

ADDINGTON PARISH COUNCIL
Minutes of a virtual Parish Council Meeting held on the 3 February 2021 at 20:00hrs

Present: Cllr. Mrs P. Garrett – Chairman, Cllrs. Mrs. A. Adams, Mrs. L. Chalk,
Mr. P. Robinson, Mrs. C. Short
County Councillor Sarah Hohler and Borough Councillor Ann Kemp

136/20 APOLOGIES FOR ABSENCE

An apology for absence was received from Cllr. Macdonald-Gay.

137/20| DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION

There were none.

138/20| MINUTES OF THE LAST MEETING:

It was proposed and agreed that the Chairman, sign the minutes of the Parish Council meeting held on the 6 January 2021.

139/20| REPORTS

a) Testing for Coronavirus continues across the County and 105 residents have been identified as having the Kent variant. KCC will be reviewing and setting the Budget next week for 2021/22 and is having to deal with further cuts in funding, this time from the Department of Transport. KCC has started the consultation on its new five year strategy, Vision Zero, to cut fatalities on Kent roads. The number of HGVs going down to Dover has been lower than expected and 22 HGV drivers are currently self-isolating at a hotel in Wrotham. KCC is putting in more resources to make sure HGV drivers are getting tested at service stations. County Councillor Sarah Hohler reported that she believed KCC will declare ownership of the trackway at East Street North. County Councillor Sarah Hohler suggested that the Clerk writes to Mark Simmonds at KCC about the ownership of the trackway at East Street North and also regarding the issue of the flashing speed sign which has been removed from the junction of Trottiscliffe Road and the A20. Members would like to see the historic records for why this sign was installed in the first place as it is known that there were at least 4 fatal accidents at this junction. Members believe the same safety criteria still apply and that the sign should be replaced. County Councillor Sarah Hohler revealed that a pilot scheme is to be run on some roads as part of the new Vision Zero strategy to better understand average speeds which will also include the installation of speed cameras. County Councillor Sarah Hohler has nominated the section of the A20 running through Addington for this pilot. Members mentioned the increase in fly-tipping in the village and whether the booking system at the waste depots has exacerbated this problem. County Councillor Sarah Hohler reported that the appointment system is being very well received. There is a huge reduction in waiting times and the appointment system has also stopped the problem of cars queuing on the main road outside the depot which is a hazard. It is likely that this system will be retained but County Councillor Sarah Hohler agreed to put forward these concerns.

20:20hrs County Councillor Sarah Hohler left the meeting

b) Borough Councillor – Borough Councillor Ann Kemp advised that T&MBC have submitted a 150 page report to the Planning Inspectorate to answer concerns about the legality and procedures followed. The Leader and Cabinet Member have also written to give their support but T&MBC are busy putting in contingency plans should the Local Plan be rejected by the Planning Inspectorate. On the subject of fly-tipping Borough Councillor Ann Kemp explained that T&MBC do use CCTV in hotspots for fly-tipping but do not publicise this fact, Borough Councillor Ann Kemp explained that there is a process to go through to obtain CCTV and that it was unlikely that St Vincents Lane would be considered as the number of incidents is relatively small compared to other areas and that there is a long ‘queue’ of parishes waiting to see if they can obtain CCTV for known hotspots. Borough Councillor Ann Kemp suggested that the Clerk writes again to Waste Services at T&MBC to request CCTV for St Vincents Lane. Borough Councillor Ann Kemp advised that Borough Councillor Piers Montague is trying to get this topic aired at a higher level and will update Members.

20:26hrs Borough Councillor Ann Kemp left the meeting

c) Kent Police – On the 29 January 2021 someone tried to break into a shipping container at a building site on London Road. On Sunday 3 January 2021 somebody attempted to break into a container at a commercial property in Trottiscliffe Road. On the 7 January 2021 somebody stole a Land Rover Discovery on Vigo Hill. It was later found burnt out.

140/20] 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. A replacement battery has been fitted to the defibrillator in Trottiscliffe Road and the Clerk has checked it twice in the last two weeks and it is fully functioning.

2] Speedwatch – A lack of volunteers means the scheme is unable to continue at the moment. The Clerk advised that Speedwatch has been suspended during the Lockdown.

3] T&MBC Local Plan Development – The Local Hearing is still suspended – see item 139/20 (b).

4] East Street Footbridge, planting, light and noise issues - Members were delighted to hear that the first planting of the trees has taken place. There are 18 trees on order. Some beech and ornamental cherries have also been planted. The trees are to be planted against the upper bridge ramps and the boundary of the parish council land/private properties to the south to provide screening to the residents at this end of East Street from bridge users. The Clerk has asked Highways England to provide a plan of the proposed re-planting for the village green and is still waiting for sight of this. Once received Members will make a decision about whether planting is required in the scrubland area to provide further screening. Members remain concerned about the lighting around the gantry and the lack of acoustic fencing. The Parish Council has requested on numerous occasions that the fencing is replaced with a better acoustic fencing but were advised by Highways England that this was not a financial consideration for this project. The Clerk has arranged for concerned local residents to talk to Highways England directly on this subject. The Clerk has approached MP Tom Tugendhat on the subject of providing acoustic fencing at East Street. His office has advised that sadly Highways England's position is unchanged. Highways England has only installed acoustic fencing between J4 and J5 on the basis that the quantity of homes in the area makes it 'economically viable'. MP Tom Tugendhat has explained that Highways England have instead promised to resurface all 8 lanes of the M20 with lower grade tarmac which should help with noise. Members remain unhappy with this decision and requested that the Clerk contacts Highways England again, copying in MP Tom Tugendhat, stating that the lack of good quality acoustic fencing affects the whole village and not just the residents in East Street and in any event all households pay the same taxes so should all receive the same level of service and therefore acoustic fencing should be installed. Members agreed that the Clerk should write and thank Luli Hermes at Highways England and the contractors, Osborne, for clearing the track. The Clerk will check the combination lock on the padlock on the gate at East Street North to see if it is still working.

5] Proposal to consider employing a handyperson – The Clerk has circulated a draft job description. The Clerk envisages that the role will not have set hours and that the minimum wage of £8.72 would be applied and the employee would take care of their own PAYE and NI. Members were in agreement that a DBS check would be required which costs in the region of £30-50.00 and that the Parish Council would fund this. The Parish Council's insurer, Came & Company, has advised that as long as the Parish Council is responsible for the duties of the handyperson i.e. instructing what needs to be done and risk assessing this then the policy will cover the role for Public & Employees Liability Insurance. Cllr. Short asked about funding for this role. It was agreed that the hours will be variable and that a budget would need to be allocated to this role. It was agreed that there are sufficient funds in the Community Budget to fund this role in 2021/22 given that it is unlikely that either the Recreation Ground Committee or Village Hall Committee will need financial support. The Clerk agreed to carry out any risk assessments required and to store these. The Clerk will arrange for the role to be advertised.

6] Broadband in the village – The Clerk has contacted Stefania Renireo, Project Officer for Economic Development Growth at KCC to assist with getting better broadband for the village. The officer has agreed to investigate and to report back.

7] Waste Services – necessity to book an appointment at the tip. The Clerk was asked to write to KCC about Members concerns that the appointment system at the tips is contributing to more fly-tipping and whether the appointment system is necessary and will be continuing.

8] Vacancy on the Parish Council – Co-option – Members were asked to mention that there is still a vacancy on the Parish Council to local residents. The Clerk will advertise the role on the noticeboard and website again.

9] Census 2021 - The Clerk has circulated some information on the Census 2021 which is due to be taking place on the 21 March 2021. The Census will be a digital first Census and people will be encouraged to respond

online and it has been designed to be simple, straightforward and safe to complete. The Census field operation will follow up with people who are unable to complete the forms online. All contacts with the public will be socially distanced and staff will be equipped with full PPE.

10] Fly-tipping – At the last meeting Members asked Borough Councillor Piers Montague to find out from T&MBC what could be done to try and prevent more instances of fly-tipping. Borough Councillor Piers Montague has spoken to the Cabinet Member Robin Betts who has also been trying to get this issue a higher priority. Borough Councillor Piers Montague is also going to speak with the Leader to see if he has a view on addressing the problem. The Clerk will also now write to Waste Services and apply for St Vincents to be considered for CCTV coverage. The Clerk has also requested more fly-tipping notices from T&MBC. T&MBC has advised that these will be sent to the Clerk when the offices are re-opened which are currently closed due to the pandemic.

11] Communication – proposal to trial an electronic newsletter – The Clerk has prepared and circulated a draft newsletter which Members have approved. Members approved a quote for £125.00 to print 350 A4 copies on 160gsm paper. The aim is to distribute the newsletter electronically long term and residents will be asked to give their permission for this so as to comply with the requirements of GDPR. A delivery schedule was discussed and it was agreed that the Clerk will deliver sufficient copies to various Councillors to distribute to households in their area and the Clerk will deliver to properties on the outskirts of the village.

141/20] FINANCE

a) A statement as at 6 January 2021 was circulated:

Balances as at 3 February 2021:

Business Reserve Account	£ 26,003.14
Current Account	£ 455.40
National Savings Account:	£ 25,364.38

Receipts: None

Payments:

<u>Supplier</u>	<u>Description</u>	<u>Cheque</u>	<u>Amount Number</u>
Mrs L S Goldsmith	(Salary - January)	2136	£ 561.30
HMRC	(Tax – January)	2137	£ 140.20
Mrs L S Goldsmith	(Expenses – January)	2138	£ 174.11
Gel Creative	(Website Maintenance)	2139	£ 400.00
Total			£ 1,275.61

Transfer from Business Review Account to Current Account: £1,200.00

b) Other matters: None to discuss

c) Cheques for Signature – Approved

142/20 MEMBERS OF THE PUBLIC: None present.

143/20] PLANNING

a) Applications:

1] TM/21/00038/FL – The Warren, Trottiscliffe Road, Addington, ME19 5AZ

Erection of single storey rear and side extensions; insertion of replacement first floor window; and groundworks to provide new patio. *Resolved: No objection*

2] TM/20/02962/LDP – Winsor Works, London Road, Addington

Lawful Development Certificate Proposed: Concrete crushing operation.

Resolved: Object. We would be very concerned about the noise of the proposed operation and also possible HGV movements in and out of the site on to the busy A20 with very fast-moving traffic. We

would also like to remind T&MBC that there is stream to the rear of the site and we would be concerned about its possible contamination.

3] TM/20/02967/LDP – Winsor Works, London Road, Addington

Lawful Development Certificate Existing: General industrial use

Resolved: Object. We would question the current use of the site as we are not aware of any industrial use over the last few years. We would object to this site being used for industrial purposes on the basis of noise to neighboring properties and pollution. We would also be concerned about the number of HGV movements in and out of this site on to the busy A20 with very fast-moving traffic.

b) Applications received after distribution of the agenda: None received

c) Approvals

1] TM/20/02711- Park Cottage, Addington Green, ME19 5BG

Proposed side and rear single storey addition to form new plant room and open fronted, roofed verandah

d) Refusal: None to consider

e) Withdrawn applications:

f) Planning Appeals: Nothing new.

g) Other Matters

1] 16/00337/USEH - Jet Garage – The Clerk has reported to Enforcement that the car washing operations are operating outside the approved curtilage again. Enforcement has agreed to visit the site again when the hand car washing operations commence again.

2] 20/00030/USEH – Mayhill House, London Road, Addington – alleged unauthorised hardstanding and caravans – Enforcement has advised that a report recommending enforcement action against the material change in use of land and stationing of a static caravan unit with ancillary hardstanding south-east of Mayhill House is being drafted. Following this enforcement intend to commence enforcement proceedings on the chalet style building situated within the residential curtilage of Mayhill House.

3] 20/00032/USEH The Vineyard Restaurant, London Road, Addington – alleged unauthorised car washing activities – The Planning Inspector undertook their appeal site inspection on Monday 25 January 2021 therefore enforcement should receive an appeal decision within the next couple of weeks.

4] 20/00324/WORKH – Adjacent the Vineyard Restaurant, London Road, Addington - alleged unauthorised work to form new porch and patio area. Enforcement has carried out a site inspection recently and noted the alleged works. This case will require some further investigation.

5] 20/00275/WORKH – Land East of B2015 and South of London Road, Addington – alleged unauthorised engineering works - Enforcement has advised that the owner has been in contact to say that no further work will be carried out on the land until any planning permission has been granted. The gates are there to prevent unauthorised access at this time. Enforcement is still investigating the removal of the trees but the owners had asked in July last year if they could remove any dead or diseased trees. The landscape officer indicated at the time that this would be acceptable. Enforcement has taken photographs of most of the trees or stumps on site and they did show signs of decay. Enforcement will keep the site under inspection and are still looking to serve an Article 4 direction. The Clerk was asked to find out if the alleged decayed trees were marked for removal and if so by whom. Cllr. Robinson mentioned that on Google Earth maps the area is marked as Ancient Woodland and asked if the Clerk could establish who designated the area as such and were T&MBC aware when they gave permission for some trees to be removed.

6] 20/00325/WORKH - 26 Clearway – alleged unauthorised work to convert garage into a habitable room. Enforcement is investigating. Enforcement has advised that a letter has recently been sent to the owner in relation to the alleged unauthorised works explaining that planning permission should have been sought.

7] ‘Old Orchard’ to the east of Aldon Lane – The Clerk was asked to report to Enforcement concerns about recent activities on the site involving a number of deliveries of soil and groundworks.

144/20| HIGHWAYS:

a) Highways & PROW enquiries Outstanding: (as at 3 February 2021)

1] Enquiry 484292 – verges in St Vincents Lane are being eroded. Following a meeting with the Highways Steward last month a number of works are due to take place shortly.

2] Enquiry 506566 - Breaking up of the road and trench appearing in vicinity of the Angel Inn and Park Road - portal showing working are being programmed.

4] Enquiry 524272 Londerek, East Street – hedges as you enter East Street are very overgrown and full of brambles. KCC has attended and are programming works.

- 6] Aldon Lane – broken drain cover. *Now repaired*
7] Slip road Ford Lane – broken drain cover. Now repaired
8] Addington Lane – The Highways Steward has heard back from the drainage team who have been out to inspect the culvert on Addington Lane and are going to make contact with the landowner to have the ditch dug and then jet the culvert under the carriageway to make sure it is clear.
9] Overhanging vegetation outside Bonheure on the A20 and excessive amount of mud on the footpath. – The vegetation has been cut but there is still mud on the footpath.
10] Gateways and Signage to be installed on Sandy Lane, Ford Lane, St Vincent's Lane and Park Road. These works are set to be carried out on the 15 March 2021 under a 2 day road closure. A diversion route will be put in place whilst the works are being carried out
- b) New requiring attention
- 1] PROW 88335 - MR173 – tree blocking the footpath has been reported to PROW. A couple of residents have cut away part of the tree so that pedestrians can get through
2] Enquiry 549125 – Sandy Lane, opposite Braemar and west of The Birches, a possible dead tree and the canopy hanging across the lane and power cables has been reported
3] Enquiry 549124 – Bollard at the junction of Trottiscliffe Road and the A20 needs fixing to the ground.
4] Enquiry 522637 - North side of Sandy Lane – The Clerk was asked to report that there are a number of diseased looking trees dangerously hanging over the power lines and road.

c) Other matters:

- 1] Big Conversation Update – No update.
2] School bus issues with children crossing the A20 – A virtual meeting has been arranged for Tuesday 16 February with KCC to discuss this issue. Cllr. Macdonald-Gay, the Clerk, County Councillor Sarah Hohler and County Councillor Harry Rayner will attend.
3] Ash Trees on south side of A20 – KCC has advised the Clerk that all the proposed felling and tree surgery work has been completed and that there are no plans to more trees for the time being. KCC will be monitoring the remaining trees on a regular basis to see if there is any further decline in their condition. KCC do not propose to undertake any stump grinding of the stumps from the felled trees to facilitate planting as this would be extremely difficult due to the steepness of the bank that they are located on and were relying on a natural regeneration to fill the area. KCC have now agreed to meet with Members to discuss this situation once the Covid-19 restrictions ease. Cllr. Garrett reminded Members that KCC's own website promotes the planting of replacement trees and is actively looking for such projects.
4] Highways Improvement Plan – The Clerk has circulated an amended Highways Improvement Plan for Members to consider. Members discussed the key priorities and the Clerk will submit the revised plan to KCC.

145/20] REPORTS OF MEETINGS:

- a) Village Hall Committee – Cllr. Chalk was pleased to report that five volunteers have come forward to join the Committee following a leaflet drop in the village. Hopefully one of these volunteers will also be able to take over as the Treasurer. A virtual meeting is to be held soon.
- b) Recreation Ground Committee – Cllr. Robinson advised Members that the Recreation Ground Committee is working in conjunction with the Village Hall Committee and is getting a design costed for an upgrade to the CCTV. It is hoped that the new CCTV will give much clearer images including the ability to see number plates. Cllr. Robinson reported that the finances of both the Recreation Ground Committee and Village Hall Committee are very stable despite the pandemic as a result of grants from the Government. An initial grant payment of £10,000 was received by both Committees when lockdown measures were first imposed and when revenues were lost. A pro rata payments system was then implemented based on the Tier system and £667 was awarded for a 14 day period in December when the more restrictive Tier 4 was implemented. At the start of 2021 another “one off” grant of £4,000 was awarded followed by a termed payment of £2,001. Cllr. Robinson concluded that both Committees should be able to support all their outgoings and projects this year and not need any financial support from the Parish Council.
- c) Parish Partnership Panel – There has been no meeting.
- d) Standards Committee – There has been no meeting.

- e) KALC Area Committee – There has been no meeting. Cllr. Garrett urged Councillors to support SECAMB by agreeing to the Parish Council becoming an NHS Foundation Trust Member. An article on this has been circulated in the current edition of the Parish News.

146/20| OPEN SPACES:

1] Lantra Awards Tree Inspection Courses – Members considered an application from Mr Tony Leach for funding to attend the Advance course. Mr Leach has agreed to take on the voluntary role of tree warden and will conduct an annual walk of the village to conduct risk assessments and identify potential hazards. Members noted that Mr. Leach has a background in Health & Safety. It was **resolved** that the Parish Council would fund the cost of the three day training course and that Mr. Leach will attend the next course due to take place on the 13 April 2021 at a cost of £525.00.
2] East Street North Village Green, remedial and planting works – Members noted that Osborne have mechanically shovelled the debris away from the asphalt surface of the road from East Street North to the village green to provide an all-ability access to and from the bridge and to give sufficient width to get a small tractor down. Members thanked Cllr. Robinson for kindly overseeing these works. The Clerk will continue to liaise with KCC to ensure that they take ownership of the track and routinely maintain it as this is the only all ability access to this village green. Cllr. Robinson highlighted that a fire hydrant was found at the bottom of the track which must mean it belongs to KCC. KCC will need to confirm ownership and maintain the trackway to ensure hoses can be fixed to the hydrant should there been a fire on the motorway. Members agreed that some maintenance work is now needed to East Street North village green. The Clerk is in the process of obtaining quotes for one of the benches which has rotten legs and is unstable and for the lectern which has a panel missing, though these could be ideal jobs for the handyperson if recruited. The Clerk has asked Four Seasons for a quote to strim and flail mow the area twice a year and will also ask them to quote for sowing a flower meadow. A decision about whether to plant more saplings in this area will be made in the Spring.

147/20| CORRESPONDENCE:

- a) For information:
 - 1] Area 2 Planning Committee – 24 February 2021
 - 2] Joint Transportation Board – 8 March 2021
 - 3] Parish Partnership Panel – 4 February 2021
 - 4] Standards Committee – 3 March 2021 CANCELLED
 - 5] KALC Area Meeting – 18 March 2021
- b) On circulation (electronically): -
 - 1] Parish News – January 2021
- c) New requiring attention:
 - 1] Consultation on Vision Zero to be considered at the next meeting

148/20 ANY OTHER BUSINESS:

Satswana Report – Cllr. Garrett urged Members to read the article in the latest edition of the Satswana report on Cyber attacks.

Training – Members to let the Clerk know who would like to attend the KALC Planning Workshop

149/20| ITEMS FOR THE NEXT MEETING:

150/20| DATE OF THE NEXT MEETING:

The next Parish Council meeting will be held on Wednesday 3 March 2021 at 8pm.

21:57hrs The Meeting was closed to the public

151/20 ANY CONFIDENTIAL MATTERS:

Cllr. Short expressed her concern about the perceived lack of response and accountability from the Borough Councillors and feels that they should be more pro-active about finding out what are the issues and progressing

these on behalf of the Parish Council. Members discussed their expectations and agreed that sometimes the Borough Councillors seem to ‘brush-off’ any issues raised. It was agreed that in the future Members would adopt a more assertive approach by questioning what they have done. Members agreed to let the Clerk know of any issues to be raised with Borough Councillors so that they can be passed on to them before the meeting so that they can come prepared. The Clerk will also ask them to advise which of them is attending each meeting so that a continuity of feedback is given.

The meeting was closed at 22:20hrs

Signed _____ Chairman Date _____