



6/23

**Minutes of the Meeting of the Parish Council held on Tuesday 20 June 2023 at 7.30pm at Ightham Village Hall.**

**Present:** *Cllr Willingham (Chair), Cllr Holden, (Vice Chair), Cllr Burgham, Cllr Clark, Cllr Hall, Cllr Hogarth, Cllr Emmett, Cllr Fielder, Cllr Mitchem, The Parish Clerk, County Cllr Rayner and 9 members of the public.*

**1. APOLOGIES FOR ABSENCE** - Borough Cllr Betts

**2. DECLARATION OF INTERESTS** - None

**3. REPORTS FROM COUNTY COUNCILLOR** - Cllr Rayner reported that there would be some changes to bus services, however, the impact on West Kent would be limited due to the budget cuts last year. The Arriva school bus service from Wrotham has improved and there have been assurances from Transport Officers that the contracts will continue for services 221 and 222 for the next academic year. A meeting with the operator management is due to take place to ensure that electronic tickets are accepted and to seek clarification on cash payments and issuing of receipts which will be relevant for late season ticket applications. The subsidy for the over 16 season ticket will be reduced, and we are waiting to find out what it will cost.

There will be a reduction in the number of Household Waste and Recycling Centres, however, there will be no impact on Allington, Dunbrick or North Farm.

There will be significant cuts to the SEND School and Transport budget.

Cllr Emmett asked how Kent County Council envisaged building homes in the South East with the recent and recurrent issues with Southern Water and South East Water? Cllr Rayner said that KCC weren't responsible for housing (it is TMBC), however, KCC's strategic policy is to build where there is existing infrastructure. Cllr Rayner sits on a sub-committee for Growth and Redevelopment who stipulate that where there is development, all utilities, apart from gas, must be put in place contemporaneously with building plans. Cllr Rayner reported that Mike Taylor has recently been elected as the Cabinet Member for Planning at TMBC.

**4. REPORT FROM BOROUGH COUNCILLOR** - Apologies

**5. PUBLIC** – 2 members of the public reported household flooding in Oldbury following the storm this morning. Cllr Rayner suggested setting up a meeting between residents and Kent Highways as soon as possible. Cllr Rayner and Cllr Fielder thought that there would be a simple solution however Cllr Rayner advised that it would require some funding as KCC has no money for discretionary drainage. Cllr Rayner offered to put some money together from his Member's Fund if the Parish could also contribute and would investigate a limited works contract. There are 2 separate issues of water coming from different directions.

The Clerk reported that we have already earmarked money in the budget for our Highways Improvement Plan and drainage at Oldbury is already in the plan. Officers had looked at a solution 18 months ago when we had a site meeting. Cllr Mitchem asked why it hadn't been taken forward? Cllr Rayner said that KCC didn't see it as their problem, the water run-off comes from Oldbury Hill and they were trying to get the landowners to deal with it so it does not drain onto Oldbury. Cllr Rayner offered to take this up with KCC as he said it wasn't fair for residents to be flooded and the work would be limited to connecting existing drains. Cllr Rayner will set up a meeting and will ask for designs and costings.

7 residents from The Street and Sevenoaks Road were in attendance to raise ongoing traffic concerns including inappropriate vehicles and speeding on The Street. Excessive speed is resulting in frequent accidents, damage to parked cars and it is dangerous for cars exiting driveways and the pub.

Residents are concerned that there will be a serious accident and did not think that the speed survey carried out in 2021 gave an accurate picture. If cars are parked on The Street, then this slows the traffic, however, it is resulting in cars being hit and some residents had had their cars damaged

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



several times in one week. There is general poor mentality of drivers with little regard to pedestrians and there have even been incidences of young children being driven at when crossing the road. There has been at least one police incident recently and a significant number of “stand-offs” with drivers having no regard for speed or right of way. The issue is that as an A road with 30mph speed limit and coming off down Bates Hill allows drivers to pick up speed. Residents suggested putting in a 20mph speed limit to reduce speed and try to alter driver behaviour.

Cllr Willingham reported that the Parish Council have had a Highways Improvement Plan (HIP) in place since 2017 to reduce traffic throughout the village, including 20mph on The Street. We have had several meetings with Kent Highways and are doing everything we can to improve road safety, but it is taking a very long time. Unfortunately, as it is an A road, there is little that we can do to stop certain vehicles using the road. We have been told in the past that it would be downgraded to a B road which would give more flexibility for change however we don't believe that this will happen.

Cllr Hall reported that we have been trying to get a 30mph Parish wide speed limit with 20mph limits by the school but had been slowed down by several changes in leadership at Kent Highways.

Cllr Burgham reported that everything suggested has been discussed at PC and we were fully supportive of the suggestions. The priority signage was installed last year and we have do things in stages or will get nothing done at all.

It was acknowledged that the situation had worsened since covid and one of the safety concerns that needs to be addressed is children coming off the school buses and crossing the road. The same concern was raised on Sevenoaks Road, near to the Forge.

Cllr Mitchem reported that Kent Highways were currently giving consideration to our request for 20mph on The street, Sevenoaks Road and Oldbury Lane.

At a recent Parish Partnership Panel meeting Cllr Mitchem raised speed enforcement with the Community Safety Officer who stated that speeding was not a priority, and the solution is to engineer out the problem. Cllr Mitchem suggested that some of the stand-offs are due to restricted sight lines because cars are parked on double yellow lines and has on several occasions asked for the Enforcement Officer to come out and issue tickets.

It was noted that 20mph may not solve all the issues. Cllr Rayner said that there was some opposition to 20mph speed limits on A roads and a lack of police enforcement.

It was noted that the current maximum weight limit for HGV's was 40 tonnes.

In summary, Cllr Willingham said that residents were welcome to use the village hall car park. A query was raised about the 23 hour restriction and the general opinion was that this wouldn't be enforced. It is a TMBC sign and the Clerk will ask about possible removal.

We will endeavour to get someone from Kent Highways to our annual Parish meeting in September to give an update and will continue to push for the 20mph limits. The Clerk reported that Kent Highways are currently conducting a feasibility review of a 20mph scheme and have suggested combining The Street, Oldbury Lane, Spring Lane and Sevenoaks Road into one Traffic Regulation Order (TRO).

**6. MINUTES** - The Minutes of the Meeting held on Tuesday 16 May 2023 were approved and signed as a true record.

**7. REPORT FROM PPP MEETING 15<sup>th</sup> June 2023** – Cllr Mitchem attended the meeting and reported the following: there have been 95 prosecutions for fly tipping, Cllr Mitchem once again raised the question of education and asked whether schools were being visited? Cllr Martin Coffin is now Cabinet Member for Street Scene. Nothing to report on the Local Plan. Cllr Mitchem asked the new Community Support Officer to look at speeding and they said it was low priority.

## **8. MATTERS ARISING**

**Highways & PROW Matters** - HIP update- Gateways - we are awaiting installation. It was agreed that we would prioritise a 20mph speed limit at Oldbury & Spring Lane, Sevenoaks Road and The

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Street on the HIP. The Clerk will follow this up with the Team Leader and will ask what the maximum area would be for the 20mph zone. Once confirmed, The Clerk will send a simple letter to all residents affected asking whether they would be supportive of the speed reduction. Cllr Mitchem went to see a resident about double Yellow Lines at Cobs Close to deter school parents parking on the pavements. This was reported to TMBC but they won't enforce it as it is a police matter. The police have been informed and have been in contact with the school. Cllr Mitchem advised the resident to speak to neighbours so see whether they would support double yellow lines before we take it any further. Temporary Road Closure - High Cross Road, Ivy Hatch - 10th July 2023 – Iron works. It was reported that there was another closure on High Cross Road to fix the water leak. The Clerk was asked to ask Nick Connell to strim the area by the stream and Orchard House.

**Allotments** –Update - Nothing to report.

**Recreation Ground & Car Park** –Wicksteed repairs & Container repair – dates to be advised.

Removal of nettle on Skips path and strimming banks around Tennis Club - now completed. Cllr Willingham to ask James Hayward to strim the road side of the car park and rotavate and reseed the trench from new water main. Cllr Fielder said that the area by the bridge and the lime trees needs strimming. The Rospa Inspection is due in July. Cllr Mitchem reported that a contractor had been to look at removing graffiti from the climbing frame, he managed to remove some of it by chiselling it out and can stain the remaining woodwork, This was agreed. The Clerk investigated a self-closing gate to the entrance to the recreation ground and suggested that a simple hydraulic arm would achieve the same result and had found one for around £168. It was agreed that we should go ahead and buy one and Cllr Fielder agreed to fit it.

**Tennis Club** - Goat Willow - work has been completed to reduce the tree and the Tennis Club have now asked for it to be taken down as it is still leaving debris on the tennis courts. Cllr Willingham has spoken to Treeability about removing the tree and Cllr Hall suggested that the Tennis Club pay for a replacement tree. CCTV – it was decided that we would not install extra cameras as the range of the existing ones were adequate. There was a request for signage to the Tennis Club from A25 but it was not thought to be necessary.

**Village Hall** - Update - Solar Panels – Cllr Willingham received a quote for PV solar panels, a 9kw battery, installation and scaffolding for £13,420 and has asked TMBC whether we need planning permission. Cllr Holden asked whether the capacity of the battery would be adequate and Cllr Willingham thought that 6kw would suffice. The electricity bill was £400 per month but it has recently been reduced due to a lower tariff. Cllr Hall suggested we find out how much the currently electricity costs are to weigh up whether it would be worth the investment. Cllr Willingham reported that the village hall still had the covid grant and asked whether the Parish would consider matched funding. Cllr Holden suggested that we may be better of spending the money on modernising the hall and toilet facilities and installing Wi-Fi. Cllr Holden will speak to Paula Price and we will revisit at a future meeting.

Cllr Willingham has asked for a local contractor to install the changing station and repair a broken tap. Cllrs Mitchem and Hogarth recommended other handymen if needed. The Clerk obtained a price of £104 for a new salt bin and it was agreed that we should go ahead and order one. The existing crate will need to be removed beforehand.

**Flooding** – Busty & drainage mapping – Cllr Holden reported no issues following the storm at the Busty this morning and handed out maps for the drains to be marked up. Cllr Emmett reported that Common Road had flooded this morning but had drained quite quickly but all of the drains need clearing and he would email Cllr Rayner.

**Ightham Mote & Campsite** – Update from site meetings – Cllr Mitchem reported that she had attended the opening of the campsite at Oldbury and that it was very smart. It has been taken over by the National Trust from the Camping and Caravanning Club. Several Councillors attended Ightham Mote to look at the plans for the new car park.

**A25/Spring Lane** – Broken bench -Cllr Willingham has asked James Hayward to remove it.

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**Trees** – Sites for Queens Green Canopy Trees - defer. Tree work at Ivy Hatch – Cllr Willingham reported that some branches needed to be removed from an Oak Tree on the triangle of Ivy Hatch as there was concern from a neighbour that they may fall. Clerk to report to Kent Highways. Cllr Willingham has been approached by the Church about some trees on the church approach that need to come out and we have been asked to contribute to the cost of removal. It was decided that we would investigate further before making a commitment.

**Social Media** – The Clerk reported that she attended a training session on social media for Parishes but remained unconvinced about the best means of communication and would ask Gel Creative if we could link something with the website. Cllr Burgham said that it was important to engage with residents and the Clerk said it would be useful for alerts and consultations like the Local Plan. We have used Next Door in the past.

**Noticeboards/Benches** – The Clerk reported that the noticeboards at the Harrow and the recreation ground need varnishing and minor repairs and the noticeboards outside The Ightham Club and Oldbury Close need replacing. The Clerk will get a price for replacements and the broken boards should be removed. Cllr Willingham reported that he had asked a handyman to varnish the benches.

## 9. FINANCE & POLICY

**9.1** The following accounts were submitted for payment: proposed by Cllr Fielder and seconded by Cllr Hogarth.

Clerks Salary	£839.20
HMRC – Clerks Tax *	£22.00
Clerks Expenses	£16.70
Gel Creative - (Standing Order)	£50.00
EDF – Electricity Pavilion (Direct Debit) (Note DD payment reduced to £1 from July)	£206.00
Zen Internet - Business Full Fibre 2 Price rise*(Direct Debit)	£54.61
Zen Internet – Additional Payment adjustment (Direct Debit)	£1.96
Anthony Edwards – Work at Parish and Churchyard	£1,207.86
JH Gardening – Grass cutting	£tbc
TMBC – Bins for Coronation	£93.58
Portaloos for Coronation	£288.00
Lucas Electrical – Repair to path lights	£200.00
Treeability – Crown Reduce Goat Willow Tree work, Rec	£244.80
Rialtas – Software Licence renewal	£tbc
Ightham Village Hall rental (Cheque payment)	£240.00
R Willingham – Brackets and postcrete for bench (Cheque payment)	£95.00

Transfer £30,000 between NW deposit account to NW current account and cheque to Unity Trust Bank

### Bank Statements:

Unity Trust Bank £67,154.62 (31/5/23)  
NatWest Deposit Account £178,174.61 (31/5/23)  
NatWest Current Account £86,346.10 (27/4/23)

## 9.2 Income

Llewellyn - Allotment Rental	£100.00
Davies – Allotment Rental (April)	£50.00
Interest NatWest	£172.00

Cllr Hall recommended looking at higher interest accounts and keeping funds within the deposit account.

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The Clerk presented the AGAR and accompanying financials for 2022-3 which has been circulated in advance

**9.3** Annual Governance Statement 2022-3 Section 1 - Approved and signed by Clerk and Cllr Willingham

**9.4** The Accounting Statements 2022-3 Section 2 - Approved and signed by The Clerk and Cllr Willingham

To note deadlines and procedure for publication on Parish website – by 1st July 2023

**9.5** To sign mandate for CAF Bank - defer to July.

## 10. PLANNING

### 10.1 Planning Applications

**TM/23/01016/FL** Ruffits Farm House, Fen Pond Road. Enlargement of existing farm access. "No objection"

**TM/23/01077/LB** Tudor Cottage, Trycewell Lane. Listed Building Application: To fit into the existing chimney flues facing the front of the house, 1x pepperpot cowl (to cap but maintain ventilation) and 1x terracotta coloured WindKat terminal chimney pot (to reduce water ingress, damp, vermin access and improve inglenook draw efficiency). "No objection."

**TM/23/01145/RD** Sandleford Warren, Copt Hall Road. Details of condition 3 (Parking), 4 (Cycle storage) and 5 (Ecological strategy) submitted pursuant to planning permission TM/23/00522/FL (Change of use of existing outbuilding to a 2 bed detached dwelling)

**TM/23/01160/FL** - Oaklands Back Lane. Proposed single storey extension. "No objection."

**TM/23/01219/LDP** Ashwell Mote Road, Ivy Hatch - Lawful Development Certificate Proposed: Erection of domestic outbuildings, external alterations to the existing dwelling and associated hardstanding. "No comment"

**TM/23/00963/TNCA** 25 Upper Spring Lane. T1: Dying Sweet Chestnut marked in woodland - Fell to ground level to remove risk of failure. T2: Twin Stemmed Dying Sweet Chestnut marked in woodland - Fell to ground level to remove risk of failure. Woods are used by residents on a regular basis, and this is a safety hazard. "No objection."

**TM/23/00970/FL** Woodlands, Sandy Lane. Erection of single storey extension and two infill extensions together with a detached garage. "No objection."

**TM/23/00976/FL** - The Gatehouse, Rectory Lane - First floor roof extension to create a new bedroom, bathroom and ensuite. "No objection."

**TM/23/00980/LB** - Mote Farm, Mote Road. Listed Building Application: Works to garage on the northern edge of the curtilage to include, removal of the entire existing thatch roof, and installation of new thatch to be laid as per the existing style and material. The internal dividing wattle and daub wall is in a vulnerable state and is at risk of further deterioration. Therefore, the proposal also involves this section of wall to be preserved in an acrylic casement to reduce further deterioration.

**TM/23/01047/TNCA** Spring Cottage, Trycewell Lane. G1 (applicant ref) 2 x Silver Birch - Reduce in height by 50% (Approx 4m). T1 (applicant ref) Sycamore - Reduce by 50% (Approx 3m). G2 (applicant ref) 2 x Silver Birch - Reduce in height by 50% (Approx 3m). "No objection."

**23/01199/NMA** - The Barn, Ightham Court, Fen Pond Road. Non-Material Amendment to Planning Permission TM/22/01213/FL to allow alterations to the utility room size and floor plan, alterations to the fenestration and position, the omission of a ridge-light, the addition of conservation roof-lights, change of material to the roof and adjustment to the eaves height, and increase in width of 2no. existing windows.

**TM/23/01240/TNCA** – The Old Rectory, Rectory Lane, Ightham, Sevenoaks, Kent, TN15 9AL. 1 x Acacia (applicant ref. T1) – Remove. (EXEMPT WORKS – 1 x dead Walnut (applicant ref. T2) and 1 x Silver Birch with significant basal decay (applicant ref. T3) – Remove) *Cllr Holden to comment.*

**TM/23/01236/TNCA** – The Old Rectory, Rectory Lane, Ightham, Sevenoaks, Kent, TN15 9AL 1 x Dove Tree (applicant ref. T1) – Dismantle tree to ground level to enable replanting of tree in an

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alternative position to provide a screen on the boundary of property: 1 x Acacia (applicants ref. T2) – Dismantle tree to ground level to enable replanting of tree in an alternative position. Tree currently in decline: 1 x Holm Oak (applicants ref. T3) – Reduce primary distal limbs overhanging neighbouring property’s boundary by approximately 6m to reduce weight and wind stress in order to prolong the life of the tree due to a pocket of decay at it’s base: 1 x Beech (applicants ref. T4) – Cut back approximately 4m from over extended limb back to crown to re-balance crown. *Cllr Holden to comment.*

**TM/23/01259/FL** – Farley Cottage, Copt Hall Road, Ightham, Sevenoaks, Kent, TN15 9DT. New dormer extension to front and new entrance canopy, alterations to the external appearance including photovoltaic panels, new brick/timber cladding and alterations to fenestration. “No objection.”

## 10.2 Planning Applications APPROVED

**TM/23/00928/TNCA** Ightham Mote - G1 (applicants reference) Group of large overgrown laurel on east side of gate to south lake, between bridle way and builders yard. Low down screening becoming ineffective. - Reduce to approx 1.5-2m to allow easy maintenance and encourage leaf growth low down to improve screening. Sever ivy on large Hollies by Builders yard access gates. T2 (applicants reference) - Large, leaning Norway maple, leaning over south west Garden.- Remove section of chestnut Piling fence to gain access from bridle way. - Dismantle tree in sections to near ground level.

**TM/23/00814/FL** - The Groom, Chart Farm, Styants Bottom Road, Seal Chart Sevenoaks Kent TN15 0ES. Demolition of existing dwelling and erection of replacement dwelling with associated parking.

**TM/23/00209/FL & TM/ 23/00210/LB** - Corners, The Street. Listed Building Application: Demolition of 2 single storey rear extensions and garage structure. Erection of new replacement single storey rear extension together with internal alterations, including rear windows and doors, and erection of new single storey outbuilding.

### CERTIFIED

TM/23/00555/LDE - Land Opposite Rose Wood, Ismays Road, Ivy Hatch, Sevenoaks, Kent. Lawful Development Certificate Existing: To confirm use as domestic storage.

### REFUSED

TM/23/00677/FL - The Coach House, Stone Street Road. Proposed swimming pool and a changing room. Pool motors will be housed within an existing structure.

## 10.3 Draft Kent Minerals and Waste Local Plan 2024-39 and Draft Kent Mineral Sites Plan - Regulation 18 Public Consultation June 2023

## 11. CORRESPONDENCE – (\* circulated in advance)

**TMBC- Parish Infrastructure Statement** for completion 16<sup>th</sup> June 2023 – s. 106 money allocation - Ideas to include: Roundabout at Oldbury Lane/Sevenoaks Road junction, resurfacing of recreation ground car park, rebuild of Ightham Village Hall - agreed - Clerk to complete our statement.

**Community Payback Scheme** - Nominate a project in your area. – suggestion of litter picking in the recreation ground.

KALC News June 2023

St Peter’s news sheet\*

Kent Plan Tree - Call for Sites

KALC T&M Area - 13th July 2023 – Zoom

KALC Annual Councillors Conference - 6 July 2023 – Appledore

KALC - Our venue based Dynamic Councillor Events \*

Great Big Green Week in Kent 2023 10-18 June 2023

**Kent Police** – Letter from Terry Newman about attendance of Police Community Support Officers and Police Officers at local parish meetings (30/5/23)

Letter of introduction of Nick Atkinson, new Beat Sergeant for T&M Community Safety Unit.

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



Parish Partnership Panel Meetings- Thursday 15 June 2023 - 7.30pm TMBC Offices or via Teams\*, 31 August, 2 November, 8 February, 30<sup>th</sup> May. Cllrs Clark and Hogarth to attend on 31 August Kent PCC Newsletter - Special Edition 2023 – Rural Crime\*

**Request for funding of Duck House at Ightham Mote** - £480 – Agreed that we would contribute. \*1000th Farmers Market - Thursday 6th July 2023 9.30am – Clerk to attend with Cllrs Holden and Willingham

Email from resident regarding speeding on BG Road – agreed that we would get a quote for a speed survey and to carry out in the vicinity of the post box.

Email from Ightham PSA regarding parking bays – agreed that we would look at simple solutions to mark out the bays, Cllr Burgham recommended something similar to parking bays at Hildenborough Golf Club and agreed to circulate photos.

Police Report - circulated – parking on pavement at Oldbury close and 2 accidents on A25, one involving a tractor.

Letter from young resident asking for safety measures on A25 after witnessing an accident - the Clerk will write back to say that we are trying to improve safety and encourage continued use of the footbridge.

**12. AOB** – Cllr Mitchem asked for an amendment to wording about traveller allocation in the Parish magazine; the clerk has sent this through to the editor.

Cllr Mitchem asked whether we should take up with TMBC the restriction on parking to 23 hours? Consensus was this was useful in deterring long term parking.

Cllr Mitchem said that there was a concert of the King’s Men at the Church on 20<sup>th</sup> July.

Cllr Mitchem reported that the school had raised £9k at the Coronation Fayre.

Cllr Hall reported 2 broken steps and a broken handrail at the woodland in Nutfields. The Clerk will report this to the resident’s association,

The Clerk was asked to compare energy consumption at pavilion with last year.

Cllr Burgham reported that the recycling bins haven’t yet been removed from the village hall car park.

The meeting closed at 10.30

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