

**ADDINGTON PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held on the 1 June 2016 at 20:20hrs**  
**in the Pavilion, Park Road.**

**Present:** Cllr. Mrs. S. MacDonald-Gay - Chairman  
Cllrs. Mrs. A. Adams, Mr. P. Annis, Mrs. M-F. Bailey, Mrs. P. Garrett,  
Mrs. A. Holmes, Mr. P. Robinson  
Borough Councillor Matthew Balfour and 1 member of public

**37/16] APOLOGIES FOR ABSENCE:**

County Councillor Sarah Hohler and Borough Councillor Ann Kemp.

**38/16] DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION**

Cllr. Bailey disclosed a pecuniary interest in item 44/16 (c) (2) and (c) (5) and Cllr. Garrett disclosed a pecuniary interest in item 44/16 (c) (1).

**39/16] MINUTES OF THE LAST MEETING:**

It was proposed that the Chairman sign the minutes of the Annual Parish Council meeting held on the 4 May 2016 as a correct record.

**40/16] REPORTS**

- a) County Councillor – There was none
- b) Borough Councillor – Borough Councillor Matthew Balfour reminded Members to respond to the T&MBC consultation on the review of funding arrangements with Parish Councils. Borough Councillors Ann Kemp and Matthew Balfour and County Councillor Sarah Hohler had met with the Manager of the Angel Inn and some of the residents from around the green to discuss a proposal to reduce the extent of the yellow lines at the junction of Millhouse Lane and Trottscliffe Road whilst still protecting the junction. Mr. Balfour suggested that the proposal for the yellow lines might mean that some form of parking controls on the trackway could be required. Mr. Balfour reported that T&MBC have produced an interim assessment of the sites put forward in the Call for Sites and that a consultation exercise would be taking place. Mr. Balfour also reported that KCC would be beginning the process of repairing potholes on the roads but would be concentrating on repairing major roads rather than minor roads due to budget restrictions. It seems that progress is slow with trying to address the issues around operation stack.  
*20:15hrs Borough Councillor Matthew Balfour left the meeting*
- c) Kent Police – The Clerk had noted the following crimes from the e-watch reports. On the 23 May a residential property in Sandy Lane, Addington was broken into. On the 10 May a car was stolen on Vigo Hill in Trottscliffe. On the 4 May damage was caused to boats and other equipment on an estate in Tower Hill, Offham. Also in Offham a shed at a residential property in Church Road was broken into on the 5 May. On the 23 May a rug was taken from a horse in a field in Ryarsh.

**41/16] MATTERS ARISING:**

1] Monthly check of the defibrillator and any other update - The Clerk advised Members that both of the defibrillators in the village had been checked this month and an update provided on WebNos.

2] Seven Mile Lane – Members noted that KCC have carried out the remedial works on the approach lanes on the A20 to the roundabout and that they have been reduced to a single lane to try to avoid conflict on the roundabout. The Clerk was asked to report again that one of the cobble stones on the roundabout is still loose and protruding.

- 3] Speedwatch – The Clerk reported that there would be 2 speedwatch sessions again this month.
- 4] Play equipment at the recreation ground - Cllr. Robinson reported that RoSPA are due to inspect the playground in June. The issue of funding any replacement equipment needed was discussed again. The Clerk was asked to place a plea for funding on the Parish Council website giving details of who to contact on the Recreation Ground Committee should someone be able to help.
- 5] Junction at Millhouse Lane/Trottscliffe Road - Members noted that County Councillor Sarah Hohler and Borough Councillors Matthew Balfour and Ann Kemp had met with some of the residents from around the green and the Manager of the Angel Inn and had devised a slightly revised scheme for the installation of the yellow lines which was acceptable to them and will hopefully be acceptable to T&MBC.
- 6] Review of funding arrangements with Parish Councils – T&MBC are considering changing the way it charges for the Tonbridge and Malling element of the council tax bill from 2017/18 onwards and are considering the introduction of a local charge for local facilities and services provided by the Borough Council. T&MBC claim this would promote fairness for all residents in different parts of the Borough when paying towards the cost of these services and would generate savings to offset an ongoing reduction in Government funding. Residents living anywhere within the Borough, other than the town of Tonbridge, pay an extra parish precept for local services such as playgrounds and open spaces provided by the Parish Council. As Tonbridge is not a parish, services to these residents are provided and funded by T&MBC. However, to provide some equity, T&MBC have in the past paid grants, totalling just over £225,000 to Parish Councils to help them with the costs of the local services they provide. T&MBC continue to face significant financial challenges due to cuts in Government funding and need to make savings of £1.8 million over the next four years. One of the areas being reviewed as part of this process is the grants made to the Parish Councils. If this grant is cut Members noted that the Parish Council would have to increase the precept to be able to continue to support the maintenance of the recreation ground, village hall and churchyard. It was also noted that unlike many parishes in the area the recreation ground and facilities are currently maintained by volunteers. It was suggested that T&MBC should promote a volunteer based approach across the borough based on Addington. The Clerk was asked to respond to the consultation stating that Members are disappointed that T&MBC are putting more pressure on the budget of Parish Councils to save T&MBC money and that the Parish Council will be forced to increase their budget if it is to continue supporting the recreation ground, village hall and churchyard. Members would also like T&MBC to explain why the grant system was put into place and would also like to understand whether the Parish Council could benefit from any business rates to offset any loss of funding. The Clerk was also asked to warn the village hall and recreation ground committee and the PCC that this funding is possibly going to be cut.
- 7] T&MBC Call for Sites – T&MBC are about to conclude the Strategic Land Availability Assessment stage which includes an initial technical assessment of the 'Call for Sites' exercise. The technical assessments will be available on T&MBC's website from the 25 May 2016. Following this evidence stage it is T&MBC's intention to move to public consultation on the Issues & Options for the Local Plan. The Issues & Options document is to be reported to the Planning and Transport Advisory Board on 5 July 2016 and will set out options for a development strategy for the new local plan. A briefing for all Parish and Town Councils has been arranged for Tuesday 28 June at 7:30 pm in the Council Chamber at Kings Hill. The purpose of the meeting is to explain the evidence work to date and set out the options for the Local Plan development strategy which will be supported by the evidence that will be consulted upon in September. It was **resolved** that the Clerk and Cllr. Robinson will attend this briefing on behalf of the Parish Council.
- 8] Trees in the Village Competition 2016 – The Clerk is waiting to hear when the judge plans to visit this year.

**42/16] FINANCE**

a) A statement as at 1 June 2016 was circulated:

**Balances as at 26 May 2016:**

Business Reserve Account	£36,399.53
Current Account	£ 1,860.47
Less Cheque 1807	£ 65.50
Less Cheque 1800	<u>£ 72.00</u>
	<u>£1,722.97</u>

Consuls Account	£ 100.00
National Savings Account:	£ 24,716.23

**Receipts:** T&MBC S136 1st half year £ 1,645.00

Other matters:

- 1] S136 payments – Members noted that T&MBC have paid the first instalment for the year.
- 2] NALC 2016-2018 – National Salary Award – Members noted the revised pay scales for the Clerk.

c) Cheques for signature:

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Mrs L S Goldsmith	(Salary- April )	1814	£ 373.20
HMRC	(Clerk's Tax)	1813	£ 248.80
Mrs L S Goldsmith	(Expenses)	1812	£114.04
Brindle Installations	(Defib maintenance)	1815	£432.00
Viking	(Stationery)	1816	£ 62.33
Addington Village Hall (S136 1 <sup>st</sup> half year)		1817	£ 591.25
Addington Rec. Ground (S136 1 <sup>st</sup> half year)		1818	£ 591.25
Addington Parochial CC (S136 1 <sup>st</sup> half year)		1819	£ 462.50
<b>Total</b>			<b>£2,875.37</b>

Transfer from Business Reserve Account to Current Account: £1,300.00

The Chairman proposed that the cheques listed overleaf be signed. Agreed.

**43/16] MEMBERS OF THE PUBLIC:**

A member spoke asked for an update on planning proposal TM/15/02498/FL.

**44/16] PLANNING****a) Applications:**

*Cllr. Garrett abstained from the discussion and voting on item (1)*

1] TM/16/01175/FL – Addington Park Lodge, London Road, Addington, ME19 5DB

Replacement and enlargement of garage roof to provide first floor accommodation and associated external staircases and roof lights. *Resolved: Members feel unable to make a decision regarding the above proposal. Members would like to see more information on the elevation drawings for the proposed building and to understand more the ridge height in relation to the ground levels.*

2] TM/16/01377/FL – Sunnysdene, 19 Clearway, Addington, ME19 5BP

Demolition of conservatory and erection of single storey rear extension, roof enlargement and roof dormer window. *Resolved: No objection*

**b) Decisions:**

1] TM/16/00188/FL - Shaw Hill Cottage, Aldon Lane, ME19 5PJ

Erection of raised timber decking to front garden and engineering works to provide parking space to front of property. *Approved*

2] TM/16/00972/FL – The Bungalow, St Vincents Lane, Addington, ME19 5BU

Rear extension and alterations to roof structure to incorporate a loft conversion with dormer windows.

New vehicular side access for parking to front, removal of existing outbuildings to be replaced with single garage, car port and shed to the rear. *Approved*

**c) Other Matters:**

*20:55hrs Cllr. Garrett declared a pecuniary interest and left the meeting*

1] Big Motoring World, London Road/Bonheure, Addington – Emma Keefe, Development Control Manager at T&MBC has advised the Clerk that an enforcement notice has been prepared in respect of the external lights and is due to be served imminently. The Clerk has reported to T&MBC that Big Motoring World have been advertising new opening hours on their website and on the local radio. Planning Enforcement will conduct an out of hours inspection to establish whether the business use is taking place outside the approved hours

*20:59hrs Cllr. Bailey disclosed a pecuniary interest and left the room. Cllr. Garrett returned to the meeting*

2] 13/00038/WORKM - Winsor car breakers, London Road, Addington – Members were pleased to note that the Inspector has upheld the Notice and has not varied the time for compliance (6 months). T&MBC are aware that activity on the site has been declining but in any case will now take immediate steps to ascertain how Downwell Demolition intend to comply with the Notice.

6] TM/15/0401/WORKM – Humphries and Parks Ltd. London Road, Addington, ME19 5AN - T&MBC are waiting for a response from the owners following a request that they remove four floodlights on the site. Planning Enforcement are hoping to meet soon with their planning agent to investigate potential alternative lighting solutions.

*21:05hrs Cllr. Bailey returned to the meeting.*

3] Pre-fabs at East Street North – Members noted that the appeals have been dismissed except to a limited extent on one ground and that the enforcement notice is varied and upheld. The enforcement notice is to be varied by the insertion of the words ‘excluding the residential caravan occupied by Mr Hayward’ in the section headed ‘The Breach of Planning Control Alleged’. T&MBC will be writing to the owner acknowledging the appeal decision and advising what immediate steps need to be taken to comply with the Notice. The period for compliance is 3 months.

4] 15/00390/USEM – land east of Mayhill Bungalow - alleged unauthorised caravan. Planning Enforcement believe that the caravan is not used residentially and appears to be used as a chattel in connection with the use of the land. However enquiries are ongoing to confirm the situation and determine if a breach of planning control has occurred.

6] TM/16/00112/USEH – Stubblesdown, London Road, Addington, ME19 5AL - alleged unauthorised change of use from residential use to mixed residential use/business use. Planning Enforcement has met with the owner who has made a claim that the use had been undertaken in excess of 10 years and was therefore lawful. This claim is absolutely contrary to that made in response to a Planning Contravention Notice issued by T&MBC earlier in their investigations. The owner has been invited to submit a planning application for the change of use. If a planning application is not submitted shortly T&MBC will seek to serve an Enforcement Notice. Planning Enforcement has advised the Clerk that they have received a request for information, under the Freedom of Information Act 2000, about who the original complainant was and that T&MBC are bound by the Act to give this information out.

7] Planning enforcement at T&MBC – Members noted a report from the Director of Planning, Housing and Environmental Health considered at the recent Parish Partnership meeting in response to an issue raised by KALC regarding communications with Parish Councils over planning enforcement cases. Members are pleased to see that Planning Enforcement now recognise the value of effective communication and that a new update system for Parish Councils would be implemented by the Development Control Manager. The intention is to provide regular (fortnightly) updates on enforcement cases where the Parish Council was the ‘complainant’. For the moment these updates will focus on those

investigations where the Parish Council has raised the issue. Members were advised that further questions about the detail of those investigations could be directed to Development Control. The new system will be monitored for effectiveness. In line with Government recommendations T&MBC are in the process of drafting a local enforcement plan which will set out how they investigate alleged cases of unauthorised development.

8] To appoint a Planning Committee – Cllrs. Annis, Bailey and Robinson were nominated to be members of the planning committee. Carried unanimously. The Clerk will ensure that any planning applications are delivered to Cllr. Bailey first who will then circulate them to the rest of the committee.

#### **45/16] HIGHWAYS:**

##### a) Outstanding:- (as at 1 June 2016)

- 1] Street Name sign for The Chestnuts needs repairing – Clerk has reported to KCC.
- 2] Trottscliffe Road – concern about condition of trees bordering the golf club – Clerk has reported to KCC. It was noted that a further tree along this stretch has recently fallen.
- 3] Church Road – one of the national speed limit signs is missing – reported to KCC.
- 4] A20 – signs – the Clerk has informed the Highways Steward

##### b) New requiring attention

- 1] Trottscliffe Road – someone has been dumping rubble and grass cuttings in the verge
- 2] St Vincents Lane – overhanging hedges represent a danger to the sight lines for vehicles
- 3] A20 and Trottscliffe Road – overgrown vegetation on footpath

##### c) Other matters: There were none.

#### **46/16] REPORTS OF MEETINGS:**

a) Village Hall – Cllr. Robinson reported that the replacement windows and guttering for the village hall which were damaged when a caravan exploded in the car park on the 31 December 2015 has now been ordered. The committee are waiting to receive a report with recommendations from the Fire Brigade following this incident. Cllr. Robinson will discuss the current siting of the recycling bins with the committee at the next meeting.

b) Recreation Ground Committee – there was no report.

c) Parish Partnership Panel – Cllr. Adams was unable to make the meeting held on the 18 May 2016. A copy of the minutes of this meeting has been placed in the correspondence file.

d) Standards Committee meeting – there has been no meeting. Cllr. Garrett gave her apologies for the meeting due to be held on the 15 June 2016.

e) KALC Area Committee – Cllr. Garrett attended the meeting held on the 12 May 2016 and reported that the Tonbridge & Malling Air Quality Group has met for the second time and hope to escalate their concerns about the perceived serious problems with air quality in the borough through the Parish Partnership Meeting. T&MBC's review of the funding arrangements for Parish Councils was also discussed. It was noted that a new guide for Councillors has also been issued.

#### **47/16] OPEN SPACES:**

1] Protecting trees in the village –Neil Moulton, Tree Warden for Trottscliffe has advised the Clerk that he has produced a summary of some of the trees that he feels could warrant being protected and will be contacting Liz Guthrie at T&MBC shortly to discuss this.

2] Damage to the village Green – KCC have advised the Clerk that UK Power Networks will have rectified the damage they did to the green by the end of the week. Another section of the green has since been damaged by a vehicle mounting the kerb. The Clerk will ask the grass cutting contractor to repair this area. The Clerk advised Members that it was unclear as to why and when the locking post which used to be in place on the trackway was removed. Members **resolved** to postpone any decision about controlling parking on the trackway until after the new proposed yellow lines have been installed.

**48/16] CORRESPONDENCE:**

a) For information:-

- 1] Area 2 Planning Committee – 6 July 2016
- 2] Joint Transportation Board – 13 June 2016
- 3] Parish Partnership Panel – 8 September 2016
- 4] Standards Committee – 15 June 2016
- 5] KALC Area Committee Meeting – TBC

b) On circulation: -

- 1] Bills announced in Queen’s Speech 2016
- 2] Message from the new Kent Police and Crime Commissioner
- 3] Fit Fields in Trust – AGM 2016 Agenda for meeting on 7 June
- 4] Fit Fields in Trust – Spring/Summer 2016 newsletter
- 5] Fit Fields in Trust – Report for 2015
- 6] Parish Partnership Panel – Minutes of meeting held on the 18 May 2016
- 7] The Clerk Magazine – May 2016

d) New requiring attention

Nothing to consider

**49/16] ANY OTHER BUSINESS:**

3 lorries are now regularly being parked at Mayhill Bungalow.

**50/16] ITEMS FOR THE NEXT MEETING:**

Fire Brigade Report to the village hall committee.

**51/16] DATE OF THE NEXT MEETING:**

The next Parish Council Meeting will be held on the 6 July 2016 in the Pavilion at 20:00hrs

**52/16] ANY CONFIDENTIAL MATTERS:** There were none.

The meeting was closed at 21:33hrs

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