

ADDINGTON PARISH COUNCIL

Minutes of a Parish Council Meeting held in Addington Village Hall on the 2 June 2021 at 20:00hrs

Present: Cllr. Mrs P. Garrett – Chairman, Cllrs. Mrs. A. Adams, Mrs. L. Chalk, Mr. P. Robinson
Borough Councillor Ann Kemp

37/21 APOLOGIES FOR ABSENCE: County Councillor Sarah Hohler, Borough Councillor Piers Montague and Councillors Mr. S. Macdonald-Gay and Mrs. C. Short

38/21] DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION

There were none.

39/21] MINUTES OF THE LAST MEETING:

It was proposed and agreed that the Chairman, sign the minutes of the Annual Parish Council meeting held on the 5 May 2021.

40/21] REPORTS

a) County Councillor - County Councillor Sarah Hohler was unable to attend the meeting.
b) Borough Councillor – Borough Councillor Ann Kemp reported that T&MBC are holding hybrid meetings with a mixture of Councillors and the public attending in person and virtually. Prior to the meeting Members had asked for an update on the Local Government Boundary Commission for England review of wards in T&MBC. The first stage concluded that the number of Ward Councillors could be reduced from 54 to 43. Borough Councillor Ann Kemp explained that the nature of the existing Downs and Mereworth ward is that it is too big to be represented by 1 councillor and will be too small to be represented by 2 councillors. Given the position of the Downs and Mereworth ward in the middle of the Borough and covering 7 rural communities, which each have relatively small electorates and little future predicted growth, means that the likelihood is that it will be divided up. T&MBC is considering three options. One option is to put Addington and Trottiscliffe in a ward with villages to the south, potentially as far as Hadlow and Wateringbury. However, it is questionable whether this would best reflect the community interests. Another option is for Addington and Trottiscliffe to join villages to the west, but this could mean a ward stretching from Wrotham Heath right across to East Malling which again might not best reflect the nature of the village. The third and probably best option is for Addington and Trottiscliffe to join the Wrotham ward creating a ward with parishes in the north-west of the borough, each with a shared interest and nestled on and at the foot of the North Downs. This would also preserve 2 councillors representing Addington. Members were in agreement that the latter option would be better for the village and Borough Councillor Ann Kemp urged the Parish Council to send in a response to support this. Cllr. Garrett referred to a report from the Director of Street Scene, Leisure & Technical Services at T&MBC in which it was reported that the levels of fly tips in Tonbridge & Malling have risen by 76% which has been attributed to unregistered waste carriers. T&MBC has put in some measures to increase the ability of staff to take enforcement action against fly tipping and recent publicity campaigns encouraging residents to use registered waste carriers seem to be helping. The Saturday freighter service remains suspended until the service can be delivered safely. Cllr. Robinson reported that the recently erected signs to discourage people from fly tipping in St Vincents Lane seem to be working.

20:25hrs Borough Councillor Ann Kemp left the meeting.

c) Kent Police – On the 8 May 2021 somebody keyed a Ford Focus parked in the East Street. Kent Police are continuing their enquires. On the 12 May in Trottiscliffe Road somebody threw stones off a bridge and smashed the window of a vehicle driving down the motorway. On the 25 May in London Road somebody broke into a workshop and stole power tools. In Trottiscliffe, on the 6 May, somebody tried to steal a vehicle from Taylors Lane damaging the ignition. They do not appear to have taken anything. Local knowledge informs us that riders of quad bikes recently drove across the golf club pitches causing £25,000.00 of damage to both the pitches and barriers.

41/21] 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 will arrange for an annual inspection of the electrics in each BT box.
- 2] T&MBC Local Plan Development – The Local Hearing is still suspended.
- 3] East Street Footbridge, planting, light and noise issues – Cllrs. Garrett and Short met with a group of residents from East Street and MP Tom Tugendhat on the 21 May 2021. It was obvious to everyone that the supplied Cypress trees were dead or dying. The landscape sketch of the proposed installation of the trees suggested that the ground level would be raised, which Members recall being agreed at a previous meeting. If that had been done the height of the trees would have been more effective. MP Tom Tugendhat agreed at this meeting to contact the Highways England project team and arrange an on-site meeting to discuss a way forward and to address the resident’s concerns about the type and height of tree planted and their long term maintenance. Highways England assured the Parish Council that they would reinstate the area used for the construction work and have still not provided a plan of the proposed replanting. The planting of mixed trees, south of the cypress trees, have rabbit guards but no stakes and are already collapsing. The Clerk will ask the Parish Council’s groundworker to stake these trees. Members noted that the Highways Smart Motorway team have planted some whips by the motorway fencing and have agreed to a site meeting with some of the residents of East Street and the Highways England landscape team to discuss further planting. Members were in agreement that the Parish Council should continue to support the residents of East Street with both these ongoing issues with Highways England. The Clerk will continue to liaise with Highways England and MP Tom Tugendhat and try and obtain a plan for the proposed replanting where the construction took place. It was agreed that the Clerk should apply for a Woodland Trust 105 sapling pack to be planted in this area. Applications have just opened with deliveries expected to be by the end of November.
- 4] Face to Face Parish Council meetings – In between meetings Members **resolved** to hold Parish Council meetings in the village hall which offers more space so that social distancing measures can be observed. The Clerk was also authorised in between meetings to sign the Special Conditions of Hire for the village hall. Attendees of a Parish Council meeting will be asked to sign in using the village hall QR code or by completing a register kept by the Clerk. The Clerk will ensure all the Special Conditions of Hire are adhered to at each meeting. Members were pleased to hear that the Parish Council can use these facilities free of charge for the foreseeable future.
- 5] Communications – The Clerk is now an administrator on the facebook page and will continue to place posts on a regular basis to try and encourage the number of followers. The Clerk will produce a draft newsletter for the next meeting. The Clerk has posted details about a new Buddy Scheme organised by Larkfield Community Group on facebook. Cllr. Garrett encouraged Councillors to reach out to new residents in the village.
- 6] Queen’s Platinum Jubilee –The Clerk has booked the village hall for Saturday 4 June 2021 for an afternoon and evening event which could include a cricket match with afternoon tea and then an evening of entertainment with participants bringing their own picnics. Members are keen that all the organisations in the village take part and the Clerk will now contact them to obtain their support and suggestions for celebrating the Jubilee. The Queen’s Green Canopy (QGC) is a tree planting initiative created to mark the Platinum Jubilee in 2022. Everyone across the UK is being invited by the Woodland Trust to plant a free tree from October 2021, when the tree planting season begins, through to the end of the Jubilee year in 2022. The Clerk was asked to apply for a free tree when the application process opens later this month.
- 7] Vacancy on the Parish Council – Cllr. Garrett encouraged Members to discuss the vacancy with local residents and to point out the importance of having a proactive Parish Council with local people.

42/21] FINANCE

a) A statement as at 2 June 2021 was circulated:

Balances as at 2 June 2021:

Business Reserve Account	£ 30,703.94
Current Account	£ 1,031.63
National Savings Account:	£ 25,364.38

Receipts: None

Payments:

<u>Supplier</u>	<u>Description</u>	<u>Cheque Number</u>	<u>Amount</u>
Zurich Insurance	(Annual Insurance)	2158	£ 489.09
Mrs L S Goldsmith	(Salary – April)	2159	£ 580.00
HMRC	(Tax – April)	2160	£ 145.00
Mrs L S Goldsmith	(Expenses – March)	2161	£ 184.31
Viking	(Stationery)	2162	£ 95.40
Four Seasons Gardens	(Grounds Maint)	2163	£ 489.89
Satswana	(DPO Services)	2164	£ 180.00
Les Henry Associates	(Consultancy)	2165	£ 400.00
Total:			£2,563.69

Transfer from the Business Reserve Account to the Current Account: £2,500.00b) Other matters:

1] Annual Internal Audit 2020/21 – The Clerk reported that the internal auditor had attended that afternoon and had found no major issues but will be providing a full report and had signed and approved the Annual Internal Audit Report 2020/21.

2] Annual Governance Statement 2020/21 – Each statement was read out and approved by full Council and the Statement was then signed by Cllr. Garrett and the Responsible Finance Officer.

3] Accounting Statements 2020/21 – these were approved by full Council and signed as above by Cllr. Garrett and the Responsible Finance Officer.

4] Renewal of DPO Services – Members **resolved** to renew the contract with Satswana as Data Protection Officer at a cost of £180.00 for the year.

5] Insurance Renewal - Members noted that a cheque was signed between meeting for the new 3 year long term agreement with Zurich at a cost of £489.09 per annum.

6] Proposal to apply for a Unity Trust Online Account – The Clerk reported that the transfer to a Unity Trust account in another parish had been very smooth and working really well. Members resolved to open an online account with Unity Trust with three-way approval meaning the Clerk can set up payments only and two Councillors can authorise the payments online. The Clerk explained that the transfer will need to be done with the Councillors on the existing mandate and that Unity Trust Bank will arrange for the funds in the NatWest Account to be transferred across.

c) Cheques for Signature – Approved

43/21 MEMBERS OF THE PUBLIC:

Members noted correspondence from a local resident who is concerned that Ferns have not removed the temporary roadworks and not re-opened the new carriageway. It was also noted that the temporary traffic lights are often not working.

44/21] PLANNINGa) Applications:

Cllr. Garrett abstained and did not take part in the discussion or decision making

1] TM/21/01301/FL – Mount Cottage, Aldon Lane, Addington, ME19 5PG

Proposed single storey rear extension *Resolved: No objection*

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

c) Approvals:

1] 1] 20/00738/FL – Wyndamere, East Street, Addington, ME19 5DE

Construction of ground and first floor front extension

d) Refusal: None to consider

e) Withdrawn applications None to consider

f) Planning Appeals: No new appeals

g) Other Matters

1] 16/00337/USEH - Jet Garage – Enforcement continue to monitor the site.

2] 20/00030/USEH – Mayhill House, London Road, Addington – alleged unauthorised hardstanding and caravans – Enforcement has advised that the case remains under investigation against the alleged residential use of a chalet style bungalow in the curtilage of Mayhill House. An enforcement notice was served on the 8 April 2021 which became effective on 10 May 2021 regarding the static unit. The Clerk is waiting for further updates from Enforcement.

3] 20/00032/USEH The Vineyard Restaurant, London Road, Addington – alleged unauthorised car washing activities – Members were disappointed to note that car washing activities started up again shortly after the last meeting which the Clerk reported to Enforcement. Enforcement took action and the agent representing this site contacted them on the 18 May 2021 to confirm that the car washing activities had now ceased and the adverts etc removed. Enforcement has inspected the site on three separate occasions since this contact and have observed no car washing activities being undertaken.

4] 20/00324/WORKH – Adjacent the Vineyard Restaurant, London Road, Addington - alleged unauthorised work to form new porch and patio area - Enforcement is waiting for a response to the letter sent to the premises owners to advise them that planning permission is required.

5] The Birches, Sandy Lane -Enforcement has advised that they are looking to serve a tree replanting Notice at this site and are working on what should be in this Notice and it will be served stating that the owner must undertake the works in the next planting season.

6] 21/00149/TPOH – Ivanyhay, Sandy Lane, Addington - alleged unauthorised removal of trees – Enforcement has received the tree surgeon report from the owner following the removal of the trees and is in the process of fixing a date for the site visit. Enforcement has also reminded the owner about the need to discharge the landscaping condition and will seek to establish during the visit whether any development has taken place prior to this condition being satisfied.

7] 21/00153/ADVH – The Vineyard, London Road, Addington – regarding alleged unauthorised sign/adverts – Enforcement has inspected the site and adverts noted. They will need to be assessed against the provisions set out in the Town and Country Planning (Control of Advertisement) Regulations 2007 which sets out what advertisements benefit from deemed consent and which advertisements will require express written consent.

8] Old Orchard’ Aldon Lane/A20 – groundworks activity – Enforcement is monitoring the site.

45/21] HIGHWAYS:

a) Highways & PROW enquiries Outstanding: (as at 5 May 2021)

1] Enquiry 484292 – verges in St Vincents Lane are being eroded. *The Highways Steward has advised works are being programmed*

2] Enquiry 506566 - Breaking up of the road and trench appearing in vicinity of the Angel Inn and Park Road – *works are programmed*

3] Enquiry 524272 Londerek, East Street – hedges as you enter East Street are very overgrown and full of brambles. *The Highways Steward has reminded the soft landscapes team that these works are overdue but will need to wait for the nesting season to end*

4] PROW 210454803 – the gate needs to be reinstated at the footpath to East Street from Addington Green – *works completed*

5] Enquiry 568142- A20 island opposite The Vineyard – damaged bollard and damage to the island – *works completed*

6] Enquiry 568152 - Salt Bin TM174 at the corner of Sandy Lane/St Vincents is empty and needs filling – *a new salt bin has been positioned in a new location and filled*

7] Enquiry 568145 - Pothole on the south carriageway of A20, west of Endeavour Park – *works completed*

8] Enquiry 568146 - Near to The Sycamores, London Road – dangerous metal post sticking up out of the ground on the verge – *Cllr. Garrett to check if this has been removed*
there is a redundant post covered by the sign which also needs removing – *works completed*

9] Enquiry 568150 - Addington Lane – huge pothole near to the Pearson’s Pit entrance – *works completed*

10] Enquiry 568153 - St Vincents Lane – the Clerk to report that the ongoing problem with the stream of water down the bank is back – *KCC has investigated and reported that the issue appears to be a natural spring in the verge approximately 100m down road from Sandy Lane. The spring is causing a small amount of water to discharge onto the highway however this is not*

posing a risk to the highway users or internal property flooding. KCC has carried out a risk assessment on this site and believe it to be at a low risk to highway users and managing springs is not included in their service levels. The Clerk was asked to suggest to KCC that the water could be coming from a nearby fire hydrant which could be leaking?

b) New requiring attention

- 1] Ferns – the Clerk to contact KCC, copying in County Councillor Sarah Hohler, to ask when the road will be reinstated as it is past the deadline they were given to reinstate the road and landscaping.
- 2] East Street – the Clerk to report a number of ruts in the road.
- 3] The Clearway – the Clerk to report that vegetation is blocking the sightlines exiting The Clearway on to the A20.
- 4] The Clearway - the road name sign on the north side at the St Vincents entrance is smashed and needs replacing

c) Other matters:

1] School bus issues with children crossing the A20 – The Clerk has circulated a copy of the report prepared by Les Henry Associates. Members were in agreement that the report presented a good case for the reinstatement of the bus service. It was **resolved** that the Clerk should submit this report to KCC, copying in County Councillors Sarah Hohler and Harry Rayner and request that the original school bus service is reinstated.

2] Highways Improvement Plan – Mr. Henry has advised that it will take him 7-8 hours to produce a further report to address the speed limit on the A20 and the requirement for a replacement flashing speed sign at the junction of the A20 and Trottiscliffe Road. Members resolved to accept this quote. The Clerk will send notes prepared by Cllr. Garrett in support of reinstating the flashing speed sign and state that there has been no fatalities in recent years because the sign was in place. The sign was installed after a number of fatalities and Members remain concerned that there will be more if the sign is not reinstated.

46/21] REPORTS OF MEETINGS:

- a) Village Hall Committee – Cllr. Chalk reported that the AGM was held on the 25 May 2021 and the Committee welcomed its new Members. The Committee has a number of projects in hand including replacing the curtains in the hall, replacing a blown glass pane at the fire exit that is letting in water and installing a new fire door by the meeting room. There are also plans to improve the paving area at the front of the village hall. The village hall now has WiFi and new CCTV cameras have been installed with some more on order. It was noted that the Committee needs to find a new Treasurer and that Gill Wilson would like to retire at the end of year and cease taking bookings and looking after the hall.
- b) Recreation Ground Committee – Cllr. Robinson reported that the new CCTV cameras have been installed. Chestnut fencing has recently been erected around the perimeter of the recreation ground. The RoSPA inspection of the playground is due next month. Cllr. Robinson was delighted to report that the cricket season has started. The Bridge Club continues to meet virtually and it is doubtful if it will continue to use the sports pavilion which will be an unfortunate loss of income.
- c) Parish Partnership Panel – There has been no meeting. The meeting due to be held in May was cancelled as it would have been too difficult to hold as a hybrid.
- d) Standards Committee – There has been no meeting.
- e) KALC Area Committee – There has been no meeting. The meeting due to be held in May was cancelled for the same reasons as above.

47/21] OPEN SPACES:

1] East Street North Village Green, remedial and planting works –

The Clerk is waiting for the delivery of the Glasdon Elwood bench for the other side of the village green so that walkers can sit and admire the view. It was agreed that the Clerk should apply for a Woodland Trust 105 sapling pack for this area as well to be planted in the Autumn.

2] Tree Warden – Mr. Leach has agreed to carry out a tree walk in September and will suggest some dates. Members **resolved** to agree to Mr. Leach purchasing a fluorescent jacket for a cost of £27.99.

3] Quad bikes – Cllr. Robinson advised that there has been no further incidents of quad bikes at the quarry or in the vicinity of the village hall though there has been an incident at the golf club.

48/21] CORRESPONDENCE:

a) For information:

- 1] Area 2 Planning Committee – 30 June 2021
- 2] Joint Transportation Board – 7 June 2021
- 3] Parish Partnership Panel – 2 September 2021
- 4] Standards Committee – 9 June 2021- Cancelled
- 5] KALC Area Meeting – 15 or 22 July 2021

b) On circulation (electronically): -

- 1] Parish News – May 2021

c) New requiring attention:

- 1] LGBCE Boundary Review Warding Patterns – Members were asked to let the Clerk know if they would like to attend the Local Government Boundary Commission for England (LGBCE) virtual community briefing due to be held on the 9 June at 6pm which will provide further information about the proposed changes. Members **resolved** that the Clerk should write to the LGBCE to state that the Parish Council prefers Option 3, namely for Addington and Trottscliffe to join with the Wrotham ward to create a ward with parishes in the north-west of the borough, each with a shared interest.
- 2] DCMS Rural Broadband Consultation – Noted.

49/21 ANY OTHER BUSINESS: Nothing additional.

50/21] ITEMS FOR THE NEXT MEETING:

Cllrs. Garrett and Chalk gave their apologies for the next meeting.

51/21] DATE OF THE NEXT MEETING:

The next Parish Council meeting will be held on Wednesday 7 July 2021 at 8pm in the Village Hall Park Road, Addington.

52/21] ANY CONFIDENTIAL MATTERS:

There were none.

The meeting was closed at 21:40hrs

Signed _____ Chairman Date _____