



10/25

Meeting of the Parish Council held on Tuesday 21 October 2025 at 7.00pm at Ightham Village

MINUTES

Present: Cllr Willingham (Chair), Cllr Holden (Vice Chair), Cllr Burgham, Cllr Emmett, Cllr Hall, Cllr Hogarth, Cllr Mitchem, The Parish Clerk, Beat Officer Dylan McElligott, County Cllr Rayner

- 1. **APOLOGIES FOR ABSENCE** - Cllr Gunson
- 2. **DECLARATION OF INTERESTS** – Cllr Emmett declared an interest in Arboret
- 3. **PUBLIC** - *No members of the public were present.*
- 4. **MINUTES** - The Minutes of the meeting held on Tuesday 16 September 2025 were approved and signed as a true record.
- 5. **REPORTS FROM POLICE & COUNTY COUNCILLOR** - Our Beat Officer PC Dylan McElligott gave an overview of recent crimes in Ightham including instances of suspicious behaviour, a vehicle theft and a garage break-in. Dylan is responsible for 9 other Parishes. Dylan has also carried out speed checks on the Borough Green Road and found that drivers are generally keeping within the speed limits. At a check on 10.10.25, 1 ticket was issued to a driver doing in excess of 40mph. Dylan said that he was happy for his email address to be shared.
County Cllr Rayner reported that there had been a lot of activity within Reform with some members being suspended and some defecting; they are down to 50 seats. Local Government Reorganisation arrangements are continuing with 3 Unitaries being preferred. Reform have asked the management consultants to run figures based in a single Unitary as they are looking to demonstrate that disaggregating to 3-4 Unitaries would cost £100m plus whereas a single Unitary would cost significantly less. The deadline for the proposals is 28th November 2025. Cllr Rayner attended a meeting this morning with local Parishes including Platt, Plaxtol, Wrotham, Shipbourne, Ightham and Borough Green. The Parishes agreed to look at the issues and add a Parish wide view to be taken into account.
The Local Plan is due to come out this evening, papers have already been circulated in draft by Cllr Mike Taylor.
Regarding adult services, an additional £30m was spent to end June and Cllr Rayner estimated a similar figure was due to be announced to date.

At KCC, several environmental policies are not now going ahead.
Cllr Willingham commented that the Borough Green Gardens development was back in the Local Plan however, if approved it would take at least 8 years to build as the road from Dark Hill to Wrotham Heath would have to be completed first.

Cllr Rayner left at 7.35pm

6. MATTERS ARISING

Highways & PROW Matters – HIP update — Following a collision of a truck with a telegraph pole near to the bus stop on The Street in October, KCC have suggested that we can request school children warning signs on our HIP. It was unanimously agreed that we should request this and also ask KCC if there are any other feasible safety measures to protect the school children waiting at the bus shelter. **Approval 20mph signage Oldbury** – Kent Highways have circulated the design scheme for the 20mph limit at Oldbury, this was unanimously approved. **Bates Hill** - The Clerk reported that she had received a request for traffic calming on Bates Hill and will chase up the lining and signing scheme and find out when it is going ahead. **Old Lane** – We have received information from Kent Highways to say that the process for introducing a prohibition of motor vehicles is underway and they

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



will let us know once they're at the consultation stage. Access will be allowed for residents. This is likely to conclude in spring 2026 for implementation early in the new financial year.

The Highway Maintenance Team is arranging for sweeping to take place in January and February. A site visit will then take place mid-February to determine the works needed (likely to include regulating, profiling the ironwork and possible installation of lockable bollard/s pending approval) and subsequent costs. The team is currently aiming to deliver the maintenance works in April 2026.

Velocity Scheme for The Street – Velocity have suggested a traffic scheme to slow traffic entering The Street from Borough Green Road and it was agreed that we should go back to ask them how to progress it with Kent Highways and find out whether it was feasible before taking the next steps.

Mirror on Back Lane junction – The Clerk has been in contact with the landowner who has given permission to put up the mirrors. The Clerk has ordered 2 mirrors and Cllr Willingham will ask James Hayward if he can put them up on metal posts. Cllr Holden suggested that removing the grass verge would improve safety at the junction, The Clerk will put in a request to Kent Highways. **Back Lane bus stop** – Cllr Holden said that he would look at removing the timetable. South East

Water - Temporary Road Closure - Ismays Road, Ivy Hatch - 27th October 2025. Winter preparation – The Clerk has ordered salt bags for the village hall and footbridge.

Cllr Hall reported that the salt bin at Redwell/Common Road was only quarter full.

The ongoing leak on The Street was mentioned and the Clerk said that she would write to Tom Tugendhat.

Allotments - Nothing to report

Recreation Ground –. Playground repairs – Quote £575 for woodwork - agreed. Quote £2,284.80 equipment and maintenance - agreed. Surfacing quotes - Awaiting. Emergency Tree work at Skips retrospective approval - £348 plus VAT. VTA Recreation Ground quote £450 plus VAT - agreed. Split tree on path to Skips quote to remove £480 plus VAT - agreed. The Clerk reported some changes at the Football Club, Peter Donovan is taking it over and The Clerk has been in contact and will let him have a set of keys for the barriers. They will take care of maintenance of the goal posts which have been fixed. The planning application for the recreation ground sign has gone to TMBC and we are awaiting approval.

Village Hall – Update – Discussed in Part 2.

Flooding – Busty Stream – Clerk to ask James Hayward to clear vegetation from the banks and ask KCC about clearing the riverbed. Basted Mill – The Clerk attended a meeting with Cllr Taylor and TMBC on 16th October to discuss a proposal for nutrient attenuation berms at Basted Mill. Cllr Taylor had expressed concern about this potentially causing back up into the Busty, is in an EA flood risk area. Having discussed the plans in detail, both the Clerk and Cllr Taylor were satisfied that their proposals were unlikely to increase the flood risk, and that they had taken on our concerns and would monitor the scheme closely to eliminate even that small risk.

Oldbury Annexe –New lease. The lease has been drafted largely based on the old lease with the addition of a deposit clause as it is now a commercial lease. The lease was agreed, and it was resolved that Cllr Willingham and The Clerk would sign on behalf of the Parish Council. It was agreed that the school could access the annexe once their part of the lease was signed and the deposit and rent received. Cllr Hall asked who was responsible for the legal fees? The Clerk said that there had been no prior agreement for the school to pay the fees. We are awaiting an invoice from Warners.

Archive - Replacement archivist – we are continuing to advertise in the Parish Magazine.

TMBC ASB Enforcement Team – Report has been circulated, and the Team have been in attendance to speak to parents about parking on Oldbury Lane. There has been an incidence of graffiti on Oldbury Lane and an intruder at Skips, both have been reported, and we understand that someone has now been detained.

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



St Peters Church– Update. Meeting arrangements to discuss maintenance of the churchyard – yet to be arranged. Request for increased support for Parish Magazine to £1,400 – having seen the income and expenses figures, it was agreed that we would keep our contribution to £1,000.

Meetings - KALC T&M Area 9.10.25 – Cllr Willingham and The Clerk attended – The local government reorganisation, the local plan and local policing were discussed. Local Government Reorganisation 21.10.25 - Cllr Mitchem attended this meeting organised by Marius Carboni at Plaxtol PC. There is a concern amongst Parishes that extra responsibilities will be placed upon them and he would like to respond to the submission to state what we are and are not prepared to take on and for extra responsibilities will expect training and an extra budget. Cllr Mitchem will circulate a note.

KALC LGR Update with Matt Boughton on Thursday 6th November 2025 at 7:30 pm - Teams

7. FINANCE

7.1 The following accounts were submitted for payment: Proposed by Cllr Emmett and seconded by Cllr Mitchem. Cllrs Hogarth and Hall initialled invoices and Cllr Hogarth will authorise the payments. The Clerk passed Bank reconciliations to Cllr Holde. Finances to end September 2025 including Receipts and Payments and Budget reports were circulated in advance of the meeting

Clerks Salary & Expenses	£994.92
TMBC – Planning Application Fee (reimburse S Huseyin)	£84.00
Amazon - Zoll Defib pads (reimburse S Huseyin)	£259.00
Amazon - Traffic Mirrors x 2 (reimburse S Huseyin)	£109.98
UK Planning Maps (reimburse S Huseyin)	£73.80
(Total Payable S Huseyin)	<u>£1,521.10</u>
Clerks Tax & NI	£5.60
Clerks Pension	£32.64
Gel Creative - (Standing Order)	£50.00
EDF – Electricity Pavilion (Direct Debit)*	£208.69
Zen Internet – Broadband at the Pavilion	£54.61
Velocity – Highways	£300.00
Anthony Edwards -Parish and Churchyard maintenance	£1,251.52
Npower – Unmetered electricity supply	£106.397
Scribe – New Finance Package DD	£62.40
Business Stream - Water rates for pavilion DD	£28.00
Ightham Village Hall – Rental	£262.50
Kent County Playing Fields Association - subscription	£20.00
Fergus Brady – Cleaning brickwork and windows and village hall	£150.00
Treeability – Emergency Tree work at recreation ground	£417.60
Bank Charges	£6.00

Income:

Precept: £66,075.50, Skips Rent £605.00

NatWest Interest £296.13

Balances 30.9.25 Current accounts: Unity: **£71,189.01**, NatWest: **£ 38,156.36**

NatWest Deposit account: **£350,887.36**

8.2 POLICY - Review of: Financial Regs/Standing Orders – The Clerk has reviewed both and reported that the figures listed under the clause for Public Contracts Regulations 2015 were inconsistent so will check which is the correct one. The Clerk also said that under the Financial Regulations we should endeavour to get 3 quotes for works more than £3,000 and this figure should be increased to £10,000. This was agreed; the Clerk will amend the documents and circulate them for approval. Emergency Report to be reviewed.

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



8.3 Gov.UK website and email addresses, compliance with WCAG2.2AA (accessibility) and new IT Policy to meet Assertion 10 AGAR. The Clerk is waiting to hear back from the Consultant.

8.4 Banking – The Barclays bank mandate has been completed, and we are waiting to hear whether the account has been approved.

Cllr Holden reported that he had seen that the FSCS limit was due to increase from £85,000 to £110,000 in December and was awaiting sign off from the Government.

9 PLANNING Tonbridge & Malling Local Plan – Regulation 18 consultation – A plan for 3,000 new houses at Borough Green Gardens has been included although subject to caveat mentioned above. Ightham has been allocated 18 houses in Rectory Lane and Fen Pond Road, recognising that most of the village falls within national landscape. The consultation will run from 10th November until after Christmas and we will need to discuss the proposals in detail at one of our next meetings. Matt Boughton has offered to come and speak to Parishes about the plan and how to respond. The possibility of having a joint meeting with Borough Green was discussed and it was agreed that this would be a good idea. This is the first stage of the process; more sites can be added at Reg 19 which will be after Christmas.

Cllr Taylor is also applying for Borough Green to become a Town, it will need the approval of the Parish Council and they are currently consulting on this. If it does become a town, it will add some protection for Ightham as there has to be a green wedge separating the villages.

9.1 PLANNING APPLICATIONS

25/01515/PA SOUTH VIEW, FEN POND ROAD, IGHTHAM, SEVENOAKS, TN15 9JF

Operation description: Concrete foundation 6m x 4m. “No objection.”

25/01555 GLENWOOD, SPRING LANE, IGHTHAM, SEVENOAKS, TN15 9DR

T2 large Sweet Chestnut leaning towards house on edge of lawn area- Crown reduce top two limbs towards house by 3-4m to reduce the unbalanced tree and reduce the risk of failure onto house. “No objection.”

25/01499/PA LAND AROUND DARK HILL FARM, Borough Green Road, Ightham, Sevenoaks.

Details of Conditions 13 (Surface water drainage) and 14 (Foul drainage) submitted pursuant to planning permission TM/23/02007/FL (Erection of a two-storey residential 4 bed dwelling along with parking, landscaping and associated works)

25/01536/PA IGHTHAM RECREATION GROUND, Sevenoaks Road, Ightham, Sevenoaks.

Advertisement Consent for 1 x double post mounted sign. “Support”

25/01634/PA OLDBURY PLACE, SPRING LANE, IGHTHAM, SEVENOAKS, TN15 9DR. Remove a conifer that is dead on the property. “No objection.”

25/01632/PA LITTLE HOLT, COPT HALL ROAD, IGHTHAM, SEVENOAKS, TN15 9DU. Details of conditions 3 (materials) and 8 (archaeology), submitted pursuant to planning permission TM/25/00394/PA (Erection of detached five-bedroom dwelling and double garage)

25/01662/PA THE TOWER, OLDBURY PLACE, SPRING LANE, IGHTHAM, SEVENOAKS, TN15 9DR. Oak tree- Trim semi-broken areas off branch. Branch is now at very high risk of falling and damaging neighbours barn. “No objection.”

25/01667/PA ARBORET, OLDBURY LANE, Ightham, SEVENOAKS, TN15 9DD. Section 73 application to vary condition 3 (plans list) of planning permission TM/23/03379 (Erection of new detached dwellinghouse with associated access and vehicle parking facilities) to replace the open-air car port with an enclosed, secure double garage. “No objection.”

Highways Act 1980 - Section 119 - Order Making Authority: Kent County Council Title of Order: THE KENT COUNTY COUNCIL (PUBLIC FOOTPATH (MR614 (PART) IGHTHAM) PUBLIC PATH DIVERSION AND DEFINITIVE MAP AND STATEMENT. We have been asked whether we wish to make representations about the proposals for the diversion. The Clerk was asked to write back to say that we stand by our original comments.

9.2 PLANNING DECISIONS – APPROVED

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



25/01110/PA LAND AROUND DARK HILL FARM, Borough Green Road, Ightham, Sevenoaks. Details of Conditions 2 (External Materials), 4 (Finished floor levels), 5 (Landscape), 8 (Noise assessment), 12 (Refuse), 15 (Construction and Environment management plan), 16 (External lighting) and 17 (Bio Diversity) submitted pursuant to planning permission TM/23/02007/FL (Erection of a two storey residential 4 bed dwelling along with parking, landscaping and associated works)

25/01182/PA OAKFIELD HOUSE, COPT HALL ROAD, IGHTHAM, SEVENOAKS, TN15 9DU, Details of condition 3 (archaeology (i)), 4 (slab levels) and 6 (landscaping) submitted pursuant to planning permission TM/24/01581/PA (Demolition of existing dwelling house and erection of replacement dwelling house)

25/01216/PA COPTHALL, ISMAYS ROAD, IGHTHAM, SEVENOAKS, TN15 9BB. 1 x Sweet Chestnut - Reduce 1 branch on north/east side of crown (shown completely within black circle of agents annotated photo received on the 9th October) by 2.5 meters leaving at healthy growth point(s), remove epicormic growth and remove deadwood. T2 of Tree Preservation Order.

10. CORRESPONDENCE – (* circulated in advance)

Plaxtol PC meeting of neighbouring parish councils to discuss LGR

KALC News October 2025*

KALC Training Bulletin & Weekly Briefings

PPP – 20th November TMBC Offices or via Teams – Cllr Mitchem and Cllr Willingham will go.

KCC Budget consultation - visit <https://letstalk.kent.gov.uk/budget-consultation-2026-27>

Mike Taylor – Borough Green Consultation - Do we become a Town?

Funding request: Baby Umbrella charity

24 hour charity tennis match - permission for floodlights – June 2026 - Agreed

KALC COMMUNITY AWARDS SCHEME 2026 – Councillors to circulate ideas

NOTICE OF THE 78th ANNUAL GENERAL MEETING – SATURDAY, 22nd NOVEMBER 2025

New Grants Available to Support Older Adults in Kent - online information session (9 October to 12 November)

Donation request from the West Kent Autism Parents' Support Society – Agreed to donate £100

Tonbridge & Malling Public Space Protection Order Consultation

<https://www.tmbc.gov.uk/community-services/pspo-consultation> - closes 2 November –

Agreed that the Clerk should respond about including catapults in the Order.

Asian Hornet monitoring traps for farmers and landowners

New Updated Guide to Developing Affordable Homes in Rural Communities

Mike Taylor – Informal Register of Historic Landfill Sites – The Clerk reported that the Ightham sites were included in the register

KCC Highways and Transportation Parish Seminar 22.10.25 – Clerk attending

KCC Road Safety & Active Travel Group Newsletter

Combined Member Grant scheme – Deadline for applications February 2026 – Suggestion that we can apply for this our website.

Grounds Maintenance Services - Cherished Services a Kent-based grounds maintenance and grave tending business

AOB

Cllr Mitchem reported that she was still awaiting an answer from Cllr Betts on the litter spend in the Borough.

The Clerk reported that a new pub called the Pig and Pickle was due to open at Crown Point.

Cllr Holden reported that there was some new exercise equipment in Wrotham Park. The Clerk will email the Clerk for details.

The meeting went into Part 2 and closed at 21.55

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