

ADDINGTON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on the 10 May 2017 at 20:00hrs in the Pavilion, Park Road.

Present: Cllr. Mrs. P. Garrett – Chairman for this meeting, Cllrs. Mrs. A. Adams, Mr. P. Annis,
Cllr. M-F. Bailey, Mrs. A. Holmes, Mr. P. Robinson
1 member of public

17/17] APOLOGIES FOR ABSENCE:

County Councillor Sarah Hohler, Borough Councillor Ann Kemp and Councillor Stephen MacDonald-Gay.

18/17] ELECTION OF CHAIRMAN:

It was proposed by Cllr. Garrett and seconded by Cllr. Adams that Cllr. S. MacDonald-Gay be elected as chairman for the following year. Agreed.

19/17] ELECTION OF VICE-CHAIRMAN:

It was proposed by Cllr. Holmes and seconded by Cllr. M-F Bailey that Cllr. Garrett be elected as vice-chairman. Agreed.

Cllr. Garrett took over as Chairman of the meeting

20/16] ELECTION OF REPRESENTATIVES:

- a) Village Hall – Cllr. Mr. P. Robinson
- b) Recreation Ground Committee – Cllr. Mr. P. Robinson
- c) Tonbridge & Malling Parish Partnership – Cllr. Mrs. A. Adams
- d) KALC – Cllr. Mrs. P. Garrett
- e) JPCTCG – no representative
- f) Standards Committee – Cllr. Mrs. P. Garrett
- g) Publicity for The Pilgrim – the Clerk
- h) Platt School Governor – Mr. B. Fissenden
- i) Consultation Documents: 1) Open Spaces; 2) Local Development Framework; 3) Kent Structure Plan; 4) Rural Housing; 5) Leisure; 6) Kent Minerals. – Cllr P. Robinson with the support of Cllr. S. MacDonald-Gay.
- j) Planning documents – Cllrs. Mr. P. Annis, Mrs. M-F. Bailey & Mr. P. Robinson

The Chairman proposed that the above be elected. Agreed.

21/16] APPOINT A FINANCIAL OFFICER & INTERNAL AUDITOR:

It was proposed by Cllr. Mrs. P. Garrett and seconded by Cllr. Mrs. A. Holmes that the Clerk be appointed as the Responsible Finance Officer and Mr W. Wilson be appointed as the internal auditor. Agreed.

22/17] DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION

Cllr. Garrett disclosed a pecuniary interest in item 28/17 (c) (1). Cllr. Bailey disclosed a pecuniary interest in item 28/17 (c) (2) and (c) (7). Cllr. Robinson disclosed a pecuniary interest in item 26/17 (b) (4).

23/17] MINUTES OF THE LAST MEETING:

It was proposed that Chairman signed the minutes of the Parish Council meeting held on the 5 April 2017 as a correct record. Agreed.

24/17] REPORTS

- a) County Councillor – The Clerk reported that County Councillor Sarah Hohler is delighted to have been re-elected.
- b) Borough Councillor – there was no report
- c) Kent Police – The Chairman reported that in April there had been three burglaries of dwellings in Offham. On the 11 April a garden shed was broken into in Seven Mile Lane but nothing was taken. On the same day another garden shed in Seven Mile Lane was also broken into and a digger, saw, other tools and a motorcycle were taken. On the 5 April a residential garage in Seven Mile lane was damaged as part of an attempt to break in but nothing was stolen.

25/17] 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. The Clerk reported that the light is still not working in the BT Box in Trottscliffe Road and that the current electrician is not responding to calls. Cllr. Robinson offered to help with finding an alternative electrician.
- 2) Speedwatch – The Clerk reported that the speedwatch equipment is still being repaired.
- 3) Play equipment at the recreation ground – Cllr. Robinson reported that Mr. Waddell from Big Motoring World had been in touch to discuss ideas and possible funding for some new play equipment. The next steps will be to hold a site meeting.
- 4) T&MBC Call for Sites – There was no update.
- 5) Reinstatement of the footbridge over the M20 – Aone + has advised that it seems that the transfer of the required small parcel of land they need to build the bridge could be simpler than first thought and have asked if the Parish Council would be willing to proceed on a ‘nil consideration’ basis, (which would actually be a nominal £1 amount), for this plot of land, approximately 69m2. Aone+ have also asked if the Parish Council would be happy to accept nil consideration for the temporary use of two other small plots of land, (essential license). Members **resolved** to proceed on a nil consideration for all 3 plots in question subject to Aone+ arranging for North East Street to be cleared, which would actually provide easier access for the construction of the new footbridge, and for acoustic fencing to be installed.
- 6) Dark Skies Policies – The Clerk is waiting for a response from CPRE to ask if they would support the Parish Council by encouraging T&MBC to put in place policies in the new Local Plan with respect to external lighting particularly in rural areas. The Clerk was asked to find out whether a local representative for the CPRE would be willing to come to a meeting to discuss how the CPRE could assist in protecting Addington.
- 7) Addington Village Hall Extension on the recreation ground – Members **resolved** to give their approval for the Village Hall Committee to erect a storage extension and patio over approximately 3 metre wide strip of land running the whole length of the village hall, (63m2 in area), that is covered by the Recreation Ground Lease & Trust Deed.
- 8) Kent Men of Trees – Trees in the Village Competition 2017 - Members **resolved** to enter the competition again this year for an administration fee of £10.00.

26/17] FINANCE

a) A statement as at 10 May 2017 was circulated:

Business Reserve Account	£ 34,760.70
Current Account	£ <u>11,973.12</u>
Less cheque 1863	346.92
Consuls Account	£ 100.00
National Savings Account:	£ 24,864.73

Receipts: T&MBC Precept First Instalment - £11,500.00

b) Other matters:

1] Internal Audit - October 2016 to 31 March 2017 report found that the books of account had been properly kept throughout this period. All income noted had been received accordingly and all expenditure had the appropriate documentation.

2] Annual Audit 2016/17 - Annual Return for the year ended 31 March 2017 – Section 1 – Annual Governance Statement 2016/17, signed by Cllr. Garrett and the Responsible Finance Officer (Clerk).

3] Insurance Renewal - It was proposed and agreed that the Parish Council renew the annual insurance due to commence on 1 June 2017 with Came & Company for £470.01. Members noted that the Council's long-term agreement (LTA) is due to expire on the 31st May 2018.

20:33hrs Cllr. Robinson declared a pecuniary interest and left the meeting

c) 4] Proposal for a donation to the plumbing upgrades at the Pavilion – Members considered two invoices, one for £700 and a further one for £550 and **resolved** to donate £625.00 to the Recreation Ground Committee. Carried: 3 in favour.

20:38 Cllr. Robinson returned to the meeting

c) Cheques for signature:

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Mrs L S Goldsmith	(Salary- April)	1867	£ 373.20
HMRC	(Clerk's Tax)	1868	£ 248.80
Mrs L S Goldsmith	(Expenses December)	1869	£ 114.54
Came & Company	(Annual Insurance)	1870	£ 470.01
Mr. W. Wilson	(Internal Audit)	1871	£ 125.00
Kent Men of Trees	(Competition entry)	1872	£ 10.00
Addington Recreation Ground	(Donation)	1873	£ 625.00
Total			£1,966.55

Transfer from Current Account to Business Reserve Account - £9,300.00

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

27/17] MEMBERS OF THE PUBLIC:

The member of public present reported that there is a tree dangerously leaning across the footpath from the Pavilion to the quarry. The Clerk read out correspondence from Ian Fern, Addington Quarry, advising Members that Ferns will be applying to KCC to extend the end date for sand extraction in the area south of the M20 motorway. The current planning permission expires this year and there is still a substantial amount of sand remaining.

28/17] PLANNING

a) Applications: There were none to consider

b) Decisions:

1] TM/16/03078/FL – Winsor Works, London Road, Addington, ME19 5AN

Demolition of existing building and redevelopment of the site comprising the erection of 5 detached dwellings with associated parking, turning and landscaping. *Application withdrawn*

2] TM/17/ 00379/LDP – 2A Clearway, Addington, West Malling, ME19 5BP

Lawful Development Certificate Proposed: New front and side door. *Certified*

c) Other Matters

20:50hrs Cllr. Garrett disclosed a pecuniary interest and left the meeting

1] Big Motoring World, London Road/Bonheure, Addington – The Clerk has been copied in on correspondence from a local resident regarding helicopter flights/landings at BMW. Environmental Health are investigating. It is apparent that many members of staff are parking at Bonheure which is meant to be used as a residential property only. The Clerk was asked to report this to Enforcement and

also to remind them that the staff car parking area on the south east corner of the site does not have the new lighting system but is being used for car sales.

20:54hrs Cllr. Garrett returned to the meeting. Cllr. Bailey disclosed a pecuniary interest and left the meeting

2] TM/15/0401/WORKM – Humphries and Parks Ltd, London Road, Addington, ME19 5AN – alleged unauthorised lights - Enforcement has advised that they are working on putting together the prosecution papers.

20:57hrs Cllr. Bailey returned to the meeting

3] TM/16/00112/USEH – Stubblesdown, London Road, Addington, ME19 5AL – T&MBC are waiting to hear from the planning inspectorate about a decision about the appeal. It was noted that cars are regularly being advertised for sale further along London Road. The Clerk was asked to investigate.

4] Jet Garage – portaloos and new outbuilding for car wash – T&MBC are investigating the buildings on the site and carrying out further investigative works. The Clerk was also asked to report that an electricity cable and pole are in place and that rubbish has been thrown in the adjacent woodland.

5] TM/16/01377/FL – Sunnydene, 19 Clearway, Addington ME19 5BP – appeal against refusal of conservatory, roof enlargement, two storey rear extension and front porch.

6] Shaw Hill Caravan – alleged unauthorised use of the caravan. Enforcement to investigate.

7] Winsor Works, London Road – Enforcement has advised that since the withdrawal of the recent planning proposal there has been some activity on this site. It seems that the site is now owned by Simms Environmental who intend to use it as a yard. Enforcement are carrying out some checks.

8] 1 Plowenders Close - previous residents seem to be using a mobile home whilst the new dwelling is constructed. The Clerk was asked to find out if planning permission was required/given for a temporary mobile home on the site.

29/17] HIGHWAYS:

a) Highways Outstanding:- (as at 10 May 2017)

- 265493 – The verges outside Endeavour Park. KCC are investigating the possibility of installing bollards or an alternative method of restriction to be erected on the verge to assist in their workers safely pulling out of the junction.
- 276629 – Footpath going west from Aldon Lane needs clearing – KCC has asked T&MBC to return to the area and clear the footpath of leaves and other vegetation.
- 276628 – Roundabout A20 and Seven Mile Lane – KCC are satisfied that no blocks/kerbs or setts currently need their intervention. One raised kerb was recently attended to.
- A20 outside Stubblesdown – job order closed as the rusted, redundant post has been removed.

b) New requiring attention

- 1] Signs down from the Jet Garage blocking the pavement again
- 2] Dog waste bin on footpath to church is overflowing
- 3] Footpath at East Street, swing gate needs repairing
- 4] Tree dangerously leaning on footpath from the recreation ground to the quarry
- 5] The Clerk was asked to remind KCC that they were waiting for funding for the new financial year to correct the signage at the top of Trottscliffe Road restricting the entry of lorries.

c) Other matters: There were none

30/17] REPORTS OF MEETINGS:

a) Village Hall – The Village Hall Committee AGM will be held on Friday 12 May 2017. There has been a problem with water collecting around the emergency exit doors in the village hall which is causing the parquet flooring to rise up. The required works will be carried out as part of the project to extend the storage area and the new patio.

b) Recreation Ground Committee – Cllr. Robinson reported that the new flail mower is being used and proving to be very effective.

c) Parish Partnership Panel – The meeting due to be held on the 15 June has been cancelled because of the General Election.

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

e) KALC Area Committee – Cllr. Garrett will be attending the meeting due to take place on the 11 May 2017.

31/17] OPEN SPACES:

1] Oak tree on the village green – Bartletts carried out a full assessment of the oak tree on the 11 April 2017. The survey concluded that the tree is possibly 250 years old. Various tests including a resistance micro-drill test and a climbing survey were undertaken. The Clerk sent a copy of the report to Liz Guthrie, Landscape Officer at T&MBC, who fully endorsed the recommendations. Members **resolved** that the Clerk should get a quote for all the recommendations in the report which include reducing some of the crown again and applying treatments to the base of the tree. It has also been recommended that the seat is removed from the base of the tree. A decision will need to be made about where the bench could be moved to.

32/17] CORRESPONDENCE:

a) For information:-

- 1] Area 2 Planning Committee – 24 May 2017
- 2] Joint Transportation Board – 12 June 2017
- 3] Parish Partnership Panel – 15 June 2017 - cancelled
- 4] Standards Committee – 14 June 2017
- 5] KALC Area Committee Meeting – 11 May 2017

b) On circulation: -

- 1] Tonbridge & Malling Community Safety Partnership Newsletter – May/June 2017
- 2] Came & Company – Council Matters – Spring 2017
- 3] KALC Tonbridge & Malling Area Committee – minutes of meeting held on 12 January
- 4] KALC Tonbridge & Malling Area Committee – agenda for meeting to be held on 11 May
- 5] Parish News – April 2017
- 6] Clerk & Councils Direct – May 2017
- 7] The Clerk Magazine – May 2017
- 8] Fields in Trust Spring/Summer 2017

c) New requiring attention: Nothing to consider

33/17] ANY OTHER BUSINESS:

1] Cllr. Garrett reported that sadly nobody from Addington responded to the invitation to a Beetle Drive in Addington Village Hall which was held on the 5 May 2017.

2] Cllr. Bailey supplied a list of the boot fairs held in Addington to date this year.

3] Cllr. Holmes resigned from the Parish Council. Cllr. Holmes is moving away from the village. Members expressed their disappointment and thanked Cllr. Holmes for all the hard work and commitment she has given.

34/17] ITEMS FOR THE NEXT MEETING:

T&MBC and policy on house naming.

New property in Church Road – is this on Addington's electoral roll

35/17] DATE OF THE NEXT MEETING:

The next Parish Council Meeting will be held on Wednesday 7 June 2017 at 8pm in the Pavilion

36/17] ANY CONFIDENTIAL MATTERS: There were none.

The meeting was closed at 21:22hrs

SignedChairman Date