

ADDINGTON PARISH COUNCIL
Minutes of the Parish Council Meeting held on the 6 February 2019 at 20:00hrs
in the Pavilion, Park Road.

Present: Cllr. Mr. S. Macdonald-Gay – Chairman, Cllrs. Mrs. A. Adams, Mr. P. Dey,
Mr. P. Robinson, Mrs. C. Short
County Councillor Sarah Hohler, Borough Councillor Matthew Balfour

150/18] APOLOGIES FOR ABSENCE:

Borough Councillor Ann Kemp and Councillor Patricia Garrett.

151/18] DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION

There were none.

152/18] MINUTES OF THE LAST MEETING:

It was proposed that the Chairman signed the minutes of the Parish Council meeting held on the 9 January 2019 as a correct record. Agreed.

153/18] REPORTS

a) County Councillor – County Councillor Sarah Hohler reported that Kent County Council would be setting the final budget next week and reminded Members about the consultation for the Big Conversation and the open day events. County Councillor Sarah Hohler was pleased to report that the lighting team at KCC think they have identified the problem with the standing and bollard lights at the junction of Trottscliffe Road and the A20 and are looking to change them to Solabols as apparently these do not let water in which seems to be the current problem.

b) Borough Councillor – Borough Councillor Matthew Balfour discussed the submission of the Local Plan and the likely timetable going forward.

20:08hrs County Councillor Sarah Hohler and Borough Councillor Matthew Balfour left the meeting

c) Kent Police – Cllr. Macdonald-Gay was pleased to report that there had been no crime in the local vicinity in January 2019.

154/18] 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. Members were pleased to hear that the SECAMB representative has advised that it has been agreed to increase the distance to alert the caller to the presence of a defibrillator to one mile. This has yet to be implemented internally at SECAMB but should also address a recent problem when the code was not displayed to the operator. The code will be presented with the AED information to the operator to assist anyone who calls within one mile of either defibrillator. The SECAMB representative has provided the Clerk with some dates for an awareness session. Members **resolved** that the Clerk should take up the SECAMB representative's offer to hold a further training event on Thursday 25 April 2019 at 7pm to be held in either the village hall or the sports pavilion. The Clerk will advertise this event in the Pilgrims and on the website. The Clerk advised that a 999 emergency telephone has been ordered from the Community Heartbeat Trust for each kiosk.

2) Speedwatch – The Clerk reported that Cllr, Dey has completed his online learning and that speedwatch should resume in March 2019. The Clerk has booked the equipment for the week commencing Monday 11 March 2019. Cllr. Dey agreed to let the Clerk know which dates he could make.

3) Play equipment at the recreation ground – The Clerk is looking into obtaining funding from T&MBC and local businesses. Cllr. Robinson and the Clerk will discuss how the project could be phased so that works can commence. Cllr. Short asked if providing some adult outside gym equipment could be considered. The Clerk will investigate and will try and obtain some more quotes.

4) T&MBC Local Plan Development – T&MBC has submitted the Local Plan to the Secretary of State. The Inspectorate has confirmed that the Local Plan has been submitted in accordance with Regulation 22 of the Town and Country Planning Regulations 2012. It is anticipated that a Planning Inspector will be

appointed within the next few weeks to consider the submission and to make the arrangements for a Local Plan Examination.

5] Reinstatement of the footbridge over the M20 – Highways England are in the process of submitting an application to the Inspectorate to deregister the area of Common Land they intend to use for the new ramp to the footbridge. The Clerk has passed on a member of the public concerns about the design and potential overlooking to their home to Highways England. The Clerk is waiting for feedback on the likely timetable of events.

6] Smart Motorway Junction 3-5 – MP Tom Tugendhat is still lobbying on behalf of the Parish Council, for noise barriers to be installed in the East Street and The Paddocks area which would not only benefit these properties but the whole village. The Clerk circulated, on behalf of Cllr. Garrett, an article from a local newspaper about double glazing and barriers being provided to some properties affected by the Smart Motorways changes. Highways England has previously advised that any decision on providing noise barriers is a financially driven one and that barriers are only installed when a number of properties are affected.

7] GDPR - Members noted that it was reiterated at the KALC meeting held on the 10 January 2019 that Councillors should not be using their own personal email accounts for Parish Council business and should only be using devices where information is secure and encrypted. The Clerk has set up an Outlook 365 business email account and advised Members that it is much more user friendly than webmail but is equally secure and can be used on different devices. Outlook 365 also gives the Clerk complete control of all the email accounts for Councillors. The Clerk advised that each licence will cost £3.80 (excluding VAT) a month. The Clerk has taken out a further licence for Cllr. Macdonald-Gay to trial. It was **resolved** that the Clerk should set up Outlook 365 email accounts for each Councillor.

8] Village Event – The Clerk has asked for insurance documents to be provided and for a full risk assessment to be undertaken and submitted at least one month before the event due to be held in June. The Clerk will also notify the Addington Green residents of the event once the exact date is known.

9] Vacancy on the Parish Council – The Clerk and Cllrs. Garrett and Adams met with a local resident who is interested in the role. Having considered feedback from this meeting Members agreed to co-opt this applicant on to the Parish Council at the next meeting.

10] Local Elections 2 May 2019 – The Clerk has circulated information on how to obtain nomination papers to all Members. Details about the Local Elections, which are due to be held on the 2 May 2019, and about being a Parish Councillor have been placed on the website.

155/18] FINANCE

a) A statement as at 6 February 2019 was circulated:

Business Reserve Account	£ 40,921.83
Current Account	£ 125.34
Consuls Account	£ 100.00
National Savings Account:	£ 25,163.07

b) **Receipts:** National Savings Account – Interest: £181.17

c) Other matters:

1] Home Start – request for a donation – The Clerk reported that one local family has been in touch with Home Start recently for support. Members **resolved** to make a donation of £100.00.

2] Grounds Maintenance 2019 – Members considered two quotes and **resolved** to accept a quote from Four Seasons Ltd. for £1,357.20, (excluding VAT), for the grass cutting and strimming of the village greens for 2019.

3] Review of Risk Controls – postponed to the next meeting as new wording about generic email addresses needs to be included.

4] Bank Mandate - postponed to the next meeting

c) Cheques for signature:

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Mrs L S Goldsmith	(Salary- January)	1989	£ 320.38
HMRC	(Tax – January)	1990	£ 320.37
Mrs L S Goldsmith	(Expenses – January)	1991	£ 114.18
Home Start	(Donation)	1992	£ 100.00
Total			£854.93

Transfer from Business Reserve Account to Current Account - £850.00

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

156/18] MEMBERS OF THE PUBLIC: There were no members of the public present.

141/18] PLANNING**a) Applications:**

1] TM/19/00048/FL – Field South of London Road and East of Aldon Lane, Addington

Construction of a stable block for 4 horses and ancillary storage shed. 40x20m sand school, horse wash area, muck heap, hardstanding for access and parking and change of use of land for the keeping of horses. *Resolved: No objections but would like a condition set regarding the rights of way. We also have concerns about large vehicles turning in and out of the site on to Aldon Lane which is a very narrow lane.*

2] TM/19/00148/FL – The Old School, Addington Green, Addington, ME19 5BD

Proposed ground floor rear extension, floor plan redesign and all associated works. *Resolved: No objections*

b) Decisions:

1] TM/18/02378/FL – Overlea Cottage, Addington Green, Addington

New dwelling house with detached garage within the existing curtilage of Overlea Cottage. Demolition of existing triple garage, workshop and playhouse and construction of single garage to serve existing Overlea Cottage. *Approved*

2] TM/18/02921/FL – Bridge House, Endeavour Park, London Road, Addington

Construction of a contemporary single storey freestanding building to be used as additional office space. *Approved*

3] TM/18/02881/FL – Meadow View, East Street, Addington, ME19 5DE

Proposed single storey ground floor extension to front and rear elevations plus roof terrace over rear extension (part of). *Approved*

4] TM/18/02608FL – Land East of Mayhill Bungalow, London Road, Addington

Construct 5 bungalows with garaging and access road. *Refused*

5] TM/18/02625/FL – The Kindlings, London Road, Addington

Erection of a single storey side extension to existing property to create additional living/caring area for disabled son. *Approved*

c) Other Matters

1] Big Motoring World, London Road/Bonheure – The Clerk advised that a member of the public has reported that some of the lighting is permanently on at night again. The Clerk will report this to enforcement.

- 2] 16/00337/USEH - Jet Garage portakabin/portaloos for car wash – A second appeal has been lodged. T&MBC are waiting to hear from the Planning Inspectorate. The Clerk has previously reported the extreme bright flood lighting on the site and was asked to find out what action is being taken.
- 3] 19/00020/WORKS - The Vineyard Restaurant, London Road – The Clerk has report to Enforcement that a caravan has been parked on the site for several weeks. An enforcement case has been opened.
- 4] Humphries and Parks, London Road – The Clerk advised that T&MBC has closed the enforcement case as the owners have now installed the approved floodlighting and CCTV unit at the site.

158/18] HIGHWAYS:

- a) Highways & PROW enquiries Outstanding:- (as at 6 February 2019)
- 1] Enquiry 398278 Standing light on the island near to the junction of the A20 with Trottiscliffe Road is not working – see item 153/18 (a).
 - 2] Enquiry 401535 Sandy Lane and St Vincents – concern these roads are being used as rat runs by cars trying to avoid queueing at the Seven Mile Lane roundabout. KCC has advised the Clerk that regulations dictate that additional signage cannot be put up on the A20 to explain these are single track roads.
 - 3] Enquiry 405771 A20 London Road, sunken manhole cover near Trottiscliffe Road – a Defect Notice has been passed to Openreach advising them to undertake urgent remedial works.
 - 4] Enquiry 405772 St Vincents Lane – a works order has been raised to patch the pothole just past the village hall near to the gate to the golf club grounds.
 - 5] Enquiry 405773 Carriageway erosion between Hernewell Farm and Trottiscliffe Road on the A20 London Road – the Highways Steward has advised that extra funding has been provided by central government to prepare for Brexit Resilience and that the entire length of the A20 in the Tonbridge & Malling area is due to have remedial works undertaken which includes this stretch of road.
 - 6] Extension of closure of Public Footpath MR167 – Members noted that the closure has been extended for a further 2 years because there is a likelihood of danger to the public as a result of the damaged footbridge.
- b) New requiring attention
- 1] Sandy Lane – The Clerk was asked to advise KCC that the sign on one end of the lane advising that it is a single track lane is covered by foliage. A sign is also required at both ends stating that pedestrians could be in the road.
 - 2] St Vincents Lane/Park Road – the Clerk to report concerns about the surface and sides of the road which are deteriorating.
- c) Other matters:
- 1] Big Conversation Update – The consultation on the two proposed routes, one which terminates at St Martin’s Square and one which terminates at Maidstone Hospital commenced on the 22 January and details on how to respond are on the website and noticeboards. Members **resolved** to respond to the consultation supporting the second route which terminates at Maidstone Hospital. The consultation closes on the 19 February 2019.
 - 2] Fly-tipping – The Clerk will investigate if CCTV can be placed in St. Vincents Lane. There has been further fly-tipping this week.
 - 3] Highway Steward - Members were disappointed to hear that the current Highway Steward, Adam Starbuck, has moved to a new position in KCC. The role is currently vacant and KCC are advertising for a new Steward.

159/18] REPORTS OF MEETINGS:

- a) Village Hall Committee – Cllr. Robinson reported that the Committee are disappointed to have lost the annual booking revenue of approximately £1,300 from Age Concern. On a more positive note it is hoped that the forthcoming quiz night will be well attended.
- b) Recreation Ground Committee – Cllr. Robinson reported that three new heaters have been purchased. Funnel grass disease is evident on the recreation ground and the Committee are looking at what treatments are feasible to stop this problem.

- c) Parish Partnership Panel – The next meeting is due to be held tomorrow.
- d) Standards Committee – There has been no meeting.
- e) KALC Area Committee – Cllr. Garrett attended the meeting held on the 10 January 2019 and her notes had been circulated prior to the meeting. Compliance with GDPR was the main topic of conversation with warnings that personal email accounts should not be used by Councillors and that Parish Councils should appoint a Data Protection Officer. It was also recommended that Councillors had access to the Members' Section on their website. The Clerk has since circulated the login details to all Members.

160/18] OPEN SPACES:

1] The Addington Green Residents Association has asked the Clerk if the wrought iron bench that used to be around the ancient oak tree could be placed around another tree on the green. It was agreed that if the Association are willing to pay for the restoration costs to the bench that this would be possible. The residents have also asked if the Parish Council could upgrade the signage at the entrance to the trackway to be reflective. The Clerk was asked to advise the Association that this might be possible but any new signage would need to be funded by them and approved by the Parish Council.

161/18] CORRESPONDENCE:

- a) For information:-
 - 1] Area 2 Planning Committee – 27 February 2019
 - 2] Joint Transportation Board – 11 March 2019
 - 3] Parish Partnership Panel – 7 February 2019
 - 4] Standards Committee – 6 March 2019
 - 5] KALC Area Meeting – 23 May 2019
- b) On circulation: -
 - 1] Notes from KALC meeting on 10 January 2019
 - 2] T&MBC Parish Partnership Panel – Minutes and copy of presentations from the meeting held 15 November 2018
 - 3] T&MBC Parish Partnership Panel – Agenda for meeting to be held on 7 February 2019
 - 4] Area 2 Planning Committee – Agenda for meeting held on 23 January 2019
 - 5] NALC – Chief Executive Bulletin
 - 6] KALC – Minutes of the meeting held on 10 January 2019
 - 7] Big Conversation consultation
- c) New requiring attention:
 - 1] Lord Lieutenant's Civic Service 12 March 2019 – It was agreed that Cllrs. Short and Adams will attend the Service.

162/18] ANY OTHER BUSINESS:

1] Members discussed recent activity in the field next to Southfields in St. Vincents Lane. It would seem an arboretum is being planted.

163/18] ITEMS FOR THE NEXT MEETING: Nothing additional.

164/18] DATE OF THE NEXT MEETING:

The next Parish Council meeting will be held on Wednesday 6 March 2019 in the Pavilion

165/18] ANY CONFIDENTIAL MATTERS: There was none.

The meeting was closed at 21:28hrs

SignedChairman Date