."

TM/20/01750/FL Hemmings Bank, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DD. Single storey side extension, internal alterations and new bi-fold doors. "Ightham Parish Council has concerns about over development but leave to TMBC to determine."

6.2 Planning Decisions -

Approved

20/01031/FL - Stone Acre - Demolition of dwelling and garage. Erection of dwelling.

20/01229/FL - Farnehill - Demolition of existing garage block; erection of a single storey flat roof extension to the rear elevation and the installation of a new window to the ground floor bedroom on the side elevation.

20/01744/AGN - Land North Of The Stables - Prior Agricultural Notification: Erection of hay barn (approval not required).

20/01706/TNCA - Ightham County Primary School - T7 Cherry - decay at base, fell 1 stem to 2m height; G2 Cherries x7 - Crown reduce overhang along side of court by approximately 3-4m . Chip stacked debris from earlier fallen tree. T1 Leaning Goat Willow - Crown reduce whole crown by approximately 2-3m and crown lift to 1m above fence.

20/01552/TNCA - 55 Nutfields - T1 Lawson and T2 Yew to fell and stump grind, T3 Birch to fell to near ground level - The Bower House Tonbridge Road Ightham Sevenoaks Kent TN15 9AJ.

0/01509/TPOC - T2 Beech x2 - Crown reduce height by approximately 3m and 1.5m on the sides, sever clematis, T3 Whitebeam x2 - Crown reduce height by approximately 2m and 1.5m on the sides, T5 Large Conifer - Dismantle to near ground level and prune adjacent apple to clear roof by approximately 1m and T6 Golden Conifers x2 - Reduce to approximately 10ft., Fell to near ground level very small conifer adjacent. (permission not required).

20/01507/TPOC - 4 Nutfields - T1 Oak - Crown reduce whole crown by approximately 2m. Right stem has rubbing damage from Pine - reduce back to stump 1-2m from main trunk. Crown lift by approximately 2m over road, T2 Pine - Dismantle to near ground level, G1 Beech Saplings x3 and Laurel - Fell to near ground level. T5 Sweet Chestnut - Crown reduce whole crown by approximately 2m. Sever Ivy and remove suckers on trunk.

20/01517/TPOC - 3 Nutfields - G1 Oak and Beech x 9 -Crown reduce height by approximately 2m and garden overhang. Crown lift by approximately 1-2m.

20/01479/FL - Dimber - Rear extension, filling in porch area.

20/01404/TPOC - The Ightham Club - Line of trees west of Club and car park. Crown lift on car park side to match crown lift on other side. To prune back branches above this by approx. 50% to suitable growing points, and to reduce the height by 3-4m (3m for the Beech and 4m for the Sycamores). .

20/01350/FL - 13 Spring Lane - Demolition of existing garage and construction of a two-storey workshop and garage.

20/01296/LDE - Hope Farm - Lawful Development Certificate Existing: Building and area of hardstanding used as a domestic garden store incidental to the enjoyment of the main dwellinghouse for an uninterrupted period since at least 19th June 2010. (certifies).

20/01133/FL - 1 New Cottages - Conversion of existing stables into a self-contained residential dwelling.

20/01628/FL - Spicklewood - Demolition of existing garage and outbuildings. Construction of new garage block with ancillary accommodation and alterations to existing house.

20/01612/AGN - Orchard Hill Farm - Prior Agricultural Notification: agricultural store to be built on the side of the existing barn. Made from timber weatherboarding sides with metal box profile roof. (Not required)

Planning Enforcement – Update

Chapel Farm – Replanting

6.3 LOCAL PLAN – Borough Green Gardens Update - Update – Hearings – 6-8 October and 3-11 November via Microsoft Teams.

7. MATTERS ARISING

Highways & PROW Matters



Village Traffic Matters – Update – A227 Lorries. Mill Lane concealed entrance signage, parking Common Road, road crossing A25
Scout Pavilion – Update - Football Club – Defibrillator – Summary of VAT issues
Old Scout Hut – Update - Lease.
Ightham Football Club – New season, new goal posts
Tennis Club - Update
Ightham Cricket Club – Update
Busty Stream & Flooding – Emergency Plan. Flooding in Oldbury, Chapel View, Tebbs Way/Ismays, Old Lane, Copt Hall Road
Recreation Ground –Wet pour quote –New bin – Mowing – Winter Maintenance, leaves etc
Village Hall - Refurbishment - Cardboard recycling
Crime Report/Neighbourhood Watch - Update
Climate Change - Farm Waste
Allotments behind Common Road – Renewal of agreements
Trees – Visual Tree Inspection & TPO's / Oldbury Lane

8. FINANCE & POLICY

- i. Data Protection and Website Accessibility – New email addresses
- ii. Review of policy documents

The following accounts are submitted for payment:

Online Transfers - Unity Trust Bank

Parish Clerk Salary September – (Standing Order)	£654.80
Gel Creative -August & September (Standing Order)	£100.00
Zen Internet - Business Full Fibre 2 August & September (Standing Order)	£92.40
Decorite – Painting external old scout hut (transferred)	£530.00
Decorite – Painting internal old scout hut (transferred)	£3,590.00
Anthony Edwards – Parish Maintenance and Churchyard July(transferred)	£1,471.41
Oncall Carpets – Flooring old scout hut (transferred)	£1,800.00
Newitts – Goal posts (Transferred and to be reimbursed)	£1,201.54
Anthony Edwards – Parish Maintenance and Churchyard	tbc

Cheques

JH Estate & Gardening Services – Grass cutting July (Paid)	£1,548.00
Warners – Legal Fees (Paid)	£1,687.20
Yellow Duck Signs – Disabled bays signs (Paid)	£173.40
EDF – Electricity Old scout hut (Paid)	£43.96
EDF – Electricity New scout hut (Paid)	£58.37
JH Estate & Gardening Services – Grass cutting August	£696.00
ICO – Data Protection Fee renewal	£40.00
True Plan – Old scout hut lease plan	£234.00
KALC – Clerks Conference	£60.00
Smurfit Kappa – Newspaper Bin rental village hall	£54.00
Parish Clerk Expenses	£132.94

Income

Ightham Primary School - Rental	£500.00
TMBC – Precept	£62,526.00



KCC – Cricket Pitch Grant	£1500.00
KCC – Farmers Market Grant	£500.00
Reimbursement Wrotham PC – Over payment	£382.28
VAT Reimbursement	£10,575.54

Deposit Account: £Current Accounts: £Unity Trust Bank £

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

JPCTCG – Meeting with Tom Tugendhat 24th September

Kent Police Rural Task Force Report & Newsletter

KCC Electric Vehicle Charging Points Grant

KCC Public Notice Tunbridge Wells Grammar School for Boys

KALC CEO Bulletin - August 2020

KALC - Government consultations on reforming the planning system (*Parish response required*) **CPRE** - Planning System shake-up

NALC National Salary Scale 2020/2021

KALC Dynamic Councillor - 1st October 2020 – via Zoom 9.45am

KALC NEWS August 2020 – Online

KCC - Allington IWMF - extension of consultation period to 16 October 2020

Parish Partnership Panel - Thursday 3 September - Kent County Council Services

Update <https://kentenviropower.fccenvironment.co.uk/peir-report/>.

Highways England - M20 Moveable Barrier works – overnight closures from 1 September for Operation Brock

Part 2 - Exclusion of the Public and Press pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960

Signed: *SR Hüseyin*



9/20

AGENDA

Meeting of the Parish Council at 7.30 p.m. on Tuesday 20 October 2020 via Zoom to transact the undermentioned business. *Please contact the Parish Clerk for the zoom password.*

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATION OF INTERESTS**
3. **RESIGNATION OF CLLR CRACKNELL**
4. **MINUTES** - Approval of the Minutes of the Meeting held on 15 September 2020
5. **UPDATE FROM BOROUGH COUNCILLOR, COUNTY COUNCILLOR, PCSO**
6. **PUBLIC**
7. **PLANNING**

6.1 Planning Applications

TM/20/01943/FL - Land South Of 1 New Cottages Ismays Road Ivy Hatch Sevenoaks Kent
Conversion of existing stable block into self-contained residential dwelling – No objection

TM/20/02091/TPOC Nutfields, Ightham, Sevenoaks Kent T22 Large Oak - remove major deadwood to the woodland side of the tree, T27 Oak - remove major deadwood above the bank, T32 Dead Sweet Chestnut - dismantle and fell to near ground level, T42 Mature Pine - remove deadwood, T67 Hazel - fell to coppice, T68 Oak - remove large deadwood over the road, T70 Oak- raise crown over road to approx 5m, T79 Dead Ivy Clad Birch - dismantle and fell to near ground level.

TM/20/02124/LDE Sandyridge, Pine Tree Lane, Ivy Hatch, Sevenoaks, Kent TN15 0NJ. Lawful Development Certificate Existing: Evidence of commencement of works in accordance with planning permission reference TM/17/01387.

6.2 Planning Decisions -

Approved

20/01883/TNCA – Prestons Cottage, Rectory Lane. T1 Oak Tree removal of deal wood and T2 Cherry Tree removal of tree.

20/01895/NMA - 7 Walker Place. Non Material Amendment to planning permission TM/20/00051/FL: Adjustments to external stair based on existing dimensions, adjustment to rooflight positioning and lowering of rear terrace level.

20/01837/TNCA - Oldbury Farm House Oldbury Lane. G1 Group of Bay Laurel adjacent to log store, between road and house reduce to hedge height, T1 Large Lawson Cypress on left of path remove deadwood and large failed stem, T2 Large Weeping Ash reduce by 3-4m back to healthy timbers, T3 Mulberry in lower lawn area remove broken branch reduce height by 2m and prune overextended sections and T4 Large Declining apple remove dead sections.

20/01782/TNCA - Theodore House, High Cross Road. T1 remove declining Silver Birch in rear garden.



20/01750/FL - Hemmings Bank, Oldbury Lane. Single storey side extension, internal alterations and new bi-fold doors.

20/01683/FL - The Chase, Jubilee Crescent. Part conversion of garage area to habitable area.

20/01648/FL - Glenna, Old Lane. Two storey side and rear extension with roof extension.

20/01413/FL - Longcroft, Oldbury Lane. Single storey rear extension and patio.

20/01432/FL - The Nook, The Street. Siting of timber framed garden building for use as domestic store and summerhouse.

Planning Enforcement – Update

6.3 LOCAL PLAN – Borough Green Gardens Update - Update

7. MATTERS ARISING

Highways & PROW Matters

Village Traffic Matters – Update – Meeting Andy Edwards, road crossing A25, Burger Van. Not suitable for HGV's sign Rectory Lane. Speed check on The Street, Bates Hill (Lorry Watch/Operation Parlour). Cyclists.

Scout Pavilion – Defibrillator quote

Old Scout Hut – Update – Lease, water meter, broadband.

Ightham Football Club – Pitch Survey

Tennis Club - Update

Ightham Cricket Club – Agreement for payment schedule

Busty Stream - Flood Sacks – Maintenance by Elim Bungalow, digging out silt. Brambles near Durlings field. Replacement for Cllr Cracknell on Flood Forum

Flooding – Replanting at Chapel View/ Flooding in Tebbs Way/Ismays, Old Lane, Copt Hall Road

Recreation Ground –Wet pour quote –New bin – Mowing – Winter Maintenance, leaves etc

Village Hall - Update

Crime Report/Neighbourhood Watch - Update

Climate Change - Farm Waste

Allotments behind Common Road – Renewal of agreements

Trees – Visual Tree Assessment quote - Trees on Oldbury Lane overhanging Skips

Malcolm Ravenhill Memorial Stone Installation – Fen Pond Road

8. FINANCE & POLICY

The following accounts are submitted for payment:

Online Transfers - Unity Trust Bank

Parish Clerk Salary October – (Standing Order)	£654.80
Gel Creative -October (Standing Order)	£50.00
Zen Internet - Business Full Fibre 2 October (Standing Order)	£46.20
Anthony Edwards – Parish Maintenance and Churchyard	£1,249.34
Cricket Club Deposit and Stage 1 works	£13,113.60

Cheques

JH Estate & Garden Services Ltd	£1380.00
Smurfit Kappa – Newspaper Bin rental village hall	£54.00
Parish Clerk Tax & Expenses	tba



E-on – Electricity Unmetered supply	£56.42
Treeability – VTA	£588.00
Treeability – Removal of fallen and hanging branches Old Scout Hut	£324.00
Wrotham Parish Council – Professional Fees Local Plan	£1,199.75
Godfrey Garden Surveys – Pitch survey	£641.00
KALC – Finance Conference, Clerks Conference, Dynamic Councillor	£180.00

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

Planning for the Future White Paper – KALC response
KCC – Electric Vehicle Charging Points
KALC - Supporting your Local Communities
Gatwick Airport Announcement regarding charging for dropping off
Planning White Letter - TMBC Letter to Secretary of State
KALC NEWS - SEPTEMBER 2020
KRF EU Transition Threat and Risk Assessment

Part 2 - Exclusion of the Public and Press pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960

Signed: *SR Hüseyin*



11/20

AGENDA

Meeting of the Parish Council at 7.30 p.m. on Tuesday 17 November 2020 via Zoom to transact the undermentioned business. ***Please contact the Parish Clerk for the zoom password.***

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATION OF INTERESTS**
3. **VACANCY**
4. **MINUTES** - Approval of the Minutes of the Meeting held on 20 October 2020
5. **UPDATE FROM BOROUGH COUNCILLOR, COUNTY COUNCILLOR – *Please keep reports to 5 minutes***
6. **MATTERS ARISING**

Highways & PROW Matters Road closure Ismays Road, Ivy Hatch – 18 November 2020 – Tree surgery. Styants Bottom Road, Seal Chart from 23rd November 2020 for up to 20 days for drainage

Village Traffic Matters – Update – Police speed checks

Scout Pavilion – Defibrillator

Old Scout Hut – Update – Lease, water meter, fire and broadband installation cost.

Ightham Football Club – Pitch Survey

Tennis Club - Update

Ightham Cricket Club – Update

Busty Stream - Flood Sacks – Maintenance by Elim Bungalow, digging out silt.

Flooding – Replanting at Chapel View/ Flooding in Tebbs Way/Ismays, Old Lane, Copt Hall Road

Recreation Ground –Winter Maintenance, leaves etc

Village Hall - Update

Crime Report/Neighbourhood Watch - Update

Climate Change - Update

Allotments behind Common Road – Visual Tree Assessment & tree work at Robin Hill quote

7. **PUBLIC**

8. **PLANNING**

8.1 Planning Applications

TM/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. “No objection”

TM/20/02318/TNCA - Ightham Mote. T1 Ash - Reduce crown by 25% and height by 4m, T2 Ash - Fell to near ground level, T3 Ash - Reduce scaffold limbs with Ash Dieback by 70% and remove all deadwood within remaining crown, G4 Ash x2 - Reduce scaffold limbs with Ash Dieback in lower



crown by 70% and remove all remaining deadwood, T5 Ash - Fell to near ground level, T1 Field Maple - Fell to near ground level, T2 Field Maple - Fell tree with 50% crown dieback to near ground level, T3 Poplar - Reduce 1 scaffold limb to SE of crown by 50% in overall length and sever Ivy at base by a 0.5m width around circumference, T4 Poplar - Reduce 2 end weighted scaffold limbs to E and NE of crown by 50% and sever Ivy at base and remove 0.5m width around circumference.

TM/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.

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

Silver Birch x 2 trees to east of house in rear garden, fell to ground level. Goat Willow tree to east of house, in rear garden, fell to ground level. Norway Spruce tree in rear garden to north of house, crown raise to 5 metre. Beech tree to south west of driveway overhanging football goal, crown raise to 6m over driveway and goal. Beech tree adjacent to driveway entrance, crown raise to 6m over driveway. 2 no Beech trees on front boundary overhanging Copt Hall Road, crown raise to 6 metres over road. Reasons items 1 and 2 - condition/age of trees, proximity to house and effect on light, and general management of extensive tree cover, items 4-7 - access, safety and highways compliance.

TM/20/02412/TPOC - 6 Nutfields, Ightham, Sevenoaks, Kent, TN15 9EA. G1 Group 1 Oak and 3x Beech - cut back by 2-3m and clear overhanging tree branches from adjacent land.

TM/20/02489/TNCA - The Grange, Redwell Lane, Ightham, Sevenoaks, Kent, TN15 9EE.

T1 Thuja - fell, T2 Thuja - crown lift to 5m and T3 Laylandii - reduce by 50%.

8.2 Planning Decisions Approved

20/01943/FL - Land South Of 1 New Cottages, Ismays Road, Ivy Hatc,h Sevenoaks, Kent. Conversion of existing stable block into self-contained residential dwelling and creation of new access to Ismays Road.

20/01604/FL - Longcroft Lodge, Oldbury Lane, Ightham, Sevenoaks, Kent, TN15 9DE.

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).

Planning Enforcement – Update

8.3 LOCAL PLAN – Borough Green Gardens Update - Update

9. FINANCE & POLICY

The following accounts are submitted for payment:

Online Transfers - Unity Trust Bank

Parish Clerk Salary & Tax November – (Standing Order)	£654.80
Gel Creative - November (Standing Order)	£50.00
Zen Internet - Business Full Fibre 2 October (Standing Order)	£46.20
Anthony Edwards – Parish Maintenance and Churchyard	£1145.09
Smurfit Kappa – Newspaper Bin rental village hall	£54.00

**Cheques**

Parish Clerk Expenses	£37.74
Edward Tyrell – Fence repairs at Rec	£486.00
EDF- Electricity Scout Pavilion	£238.21
Treeability – Common Rd Tree clearance	£604.80
Weddle & Co – Covid Signage	£288.00
Royal British Legion – Wreath & Donation	£tbc
Cricket Club balance on second stage	£3513.60

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

KALC AGM 28 November 2020

KALC SEMINAR - chairing virtual meetings - skills for councillors – 10TH December 1.45pm

KALC NEWS OCTOBER 2020

Dunbrik Waste Transfer Station - temporary site closure [8 weeks from 12 November for repair works](#)

Tonbridge and Malling Borough Council Community Hub

Innovation Park Medway – Consultation on creation of a mixed use business park, featuring c101,000sqm of predominantly high-tech and innovation-oriented commercial uses. Ends 30

November www.tmbc.gov.uk/ipm

NHS registry service for COVID-19 vaccine studies

NALC CHIEF EXECUTIVE'S BULLETIN

Kent Police - latest Rural Task Force Report and Rural Matters newsletter

Rural Market Towns Group – Request for Ightham Parish to become a member.

KCC and Kent and Medway CCG New Crisis Support Cards

Part 2 - Exclusion of the Public and Press pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960

Signed: *SR Hüseyin*



12/20

AGENDA

Meeting of the Parish Council at 7.30 p.m. on Tuesday 15 December 2020 via Zoom to transact the undermentioned business. *Please contact the Parish Clerk for the zoom password.*

1. APOLOGIES FOR ABSENCE

2. DECLARATION OF INTERESTS

3. VACANCY

4. MINUTES - Approval of the Minutes of the Meeting held on 17 November 2020

5. UPDATE FROM BOROUGH COUNCILLOR, COUNTY COUNCILLOR – *Please keep reports to 5 minutes*

6. MATTERS ARISING

Highways & PROW Matters - Resurfacing of Mill Lane. Barbed wire at Longcroft Lodge footpath. TMBC Parking Highways Meeting **17th December.**

Village Traffic Matters – Update Parking on A25/Old Lane

Scout Pavilion – Defibrillator

Old Scout Hut – Update – Lease, water meter, fire and broadband installation

Ightham Football Club – Pitch Survey

Tennis Club - Update

Ightham Cricket Club – Update

Busty Stream - Maintenance

Flooding – Replanting at Chapel View

Recreation Ground –Winter Maintenance, leaves etc . New fence along Arboret boundary. New bin.

Village Hall - Update

Crime Report/Neighbourhood Watch - Update

Climate Change - Update

Allotments behind Common Road – Visual Tree Assessment

Chapel Farm - Planting

St Peters - Replacement for Penny

7. PUBLIC

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.



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.

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

TM/20/02650/FL – Barnmead, Styants Bottom Road, Seal Chart, Sevenoaks, Kent, TN15 0ET.
Proposed flat roof single storey side extension.

TM/20/02668/TPOC - 64 Nutfields, Ightham, Sevenoaks, Kent TN15 9EA. Fir tree - remove

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.

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).

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.

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.

TM/20/02752/FL - Redwell House, Redwell Lane, Ightham, Sevenoaks, Kent TN15 9EE. Single storey extension, first floor extension and demolition of garage.

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.

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 Enforcement – Update

8.4 LOCAL PLAN – Borough Green Gardens Update - Update

9. FINANCE & POLICY

The following accounts are submitted for payment:

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	tbc

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	tbc
Unity Trust Bank – Transfer	£5,000.00

9.1 AGAR Review – Non completion of review due to outstanding query

9.2 Parish Precept – Due 22nd January 2021

9.3 Risk Assessment – Sign off

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

Request for donation - The Counselling Centre

Request for donation – Hospice in the Weald

Request for donation for work at the scout field

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)
TMBC - New reporting of fly tipped waste
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

Part 2 - Exclusion of the Public and Press pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960

Signed: *SR Hüseyin*