

## ADDINGTON PARISH COUNCIL

### Minutes of the Parish Council Meeting held on the 2 July 2014 at 20:00hrs in the Pavilion, Park Road.

**Present:** Mr. S. MacDonald-Gay- Chairman Cllrs. Mrs. M-F. Bailey, Mrs. M. Castle, Mrs. J. Grey  
Mrs. A. Holmes, Mrs. P. Garrett and Mr. P. Robinson and 3 members of the public

#### **53/14] APOLOGIES FOR ABSENCE:**

County Councillor Sarah Holher, Borough Councillors Ann Kemp and Matthew Balfour

#### **59/14] DECLARATION OF INTERESTS:**

Cllr. Garrett disclosed a pecuniary interest in item 65/14 (c) (1). Cllr. Bailey disclosed a pecuniary interest in item 65/14 (c) (3) and (c) (8).

#### **60/14] MINUTES OF THE LAST MEETING:**

It was proposed that the Chairman sign the minutes of the meeting held on the 4 June 2014 as a correct record. Agreed.

#### **61/14] REPORTS:**

- a) County Councillor – there was no report.
- b) Borough Councillor – there was no report.
- c) PCSO Laura Bullen

PCSO Laura Bullen reported that there had been a theft of money from a boot fair held in Addington on the 23 June 2014 and there had been a theft of fuel from the Jet Garage on the 28 June. During June there had been a theft of farm machinery at a location in Trottscliffe. There was a discussion about the location and timing of the PCSO surgeries which have been poorly attended. It was felt that the current location in the village hall car park was not central enough. Members suggested that PCSO Laura Bullen found out if the surgery could be held at the entrance to The Seekers Trust. PCSO Laura Bullen offered to think about alternative venues. There was a discussion about the action being taken by Kent Police to prevent further disturbances from the bikers when they meet at Oakdene.

*20:23hrs PCSO Laura Bullen left the meeting.*

#### **62/14] MATTERS ARISING:**

1] Vacancy on the Parish Council – The Chairman welcomed Mrs. Grey to the meeting. Mrs. Grey signed the Written Undertaking document which was also signed by the Clerk. Mrs. Grey submitted a completed copy of her Notification of Disclosable Pecuniary Interests which will be forwarded to the Monitoring Officer at T&MBC and will eventually be placed on the website. A copy of the Model Code of Conduct and Standing Orders has been given to Mrs. Grey.

2] A proposal to purchase a defibrillator for the village – BT has confirmed in writing that they will be paying the electricity required for each defibrillator for the first 7 years. It was **resolved** that the Chairman signed the agreement for the purchase of the BT Box by the Jet Garage and also the one in Trottscliffe Road. It was noted that the sale price would be £1.00 for both. Once they have received the signed agreement BT will make arrangements to remove their equipment from each box. The Clerk will obtain some quotes for an electrician to install the defibrillator and will also place an article in the next edition of The Pilgrims to find out if a local electrician would be willing to do it for a nominal charge. The Clerk will add the BT Boxes to the asset register and insurance schedule.

### 3) Proposals for deregistration of the trackway round the village green

The funds required from each individual property/land owner for a Deed of Easement confirming their rights to use the track around the village green for residential use only have been forwarded to Hedleys. Hedleys are in the process of preparing all of the Deed of Easements. Members considered and approved a draft maintenance agreement for the trackway between the RGA and the Parish Council. It was **resolved** that the Clerk forwards a copy of the maintenance agreement to the RGA for comment. The Clerk was asked to prepare a list of all the land owned by the Parish Council and its status.

### 4) Speedwatch scheme

The Clerk reported that Speedwatch sessions continue. It was noted that the number of volunteers has reduced. It was suggested and agreed that the Clerk places an article in the next edition of The Pilgrim asking for more volunteers to come forward and help.

### 5) Seven Mile Lane.

Members noted that works for improvements to the A20 London Road junction and Seven Mile Lane were nearly completed and that the junction was now in use again. Members were pleased to see bollards have been installed on the verge outside The Vineyard restaurant. Members were disappointed to learn that someone had already driven over the roundabout and had damaged one of the signs. PCSO Laura Bullen had suggested that the vehicle was being chased by Kent Police. The KCC Incident Team has been out to inspect the damage. It was suggested and agreed that the Clerk writes to KCC thanking them for their consideration to residents affected by the roadworks. Concern was expressed that vehicles coming out of Seven Mile Lane and joining the roundabout could struggle to see vehicles coming along on the inside lane on their right. To help improve this situation it was **resolved** that the Clerk finds out if KCC will be putting any road markings down on the A20 approach from the east to differentiate which lane to get in.

### 6) Emergency Plan

Members noted that the Clerk is in the process of preparing telephone trees and updating the draft Emergency Plan.

### 7) The Third Wrotham (Addington) Quarry Local Community Stakeholder Meeting

There was no update.

### 8) Diversion of Public Footpaths MR168/MR171

Members noted that KCC have confirmed that the Order is now official. Members are delighted with this result and the fact this represents excellent community working.

### 9) Website

The Clerk reported that KCC have sent the password and username for accessing the website. KCC have not yet set a date for any training. The Clerk will try and develop the website over the summer as best as possible until the training is carried out. Members noted that Mr. Rod Selby had asked the Clerk to pass on his thanks for the gift from the Parish Council. In the short term, the Clerk will try and set up a link between the old and new websites.

## 63/14] FINANCE

### a) A statement as at 2 July 2014 was circulated:

Current Account	£ 5,308.94
Consuls Account	£ 100.00
National Savings Account:	£ 24,349.62

### **Receipts**

Residents of the Green Association	£8,640.00
(Payment for easements from 16 residents)	

### b) Other matters:

i) Online banking - Members noted that although the bank has now sent the correct application for online banking it cannot be completed until a new mandate has been submitted. All Members, including the newly co-opted Cllr. Grey, need to sign the form and the current mandate is therefore out of date. A new mandate will be signed at the next meeting.

c) Cheques for signature:

Hedleys	(Easement payment)	1656	£8,640.00
Mrs L S Goldsmith	(Salary- June)	1657	£ 542.05
HMRC	(Clerk's Tax)	1658	£ 5.40
Mrs L S Goldsmith	(Expenses)	1659	£ 186.36
Mrs L S Goldsmith	(Salary – July, post dated)	1660	£ 542.05
HMRC	(Clerk Tax, July post dated)	1661	£ 5.40
Mrs L S Goldsmith	(Expenses, post dated)	1662	£ 57.37
Sysk Computer Services	(Patch and upgrade laptop)	1663	£ 96.00
Paul Latter Roofing	(Roofing repair to bus stop)	1664	£ 250.00
BT Payphones	(Adoption of 2 BT boxes)	1665	£ 1.00
TWIGS (grass mowing)	(1/3 of annual payment)	1666	£ 566.67
<b>Total:</b>			<b>£10,892.30</b>

Transfer from Current Account to Reserve Account: £2,250.00

Addington PCC	(S136 payment)	1668	£454.50
(replacement cheque for cheque 1652 – incorrect name on cheque)			

**64/14] MEMBERS OF THE PUBLIC:**

A member of public offered to be trained to help out with Speedwatch. Another member of public expressed concern about the increasing number of motor caravans at East Street North.

**65/14] PLANNING:****a) Applications:**Applications:-

20:52hrs Cllr. Grey disclosed a pecuniary interest and left the meeting.

1] TM/14/01752/RD – Blackmans, Trottiscliffe Road, Addington, ME19 5AZ

Details of landscaping and boundary treatments, slab, eaves and ridge levels and longitudinal and cross sections pursuant to conditions 6, 9 and 12 of planning permission TM/14/00234/FL.

20:56hrs the meeting was suspended to allow a member of public to speak.

20:58hrs the meeting was resumed.

Resolved: No objection.

21:00 hrs Cllr. Grey returned to the meeting

2] TM/14/01994/RD – Squirrels Keep, Trottiscliffe Road, Addington, ME19 5AZ

Details of materials and landscaping pursuant to conditions 2 and 4 of planning permission

TM/14/00672/FL. Resolved: No objection

3] TM/14/01900/RD – West Malling Golf Club, London Road, Addington, ME19 5AR

Details submitted pursuant to conditions 4 (temporary screening) and 7 (timetable of phasing) of planning permission TM/13/02114/FL (Re-grading of land form to first hole and second tee of Spitfire Course).

Resolved: No objection

4] TM/14/01750/FL – Shelmerdene, Addington Green, Addington, ME19 5BE

Proposed new 2.250 high brick boundary wall and sliding hardwood gate.

Resolved: No objection. Observation: References to the address of the properties used in the planning history are misleading. The Clerk was asked to report these concerns formally to planning.

5] TM/14/01857/FL – Dolphin, 24 Clearway, Addington, ME19 5BP

Rear hip to gable roof enlargement, side facing roof light and detached single garage.

Resolved: No objection

6] TM/14/01688/FL – Windsor Works, London Road, Addington, ME19 5AN

Change of use of former breakers yard/scaffold contractor's base to depot for Demolition Company.

Cllr. Bailey disclosed a pecuniary interest and had left the meeting when this was discussed.

Resolved: In principle we have no objections to the proposals but would like the following to be addressed:

- 1) *The application should be a 'retrospective', enforcement proceedings have already started. The Parish Council sent a letter to enforcement on the 15 January 2014 voicing their concerns;*
- 2) *We question the validity of the flood risk assessment;*
- 3) *The preliminary **risk assessment report is out of date - 16 November 2012. Conditions regarding possibly contamination** of the site will have changed since then;*
- 4) *We would ask you to check the references to Addington Industrial Park.*

**b) Decisions:**

1] TM/14/01290/FL – White Owl Barn, London Road, Addington, ME19 5DD  
Proposed rear extension. *Approved*

**c) Other Matters:**

*21:25hrs Cllr. Garrett disclosed a pecuniary interest and left the meeting.*

1) Big Motoring World, London Road, Addington

The Clerk reported that Planning Enforcement hope to have a formal Notice served within a week for the breach of planning on the external lighting. Enforcement explained that they have had a number of emergency cases in the last month but wanted to assure Members that action will be taken regarding the lighting and landscaping. The Clerk had contacted the owner again directly to see if he would be willing to co-operate and agree to reduce the number of vehicles being offloaded on to the A20. The owner had responded and was of the opinion that the number of transporters delivering vehicles to this site had been reduced.

*21:33hrs Cllr. Garrett returned to the meeting, Cllr. Bailey disclosed a pecuniary interest and left the meeting*

3] 13/00038/WORKM - Windsor car breakers, London Road, Addington – regarding alleged unauthorised engineering works. A full response has still not been received from enforcement. T&MBC have contacted the Clerk to assure the Parish Council that their investigations are continuing.

8] Kent Machinery & Humphries – regarding lighting issues. Enforcement is yet to carry out a site inspection.

*21:36hrs Cllr. Bailey returned to the meeting.*

2] The Caravan, East Street, Addington – T&MBC has advised the Clerk that they are now looking to serve a breach of Condition of Notice on this land.

4] TM/12/03635/OA – Sycamore Place, Trottiscliffe Road, Addington, ME19 5AZ – it was noted that the appeal for outline planning permission for a single 'Lodge' style dwelling house has been dismissed.

5] Motor caravans at East Street North – The Clerk has not received a response from Planning Enforcement about the number of motor caravans present at this site.

6] 14/00134/WORKM – Shaw Hill House, Aldon Lane, Addington, ME19 5PJ – regarding alleged unauthorised structure. Planning Enforcement has confirmed that the construction of the new building for use as a store within the grounds of the premises does require planning permission. The prospective purchaser of the premises responsible for the work has been advised that the new structure does require planning permission and has been invited, on a without prejudice basis, to submit a retrospective planning. A caravan has since been installed within the grounds of the premises. The prospective owner has stated that the caravan is for use as a shelter. Enforcement has advised that there are circumstances when the installation of a caravan does not require planning permission and further enquiries are being made to determine if the installation of the caravan has involved development requiring a planning application. Although the caravan was installed on the land by the removal of part of a fence to gain access from London Road, the gap in the fence has been closed. Enforcement has inspected and no building, engineering or other operations involving development have taken place to create a vehicular access. The owner has been advised not to undertake any development to form a vehicular access unless planning permission has been obtained. The Clerk was asked to find out what restrictions will be placed on the use of a caravan on this site and to challenge the suggestion that the gap in the fence has been closed as it would seem that a gate has been installed.

7] SNN/1400018/Notice - Street Naming and Numbering notification relating to Honeywood Place.

Royal Mail has advised that postal addresses are allocated according to how Royal Mail sort and route to deliver mail. Therefore postal locality boundaries do not necessarily match those of parish or local authority boundaries. This explanation has been given as to why Honeywood Place has been given a

postal address in Offham and not Addington. Members were disappointed with this explanation and asked the Clerk to find out if T&MBC could explain whether this has an effect on the listing of the property on the electoral roll. In addition Members are concerned what bearing this would have on planning consultations and whether the correct Parish Council would be consulted.

**61/14] HIGHWAYS:**

a) Outstanding:- (as at 2 July 2014)

1] Overflowing bin at the bus stop on A20 at the top of The Links – a copy of the bin emptying schedule suggests that the majority of bins are emptied weekly on a Wednesday, except the bin in the bus stop opposite The Vineyard Restaurant which receives attention on a Wednesday and a Friday, as well as the bin in the lay by opposite the golf course which is emptied three times a week on a Monday, Wednesday and a Friday. It was agreed that the Clerk will monitor the regularity of the emptying of the bins over the summer.

4] Vegetation behind the bus stop, noticeboard and BT box. Members noted that the Clerk had successfully applied for a free Cultivation Licence from KCC so that the Parish Council could cut the vegetation in this area if required.

New requiring attention

1] Trottscliffe Road sign at junction of A20 needs repairing

2] Potholes in Park Road near to the junction with Trottscliffe Road have re-appeared.

3] Evidence of some subsidence on the edge of the road going down Park Road to the sports pavilion.

*21:53hrs 2 members of public left the meeting*

b) Other matters:

1] Posts on the A20 – The Highways Steward has advised that enforcement at KCC will be sending a letter to the Mitsubishi garage to have the posts removed. If the posts are not removed after 28 days they will receive a further letter. If after another 21 days they are not removed a contractor working for KCC will remove the posts and KCC will recharge the garage.

2] Verges and new village sign outside Stubblesdown - The Highways Steward is investigating the possibility of serving a Section 184 Notice on the owner for regularly parking a vehicle on a highways verge. The Clerk was asked to find out if KCC could install some extra posts in between the existing posts and the path, (as recently done at The Vineyard restaurant), to prevent the possibility of cars being parked here. The Clerk was asked to report again that the village sign needs repairing.

3] Parish Visits – the Highways Steward had offered to meet with representatives from the Parish Council to discuss issues in the village. It was felt that this was not necessary at the moment particularly as the Highways Steward would probably not be able to come to a Parish Council meeting. The Clerk will find out if the Highways Steward could make the September meeting as he had suggested this may be a possibility. Otherwise, Members were happy for the Clerk to communicate with the Highways Steward in the normal way about any issues.

4] Uncut verge – the Clerk was asked to find out why the verge from the second lay-by after the junction of the A20 with Trottscliffe Road to Hernewell Farm had not been cut and to request that this is done. The Clerk was also asked to request that KCC pick up rubbish from the verges before they cut them.

**62/14] REPORTS OF MEETINGS:**

a) Village Hall – Cllr. Robinson reported that the committee is progressing the planning application for the patio area and getting quotes for better CCTV coverage. The pile of rubbish outside the village hall is slowly being taken away. Just vegetation remains and this will be removed soon.

*22:00hrs In accordance with the Standing Orders it was resolved to continue and finish the meeting.*

b) Recreation Ground – there was no update.

c) Parish Partnership Panel – the meeting due to take place on the 26 June 2014 was cancelled.

d) Standards Committee meeting – there has been no meeting.

**63/14] OPEN SPACES:**

a) Noticeboard

The Clerk had still only received one quote for repairing the noticeboard. It was **resolved** that the Clerk instructs TWIGs to repair the noticeboard as detailed in their quote at a cost of £180.00.

**64/14] CORRESPONDENCE:**

a) For information:-

- 1] Area 2 Planning Committee – 2 July 2014
- 2] Joint Transportation Board – 22 September 2014
- 3] Parish Partnership Panel – 4 September 2014

b) On circulation: -

- 1] Joint Transportation Board – Minutes of meeting held on 9 June 2014
- 2] Tonbridge & Malling Crime Prevention Panel - minutes of meeting held on 9 June 2014
- 3] Downs Mail
- 4] Clerk & Councils Direct July 2014
- 5] Tonbridge & Malling Community Safety Partnership Newsletter – June/July 2014
- 6] The Clerk Magazine – May 2014
- 7] Kent Community Messaging – West Kent Watchout Newsletter

c) New requiring attention:-

- 1] KALC Local Elections Survey – Cllr. Robinson kindly agreed to respond to the survey.

**65/14] ANY OTHER BUSINESS:**

- 1] It was noted that a new planning application for Blackmans was on the T&MBC planning portal. An Extraordinary Meeting may be required in August to consider this application.
- 2] Cllr. Robinson has been approached by a company who supply Herald village signs. Cllr. Robinson may meet with them to discuss what they can offer.

**66/14] ITEMS FOR THE NEXT MEETING:**

Update on the number of boot fairs this year.

**67/14] DATE OF THE NEXT MEETING:**

The next Parish Council Meeting will be held on the 3 September 2014 at 20:00hrs in the pavilion.

**68/14] ANY CONFIDENTIAL ITEMS**

There were none.

The meeting was closed at 22:13hrs

Signed .....Chairman Date .....