



7/23

**Minutes of the Meeting of the Parish Council held on Tuesday 18 July 2023 at 7.30pm at Ightham Village Hall**

**Present:** Cllr Willingham (Chair), Cllr Holden (Vice Chair), Cllr Clark, Cllr Emmett, Cllr Fielder, Cllr Mitchem, The Parish Clerk and County Councillor Rayner

**1. APOLOGIES FOR ABSENCE** - Cllr Burgham, Cllr Hogarth, Cllr Hall

**2. DECLARATION OF INTERESTS** - None

**3. DELEGATED AUTHORITY – *Delegated Authority S101 Local Government Act 1972*** The Parish Council has the option for the business of the Council will be conducted under a Scheme of Delegation passed by resolution at a meeting of the Parish Council on 18<sup>th</sup> July 2023. The Parish Council RESOLVED that where a decision on a planning, financial or commercial matter is required before the next full meeting of the Parish Council, the Clerk together with the Chairman and/or Vice Chairman shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. This will be carried out by consultation with members by electronic means (Zoom or email) or telephone. The clerk will further consult with the chairman for guidance as necessary. Any decisions made under this delegation will be recorded in writing and must be published in accordance with the relevant regulations. Any decision will be ratified and recorded in the minutes of the meeting immediately following the decision.

**4. PUBLIC** - No members of the public were present at the meeting

**5. MINUTES** - The Minutes of the Meeting held on Tuesday 20 June 2023 were agreed with a couple of amendments made in manuscript.

**6. REPORTS FROM COUNTY COUNCILLOR –** Cllr Rayner reported that he had attended a meeting with 2 KCC Drainage Engineers to look at the situation at Old Lane where there has been repeated flooding outside Glenna. The egress is from Ferndale onto Old Lane with additional drainage from Yew Tree. Allegedly, the water is coming off Redwell Lane and from Nutfields across the Nut Platt in Ferndale and onto Old Lane. Cllr Rayner has written to KCC Officers with details of the planning references for Nutfields (formerly Redland Tiles) and the Travellers site to see whether there were any drainage plans when the houses were built. Cllr Rayner has asked KCC Highways Drainage to write to the owners of Ferndale to put them on notice, that they should take appropriate steps to prevent drainage of water onto Old Lane. The reason is to prevent the egress of water onto Old Lane which prevents the residents at the North end gaining access to their property during heavy rainfall. Ferndale is currently up for sale and the notice will serve to alert prospective buyers of the situation. Cllr Rayner also took the engineers to look at drainage issues on Oldbury Lane and has an arrangement for them to come back to him with recommendations and will then arrange a meeting with residents. Cllr Mitchem asked whether they had looked at both flooding issues? Cllr Rayner said that they had just looked at the issue of run off from Oldbury Hill but will investigate the other flooding issue. Cllr Fielder said that the bund would need to be rebuilt to deflect the water and it would be useful to meet again to come up with a workable solution.

Cllr Rayner reported that there had been a lot of work in connection with buses and that the Travel Saver would continue at an annual cost of £450. Autocar don't envisage any changes to the school bus service. The BSIP funding has now come in and is being used to help bus companies. No changes are expected from KCC vis a vis transport to July 2024, however the situation from 2025 doesn't look good as further savings of £150m will need to be made. This will affect transport subsidies and parents applying for secondary school places should bear this in mind as subsidies for bus passes may no longer be available.

There are several consultations open now (details on the KCC website):

KCC Local Transport Plan

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



Household Waste and Recycling Centres  
Community Wardens

Cllr Emmett raised the issue of drainage on Old Lane and suggested a separate meeting, he said that the issue was water coming from Nutfields onto Old Lane; there used to be a lake at the Redlands Tiles and it doesn't seem fair that the owners of Ferndale had to take responsibility for it, the onus should be on the developers of Nutfields. Cllr Emmett said that there was a map showing the drain going through Ferndale from Nutfields and that KCC would have been aware of this. A suggestion was made about declassifying the Lane so that a gully could be put in a water drained into a ditch. It was noted that this may have implications for residents so we would need to consult with them first. It was suggested that we should in the first instance establish what was necessary to declassify the Lane.

Cllr Rayner reported that Mike Taylor had reported on the strict 21-day call-in limit for planning applications at the recent KALC T&M meeting and advised that if there is any doubt about an application that we should ask our ward members to call in an application.

**7. REPORTS FROM BOROUGH COUNCILLOR**

**8. MATTERS ARISING**

**Highways & PROW Matters** - HIP update- The gateways are yet to be installed. 20mph speed limit at Oldbury & Spring Lane, Sevenoaks Road and The Street – the Clerk has contacted KCC and we are awaiting a feasibility review of the areas to see whether they are suitable and to establish the extent of the 20mph zones. We have been advised to await the outcome of this before writing to residents to ask whether they would be supportive of a scheme. Cllr Mitchem had spoken to Lisa Whitehead, our new PC, about various speeding issues throughout the village and asked whether police could do a speed check; she said that speeding was low priority and would be measured, time permitting, however each village was asking for the same. She did separately suggest setting up Community Speedwatch to monitor speed in the village and the Clerk has now registered Ightham Village for Speedwatch and several residents have already signed up to do the training. Once we have enough volunteers, they can start going out to do checks. We need to determine where; Bates Hill and Borough Green Road are obvious areas to be included. It was suggested that we put up Speedwatch posters which would help to reduce speed. IPC have just paid for a speed count on Borough Green Road, which started on 8<sup>th</sup> July and we are awaiting the results.

Cllr Mitchem has spoken to Police about issuing tickets for cars parked on the pavement and on the corner of Cobs Close following complaints from residents. Police have been in attendance and spoken to the school to ask parents not to park there. Residents aren't in favour of double yellow lines.

**Matters to report:**

It was noted that the speed indication device on A25 wasn't working.

It was noted that there were several water leaks in the village – including on Bates Hill and High Cross Road. They have been reported but have been ongoing for a while.

Potholes outside Langley on Redwell Lane.

**Old Lane** - Road closure notice in respect of Old Lane drain clearance 18.07.23

It was agreed that the clerk should write to Cllr Rayner about steps to declassify Old Lane.

**Allotments** –Update - It was noted that the Treeability had taken down a tree after a bonfire caused fire damage in one of the allotments. Clerk to write to resident to ask them to plant a replacement. It was also noted a house with an allotment garden was up for sale.

**Recreation Ground** - Wicksteed repairs – The Clerk reported that repairs were being carried out on 19<sup>th</sup> July. Container repair – dates to be advised. Removal of graffiti – play equipment due to be covered with waterproof stain. Backfilling and reseeding & rotivating trench from new water main – James Hayward due to do when ground is wet. Rospa Inspection – due in July. Gate – Clerk to order hydraulic arm. Broken light on footpath - Cllr Willingham has asked an electrician to repair.

Noticeboards and benches – Cllr Willingham will get quotes for repairs and treating the noticeboards

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



and benches in the recreation ground and around the village. The noticeboards at Oldbury and outside Ightham Club can be removed as they are rotten and the Clerk will get quotes for new ones.

**Recreation Ground Car Park** – Following several requests from parents there was a discussion about marking out parking bays. We are unable to mark the surface and it was decided that the most effective way would be to put in posts with reflective arrows similar to those at Hilbenborough Golf Club. Cllr Fielder will check the standard size for the parking bays and Cllr Holden will check the height of the posts which would need to go behind the sleepers.

**Tennis Club** - Removal of Goat Willow - We received 2 quotes to remove the tree and it was agreed to accept Nick Connells quote for £720.

**Village Hall** - Solar Panels - nothing to report. The changing mat has now been installed. We are waiting for a broken tap to be repaired. The Clerk has ordered a new salt bin which is awaiting installation. The Clerk reported that we have received a notice that the recycling bins in the lower car park will be removed during July and August and will put a notice on Next Door. The Clerk was asked to email TMBC about the restricted parking at the village hall.

**Flooding** – Busty & drainage mapping - ongoing. It was noted that strimming has been done along the Busty on Borough Green Road. Flooding/drainage issues on Old Lane – see above.

**A25/Spring Lane** – The bench has now been removed.

**Trees/Climate Change** – sites for Queens Green Canopy Trees – This was discussed at the recent KALC T&M meeting – Parishes are being urged to plant trees and come up with a Climate Change Plan including installing solar panels, planting trees and installing EV points. The Clerk reported that Shipbourne Parish has a Climate Change Plan in place and will circulate it.

**Social Media** – Update – The Clerk attended a seminar on social media and circulated information. It was suggested that we move to Microsoft 365 which would enable us to have better capacity than the current Ightham.org mail boxes. The Clerk will get a price.

**Arrangements for the annual parish meeting** on Thursday 14<sup>th</sup> September. The Clerk was asked to invite Cllr Betts and Cllr Rayner and various parish organisations.

**Trees** – Churchyard. Awaiting an arboriculturist report. We have been asked to contribute and will await the outcome of the report before deciding. Tree work may require planning permission.

**Ightham Primary School** – Car park – we have been asked to contribute towards fence repairs following an unfortunate accident last week. The school has received a quote for £4,800 and it was agreed that we would contribute 25% cost of repairs and ask the school to get 3 quotes and look at alternative solutions such as an armco barrier.

**Sovereign Inspection** – We have received details of a maintenance contract for the playground. It would be for 5 years at a total cost of £399 and they would inspect the playground twice a year and be able to source spare parts. This would be in addition to our annual ROSPA safety inspection. It was agreed that this was good value and that we should go ahead.

## 9. FINANCE & POLICY

**9.1** The following accounts were submitted for payment: Invoices initialled by Cllrs Clark and Fielder and Cllrs Willingham and Clark will authorise online payments.

Clerks Salary	£839.20
HMRC – Clerks Tax	£22.00
Clerks Expenses (Inc reimbursement salt bin £133.12)	£153.57
Gel Creative - (Standing Order)	£50.00
EDF – Electricity Pavilion (Direct Debit) (Payment reduced to £1 from July)	£1.00
Zen Internet - Business Full Fibre 2 Price rise*(Direct Debit)	£54.61
Anthony Edwards – Work at Parish and Churchyard	£1,500.84
JH Gardening – Grass cutting (May & June)	£2,304.00
Rialtas – Software Licence renewal PAID outstanding amount from June	£176.04
Kingfisher Direct – New salt bin village hall (reimburse S Huseyin)	£133.12

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nPower – Unmetered supply – Ightham recreation ground (Note increase)	£76.62
Marian Hemsted – Internal Audit Review	£500.00
TMBC – Uncontested election costs	£737.40

\*EDF = new tariff starting 8<sup>th</sup> September 60p standing charge and 32.1 kwh fixed 2 years.

## 9.2 Income

Interest Nat West - awaiting statements

9.3 To sign mandate for CAF Bank - defer to next meeting

9.4 Bank Statements were passed to Cllr Holden to check against bank reconciliations. Finances to end June 2023 were circulated to Councillors prior to the meeting on 17<sup>th</sup> July.

9.5 The Internal Audit Report was circulated.

## 10. PLANNING

### 10.1 Planning Applications

**TM/23/01245/FL** – Washington, Redwell Lane, Ightham, Sevenoaks, Kent TN15 9EH, Section 73 application to vary planning condition 2 of TM/21/03254/FL (materials) and planning condition 1 of TM/23/00849/NMA (plans) to permit minor amendments to the fenestration arrangements:

TM/21/03254/FL: Demolition of conservatory. Part one/ Part two storey rear extension incorporating a first-floor terrace, conversion of loft to habitable room and extension to existing porch. Conversion of detached garage to habitable room. Internal and external alterations and associated landscaping works as amended by TM/23/00849/NMA: Nonmaterial amendment to permission TM/21/03254/FL to add an approved plans condition. “No objection”.

**TM/23/01374/RD** - Ightham Mote, Mote Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NT. Details of condition 3 (Hard and soft landscaping and boundary treatment to glasshouses site) pursuant to planning permission 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. “No objection.”

**TM/23/01298/FL** - Ightham Mote, Mote Road, Ivy Hatch, Sevenoaks, Kent, TN15 0NT. Proposed installation of a substation kiosk adjacent to the existing substation with associated works in conjunction with Planning Applications TM/21/01278/FL and TM/21/01279/LB.”No objection.”

**TM/23/01438/FL** - Roselea, Ismays Road, Ightham, Sevenoaks, Kent, TN15 9BE. Single storey rear extension, front porch, new front fenestrations and garage conversion. *Cllr Mitchem to circulate comments.*

**TM/23/01516/FL** - Netherwood Coach Road Ivy Hatch Sevenoaks Kent TN15 0PF Single storey rear extension, addition of dormer to front elevation, internal alterations, changes to fenestration and materiality. Shed to be demolished. “No objection.”

### 10.2 Planning Applications APPROVED

**23/01240/TNCA** - 1 x Acacia (applicants ref. T1) - Remove. (EXEMPT WORKS - 1 x dead Walnut (applicants ref. T2) and 1 x Silver Birch with significant basal decay (applicants ref. T3) - Remove). The Old Rectory Rectory Lane.

**23/00627/FL** - Two storey part side extension with front facing dormers - Yew Tree Cottage Ismays Road.

**23/00865/TPOC** - 1 x Ash (applicants ref. T1 - front of house) - Crown reduction by up to 1m leaving residual height of 4m and spread of 3m. 1 x Cherry (applicants ref. T2 - adj. to Beech hedge) - Crown reduction by up to 2m leaving residual height and spread of 4m, Thin remaining canopy by 10%. 1 x Goat Willow (applicants ref. T4 - standing in neighbouring property 50 Nutfields) - Remove 2x low

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



branches overhanging drive. 1 x Goat Willow (applicants ref. T7 - in rear right corner of garden) - Crown lift to provide 3m ground clearance, reduce remaining crown by 3m from height and up to 2m of spread leaving residual height of 7m and spread of 5m. 3x Cherry (applicants ref. G8 - trees in rear garden) - Crown lift to provide 3m ground clearance on all 3 trees, Reduce all crowns by 3m in height and 2m spread, leaving a residual height of 7m and residual spread of 4m. All standing in Woodland W1 of Tree Preservation Order - 49 Nutfields.

**23/01047/TNCA** - 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) - Spring Cottage Trycewell Lane Ightham Sevenoaks Kent TN15 9HN. 23/00980/LB - 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 - Mote Farm, Mote Road.

**23/00963/TNCA** - 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 - 25 Upper Spring Lane.

### **10.3 Planning Applications WITHDRAWN**

**23/00970/FL** - Erection of single storey extension and two infill extensions together with a detached garage. Woodlands, Sandy Lane.

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

KALC News July 2023\*

St Peter's news sheet\*

West Kent Rural Grants Scheme **15 August 2023**. <https://www.sevenoaks.gov.uk/westkentruralgrants>

Draft Kent Minerals and Waste Local Plan 2024-39 and Draft Kent Mineral Sites Plan - Regulation 18 Public Consultation June 2023 – 25<sup>th</sup> July deadline\* No comment as unlikely to quarry in Wrotham due to being in AONB.

Ightham Village Hall Recycling Site closing – August 2023\* Noted above.

Supplement: Regulation 18 Consultation - Annex 2 - Questionnaire text answers to the agenda for Housing and Planning Scrutiny Select Committee, Tuesday, 18th July, 2023\*

KALC Annual General Meeting on Saturday 18<sup>th</sup> November 2023 at Ditton Community Centre

Ightham Mote Garden Party – Invitation\*

KALC T&M Area Meeting – Thursday 13<sup>th</sup> July 2023\*

Police Report

Local Plan update

KALC weekly update

Consultation - Kent County Council Local Transport Plan

## **12. AOB**

Date of next meeting – Tuesday 19<sup>th</sup> September 2023 - Ightham Village Hall at 7.30pm.

Date of Annual Parish Meeting – Thursday 14<sup>th</sup> September 7.30pm – venue to be confirmed.

Scout AGM on Sat 23<sup>rd</sup> Sept - Recreation Ground

The footpath near the footbridge needs mowing

The meeting closed at 10.30pm and went into Part 2

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