



11/25

Meeting of the Parish Council held on Tuesday 18 November 2025 at 7.00pm at Ightham Village Hall

MINUTES

Present: Cllr Willingham (Chair), Cllr Holden (Vice Chair), Cllr Burgham, Cllr Clark, Cllr Hall, Cllr Hogarth, Cllr Gunson, Cllr Mitchem, The Parish Clerk, County Cllr Rayner, Dylan McElligott and 2 members of the public.

1. APOLOGIES FOR ABSENCE - Cllr Emmett

2. DECLARATION OF INTERESTS - Cllr Hogarth in relation to planning application 25/01853 and Cllr Clark in relation to planning application 25/01719/PA.

3. PUBLIC -Members of public were in attendance to ask about the two sites in Ightham that have been put forward in the draft Local Plan. One of the sites is within the greenbelt on Rectory Lane. They were concerned that the consultation period is short and wanted to know how the sites had been chosen. Cllr Rayner said that the Local Plan is under the jurisdiction of the Borough Council but explained that anyone can put forward a plot of land for development under the Call for Sites of the Local Plan process. The Planning Officers assess all the sites put forward against a matrix of planning criteria and they will then consider how available the land is to be delivered. The sites that are deemed suitable then go to a Planning Committee (who are elected members) for approval. Cllr Hall said that the Parish Council had not been consulted prior to the draft being published. Cllr Rayner said that anyone can propose a site for potential development, even if they do not live in the area. There will be a series of public meetings on the Local Plan including a meeting in Ightham on 9th December. Cllr Rayner said that objections can be lodged at this stage in the consultation and you could engage a planning consultant to exclude sites from the Plan.

4. MINUTES - The Minutes of the meeting held on Tuesday 21 October 2025 were approved with a couple of corrections.

5. REPORTS FROM POLICE - Beat Officer McElligott reported that a motor bike was stolen at knifepoint on Borough Green Road on 18th November. He requested that anyone with ring doorbell footage or information about this incident come forward. Cllr Mitchem asked whether there was any information about a recent road traffic accident on A227 outside the Cricket pitch. Dylan said that he would forward any relevant details.

REPORT FROM COUNTY COUNCILLOR RAYNER - Councillor Rayner reported ongoing staffing issues within Reform that are impacting attendance at Committee meetings. Cllr Rayner reported that our HIP is currently being reviewed by our Highways Officer and there is currently some correspondence about a new scheme with Velocity which is being considered. Some new signs have been installed on the A25 for the recreation ground car park. Our Highways Officer noted that there may be some renewed calls for a 20mph limit on The Street following a recent collision by the bus stop. She has confirmed that the PC are aware of all the history here and that we cannot entertain any further discussion on a request for 20mph, but we are looking at the possibility of installing some school children crossing warning signs. On Old Lane, The Highways Manager and Inspections Manager have been advised of drainage issues that can be taken into consideration as part of the ongoing review of this road. The Highway Manager has confirmed that the section of Old Lane at the A25 end was swept and cleared on the 17th of September. There is a plan to attend in the coming months to sweep, clear and survey the part of Old Lane that is not currently accessible by motorised vehicles. This will assist the highway maintenance team in how they propose to bring the lane back to an acceptable standard with the aim of completion by April 2026. Councillor Rayner advised of a road



closure on Fen Pond Road on the 17th November 2025 by UK Power Networks. Common Road will be closed on the 19th November 2025 at the junction of Redwell Lane and Sandy Lane to enable highway patching. Openreach will be closing A227, Ightham on the 23rd November. Councillor Rayner left the meeting at 7:45 PM

6. Highways & PROW Matters – HIP update – Velocity Design scheme for **The Street** - we have received a quote for £1,525 and £300 which includes design drawings and consulting with Kent Highways– Councillors agreed that we should proceed with the scheme. Cllr Holden said that we should continue to press for 20mph and keep it on our HIP. Update on **Old Lane** – discussed above. Request to improve pavement on The Street – The Clerk reported that she had received an email from a resident regarding repairs and improvements to the pavement opposite the George & Dragon. Kent Highways is currently investigating who owns this.

Ismays Road – Kent Highways are going to remove the damaged directional sign on High Cross Road and have asked us whether they can replace the antique sign on the grass triangle between High Cross Road and Mote Road with a new directional sign. Councillors were not in favour of this and asked the Clerk to go back to Highways and ask for alternative suggestions. **A25-Recreation Ground** - Directional signs have been installed at the recreation ground, and The Clerk was requested to express thanks to Highways for their work. **South East Water** - Ongoing leaks at The Street and Rectory Lane – The Clerk has written to Tom Tugendhat who has written to South East Water to expedite this. The leak at Rectory Lane is due to be fixed on 20th November and we have not got a date for the leak on The Street, The Clerk will chase this up. Cllr Clark reported a new advertising board on the railings at the recreation ground and will remove it. **Bollards at Common Road** – The Clerk has raised these as a safety issue again and Highways have written to say that they are safe; Councillors disputed this and asked for a second opinion.

7. MATTERS ARISING

Allotments - Vacancy – Copt Hall Road – The Clerk received a request to transfer the tenancy agreement for the allotment land to a new owner. Councillors agreed to this due to the positioning and access of the land. It was suggested that we consider alternative access arrangements to all the allotment gardens in the future.

Recreation Ground – Wicksteed have carried out the repairs to the equipment today. Tyrrells – we are waiting a date for woodwork repairs. Request from the football Club for £350 towards a boot cleaner– The Clerk was asked to write back and say no. Ongoing sewerage leak from the manhole cover – The Clerk has contacted Southern Water who have been out to fix the leak and has reported this to TMBC who have asked their Environmental Protection team to action this with Southern Water and with OFWAT as needed to pressure them to come up with a permanent solution. The Clerk was also asked to write to Tom Tugendhat about this.

Village Hall – Update from Committee meeting on 11 November – We are continuing to look at options and Committee members have all visited a mix of new and refurbished village halls to look at the facilities to help us produce a wish list. The consensus is that a refurbishment is preferable to a rebuild. One of the halls was funded by S106 money and the Clerk said that she would ensure that it went onto the register next year. The next step is to have the building surveyed and Cllr Holden has had a quote from Sheffords for £2,200 plus VAT to do a comprehensive survey of the building and boundaries. The quote was approved. A local architect has looked at the building and is concerned about damp in the back wall. A drainage channel at the back of the building should be able to address this. The next meeting will be after the survey.

Flooding – The Clerk has requested Highways to clear the bed of the Busty.

Oldbury Annexe – Awaiting signing of lease.

Archive - New items from the football Club and WW2 have been donated. There is still a vacancy for an Archivist.

TMBC ASB Enforcement Team – Report circulated. Request for further funding of £2,000 for 2026 & 2027 - Agreed.



St Peters Church– Cllr Willingham to speak to Anthony Edwards to set up a meeting to discuss the work schedule. We have received a query about trees overhanging Church approach and it was confirmed that they belong to Thrupps Farm.

War Memorial – Removal of stones and new path – No action. We have received a further request for a flagpole – Councillors position on this remains unchanged. The Clerk asked Cllr Hall if he could arrange for the Christmas Tree to be delivered earlier this year and he agreed to make the request to Fairlawne.

Meetings - PPP – 20th November TMBC Offices - Cllrs Willingham and Mitchem attending.

Local Government Reorganisation - Cllr Mitchem circulated a letter drafted on behalf of the Parish Alliance and asked for comments or approval to be sent to Mike Taylor.

8. FINANCE

8.1 The following accounts were submitted for payment: Cllrs Gunson and Hogarth initialled the invoices. Cllr Hogarth to authorise Unity payments.

Clerks Salary & Expenses	£1,106.64
Clerks Tax & NI	£5.60
Clerks Pension DD	£32.64
Currys – New laptop (reimburse S Huseyin)	£499.00
Gel Creative - (Standing Order)	£50.00
EDF – Electricity Pavilion (Direct Debit) *	£208.69
Zen Internet – Broadband at the Pavilion	£54.61
Anthony Edwards -Parish and Churchyard maintenance	£tbc
James Hayward* - Trees and hedges (September & October)	£2,934.00
Scribe – New Finance Package DD	£62.40
Business Stream - Water rates for pavilion DD	£28.00
Donation Autism Society	£100.00
Edward Tyrrell – 30% deposit fence work recreation ground <i>paid</i>	£207.00
Aubergine – Website set up	£598.80
Royal British Legion Wreath plus donation	£50.00
KALC – Clerks Conference	£84.00
Bank Charges	£6.00

- Letter received about increase in costs by 20% - approved.
- Cllr Holden reported that the FSCS are increasing their protection limits to £120,000 from 1st December 2025
- Cllrs Willingham and Holden approved purchase of a new laptop between meetings.

Income:

NatWest Interest £302.34

Balances 31.10.25 Current accounts: Unity: **£66,468.65**, NatWest: **£ 38,761.36**

NatWest Deposit account: **£351,189.70**

8.2 POLICY - Review of: Financial Regs/Standing Orders/ Emergency Report

8.3 Gov.UK website and email addresses, compliance with WCAG2.2AA (accessibility) and new IT Policy to meet Assertion 10 AGAR. Meeting for site mapping schedules for 26 November.

8.4 Banking – Awaiting Barclays pack – Clerk to chase up.

8.5 Budget Meeting arrangements and draft budget – Cllrs Willingham, Holden and Hall and the Clerk will meet on 8th January to discuss the budget. Councillors were asked to suggest budget items for the next financial year.



9 PLANNING Tonbridge & Malling Local Plan – Regulation 18 Consultation – Consultation period 10 November to midnight on 2 January 2026. <https://www.tmbc.gov.uk/localplan> . Drop-in sessions at TMBC Offices 4-7pm on 25th November, Tonbridge Castle 4-7pm on 4th December. Public meetings: Friday 28th November 7pm – Borough Green Village Hall, **IGHTHAM PUBLIC MEETING Tuesday 9th December 7pm-9pm Ightham Scout Pavilion**). The Clerk drafted an A5 leaflet for comments and this will be printed and delivered to all households inviting them to attend.

9.1 PLANNING APPLICATIONS

25/01766/PA THE OLD FORGE, SEVENOAKS ROAD, IGHTHAM, SEVENOAKS, TN15 9AA1 x large willow tree. Reduce crown by 30-40%. Standing at front of property.

25/01604/PA THE HARROW INN, COMMON ROAD, IGHTHAM, SEVENOAKS, TN15 9EB. Proposed change of use from a public house Class A4 with letting rooms to a 4-bed class C3 residential dwelling." *We leave this to TMBC to determine*"

25/00984/PA CRICKETTS FARM, BOROUGH GREEN ROAD, IGHTHAM, SEVENOAKS, TN15 9JB. Proposed demolition of 2no. existing buildings, erection of a new commercial building (Use Class B8) and the extension of hard standing in connection with contractor depot / storage use (partly superseding development approved under reference 14/00182/FL [as amended by application reference 17/02169/NMA and 18/00771/NMA]). "Objection"

25/01732/PA LITTLE KNOLL, COMMON ROAD, IGHTHAM, SEVENOAKS, TN15 9DY. 1 x Oak (in location of red circle on image/map annotated by applicant - with split in main trunk following recent failure of a large limb/stem) - Dismantle/remove to near ground level. Standing in Area A1 of Tree Preservation Order. **EXEMPT**

25/01743/PA TOWAN, MOTE ROAD, IVY HATCH, SEVENOAKS, TN15 0PG. Removal of the large declining maple tree on the boundary wall between Towan & The Old House and clearance of small section of shrubs and trees adjacent to the maple to make space for new parking area and clearance of power lines. "Objection on grounds of condition on screening"

25/01719/PA APRIL COTTAGE, BATES HILL, IGHTHAM, SEVENOAKS, TN15 9HB. 1 x Acer Crimson King (front) (T1 applicant reference) - Crown reduce by 30% (1.7m height and 1.25m width). 1 x Cherry (T2 applicant reference) - Crown reduce 30% (2.0m height and 1.75m width).

25/01810/PA THE BROOM, THE BROOMS, SEAL, KENT, TN15 0EU, Consultation by Sevenoaks District Council: (25/03052/HOUSE) Single storey rear extension with roof lantern and roof lights; Single storey side extension (Western flank with roof lantern); Two storey side extension (Eastern flank); First floor rear addition and associated external alterations to main house. Alterations to annexe including single storey rear extension, extension to roof, roof lantern and velux rooflights. Alterations to fenestration. Replacement garage with pitched roof and solar panels attached and associated landscaping works. *"Insufficient details to comment"*

25/01772/PA 9, FEN MEADOW, IGHTHAM, SEVENOAKS, TN15 9HT. T1 (Applicants ref.) Willow: Reduce re growth back to most recent historic points of reduction, removing 6 meters of regrowth to reduce the likelihood of failure to the attachment points of regrowth from previous pollarding. Standing in Area A3 of Tree Preservation Order.

25/01871/PA LAND AT THE PADWELL COTTAGE, ISMAYS ROAD, IGHTHAM, TN15 0NX. Section 73 application to vary condition 2 (approved plans) of planning permission 25/01363/PA (Demolition of existing dwelling and erection of a replacement self-build dwelling with associated works) to alter the pitch of the roofscape. *"Await comments"*

25/01853/PA GRASMERE, BOROUGH GREEN ROAD, IGHTHAM, SEVENOAKS, TN15 9HS. Retrospective application for demolition and erection of two storey replacement dwelling with integral garage. *"Objection on grounds of a breach in planning, the house should be rebuilt on the original footprint and volume"*

25/01821/PA Annex At, MIDSUMMER MEADOW, Sevenoaks Road, Ightham, Sevenoaks.



Erection of single storey side extension and single storey front extension. "Cllr Holden to review"

9.2 PLANNING DECISIONS – APPROVED

25/01445/PA 1 EZEL VILLAS, BOROUGH GREEN ROAD, IGHTHAM, SEVENOAKS, TN15 9HU.

Section 73 Application to vary Condition 2 (Approved plans) and Condition 3 (Materials). Change of proposed materials from brick slate finish to zinc cladding, and fenestration alterations, of planning permission 25/00630/PA Removal of existing conservatory and construction of a new single storey rear/side extension.

25/01555/PA 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.

25/01515/PA SOUTH VIEW, FEN POND ROAD, IGHTHAM, SEVENOAKS, TN15 9JF. Lawful Development Certificate Proposed: Single storey 6m x 4m outbuilding for use as a garden studio/home office.

10. CORRESPONDENCE – (* circulated in advance)

KCC Help Us Shape Kent's New Walking & Cycling Itineraries - deadline 30 November 2025

<https://forms.gle/owuT7mkrFod1nWUu8>

Request for Support for DAVSS – Ensuring Continued Domestic Abuse Services in West Kent – Agreed that we would donate £100.

Letter of support needed - CIL funding - Heart of Kent Hospice - Agreed to write a letter of support*

LGR Slides from KALC Meeting*

10. AOB

Cllr Mitchem suggested a village fair next summer. It would be a simple event with school and clubs involved. The PC could fund a generator and toilets. Proceeds could go to each participant. It was agreed that this was a good idea.

Date of next meeting: Tuesday 16th December at 7pm

The meeting closed at 10.20pm