

ADDINGTON PARISH COUNCIL
Minutes of a Parish Council Meeting held in Addington Village Hall
on the 6 October 2021 at 20:00hrs

Present: Cllr. Mrs P. Garrett – Chairman, Cllrs. Mrs. A. Adams, Mr. P. Robinson & Mrs. C. Short

In Attendance: Louise Goldsmith (Clerk), Councillor Sarah Hohler & Borough Councillor Ann Kemp

85/21 APOLOGIES FOR ABSENCE:

An apology for absence was received from Borough Councillor Piers Montague. Apologies were also received from Cllrs. Macdonald-Gay and Chalk for ill health reasons.

86/21] DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION:

There were none.

87/21] MINUTES OF THE LAST MEETING:

It was proposed and agreed that the Chairman, sign the minutes of the Parish Council meeting held on the 1 September 2021 as a true and accurate record of the meeting.

88/21] REPORTS

a) County Councillor – County Councillor Sarah Hohler advised Members that KCC has identified all the roads at risk if the proposed Lower Thames Crossing goes ahead and is considering what can be done to alleviate the problems expected. KCC is also assessing the effect the construction works will have on local road networks. County Councillor Sarah Hohler advised Members that the KCC Regulation Committee considered complaints about the quarry at its meeting on the 23 September 2021. An officer has now been assigned to investigate a number of concerns which have been raised about the quarry regarding breaches of permitted hours, lorry movements exceeding permitted totals and Vehicle Operating Licenses for the site. These breaches may constitute a material change of use which would require planning permission. KCC has warned the operator of enforcement action/prosecution and of the need to comply with obligations conferred by the current planning permission. The Clerk has been provided with the number of the officer investigating these issues who is keen to hear from any residents who have concerns. County Councillor Sarah Hohler reported that KCC has treated the equivalent of 127 miles of road in 2021 as part its commitment to road surface preservation. The cost of the new resurfacing method is about £7 per square metre and can last up to 10 years, traditional methods used to cost between £20-25 per square metre and lasted the same period of time. In addition to these cost savings a further bonus is that the carbon emissions on the new road surface are up to 5% lower. County Councillor Sarah Hohler is waiting for an update from County Councillor Harry Rayner on whether the original TW10 bus service can be reinstated. County Councillor Sarah Hohler has met with the new Schemes Project Manager for KCC to discuss possible improvements to Seven Mile Lane. Improving sight lines and road markings at the crossroads with Comp Lane is being considered but the overall speed limit will not be reduced. Cllr. Robinson asked what KCC is going to do about the ongoing problem of verges and hedges obstructing sightlines on road. County Councillor Sarah Hohler advised Members that KCC has a policy to cut these back 1 metre per year but added that there is mounting pressure to increase the number of cuts to two a year.

b) Borough Councillor – Borough Councillor Ann Kemp was pleased to advise Members that T&MBC has approved plans for a new sustainable lakeside café and watersports facility at Leybourne Lakes. Borough Councillor Ann Kemp encouraged Members to respond to the consultation that has just been opened on the boundary review. As predicted the independent electoral review has recommended a new patterns of wards. Addington and Trottscliffe will become part of a ward to be called Pilgrims with Ightham. Addington will 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 does that Addington will be represented by two Borough Councillors. T&MBC has also launched a consultation, ‘What Matters to You’, which invites residents to highlight areas they would like the authority to focus on. T&MBC is also re-assessing the future format of Parish Partnership Panel meetings in a response to a request to make the meetings more two-way. Borough Councillor Ann Kemp also advised that T&MBC is supportive of the investment in the proposed Lower Thames crossing and the economic benefits it could deliver. Officers have had several

meetings and continue to liaise with the Lower Thames Crossing Team regarding the potential local impacts of the project. One of the key issues has been that whilst the scheme allows for some road improvements in the vicinity of the crossing a funding package was not initially put in place for wider road improvements as there was concern that adding these in the scheme would not progress at all. T&MBC remain supportive of the economic development that the project brings but agree that it needs to be carefully managed and delivered and are requesting improvements to roads and junctions in the area. Cllr. Garrett advised Borough Councillor Ann Kemp that some properties in the vicinity of the Jet Garage on the A20 were unable to have their black bin emptied last week because the refuse lorry could not gain access as the road was blocked by cars queuing for petrol. Borough Councillor Ann Kemp agreed to mention this to Waste Services to find out if anything could be done otherwise the residents affected will have to wait another 2 weeks to get their black bins emptied.

20:26hrs County Councillor Sarah Hohler and Borough Councillor Ann Kemp left the meeting

c) Kent Police – On the 9 September 2021 a dwelling in Mill House Lane, Addington was broken into and sewing equipment was stolen. On the 14 September 2021 a residential shed was broken into and £15,000 of tools were stolen in Church Lane, Trottiscliffe. On the 24 September 2021 two sheds were broken into at a residential property in Pinesfield Lane, Trottiscliffe and three mountain bikes and gardening materials were stolen.

89/21] 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.

2] T&MBC Local Plan Development – At a meeting of the full Council on the 13 July 2021 T&MBC agreed that the best course of action would be to withdraw their current Local Plan rather than appeal against the Inspectorate’s decision. T&MBC will commence working on a new Local Plan and it is anticipated that there will be further call for sites though the key strategic sites identified before, such as a proposal for 3000 houses at Borough Green are expected to remain.

3] East Street Footbridge, planting, light and noise issues – Members discussed their disappointment with the level of planting undertaken by National Highways, (formerly Highways England), and will continue to raise this with MP Tom Tugendhat. A meeting is yet to be arranged between MP Tom Tugendhat and National Highways to discuss the local resident’s concerns about the type and height of trees planted. The Clerk will post a request on Facebook and in the newsletter for volunteers to come and help plant the 105 saplings at East Street that are due to be delivered by The Woodland Trust in November 2021.

4] Queen’s Platinum Jubilee – A committee has been formed to include representatives from all the organisations in the village. Graham and Christine Halliday-Saddler (Church), Cllr. Chalk (Parish Council), Brian Taylor (Village Hall Committee) and Andy Rimmer (Recreation Ground Committee). An update on progress made with organising a village event will be given at the next meeting. Cllr. Robinson advised that the Recreation Ground Committee would be keen to provide a ‘bar’ service for any event organised. The Seekers Trust has advised the Clerk that they would be willing for their car park to be used if additional parking is needed for any events organised and will be considering how to mark this event.

5] Newsletter – Members approved a draft copy of the newsletter prepared and circulated by the Clerk. Members **resolved** to include information on the local charity U3A in the newsletter but that a request to include information on privately run yoga classes should be added to the calendar on the website and not included in the newsletter. The Clerk will circulate the newsletter and arrange for the articles to be posted on the website.

6] T&MBC Waste Collections – Garden waste collections and the bulky waste service are not expected to restart for some time as Urbaser is struggling to find and retain HGV drivers. The fuel crisis has also exacerbated the problem. Refuse lorry drivers are refuelling whenever they have the opportunity to do so.

7] Proposal to consider the renewal of the Recreation Ground Lease – Members noted that the Clerk has contacted Brachers LLP who prepared the original lease dated 4 October 1968. The 1968 lease was granted for a term of 99 years from 31 December 1966 and so will not legally end until 30 December 2065. Brachers LLP has advised that ending the lease will require a formal surrender of the old lease and the granting of a new lease, on agreed terms. However, the surrender of a lease requires both the landlord and the tenant to agree the surrender. As the lease is still current and the signatories are no longer alive the solicitor has advised that a surrender of the lease can only be effected with the consent of the current tenant. Any action with the current lease will possibly require the consent of the Official Custodian. The solicitor has advised that the Parish Council, as landlord, should be in a position that it is satisfied that any surrender agreed with

the tenant is made with the party/individuals with authority to agree such surrender and where necessary, with the consent of the Official Custodian. If this process is not followed it is possible that any new lease may not properly revoke the old lease. Members considered two quotes from Brachers LLP. The preparation of the Deed of Surrender (without becoming involved in the identity of the party agreeing to the surrender) the fee will be in the region of £600 plus VAT and disbursements. To prepare a basic form of lease of the playing fields to a Charity the fee is estimated to be £1,320 plus VAT and disbursements. Members were in agreement that it is important for the issue of the identity of the party agreeing to the surrender to be resolved and that the Clerk should instruct Brachers LLP on this basis. Cllr. Robinson suggested and it was agreed that a quote is also obtained for the renewal of the lease for the village hall.

8] Feedback from Clerks Conference on National Planning – The Clerk has circulated information from the recently held Clerk’s conference and in particular the presentation slides on planning. Members discussed a suggestion that developing Design Codes could help safeguard the design of the village and it was agreed that the Clerk should contact the consultant who gave the presentation for further information on the process and the costs involved and grants available.

90/21] FINANCE

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

Balances as at 6 October 2021:

Unity Trust Account: £23,009.13
National Savings Account: £25,546.99

Payments:

<u>Supplier</u>	<u>Description</u>	<u>Amount</u>
Mrs L S Goldsmith	(Salary – September)	£596.00
HMRC	(Tax – September)	£149.00
Mrs L S Goldsmith	(Expenses – September)	£221.51
Four Seasons Gardens	(Grounds Maintenance)	£926.55
Gel Creative	(Website Maintenance)	£590.00
PKF Littlejohn LLP	(Limited Assurance Review)	£240.00
Anthony Leach	(Hivis Traffic Jacket)	£ 27.99
Unity Trust Bank	(Service Charge)	£ 18.00
The Small Works Company	(Maintenance works)	£1,127.61
Total		£2,769.05

Resolved: To make the above payments electronically and to be authorised online by Cllrs. Short and Garrett

b) Other matters:

1] Unity Trust Online Account – The Clerk was pleased to report that Cllrs. Garrett, Robinson, Chalk and Short can all now access the online facilities and can authorise payments. Cllr. Adams agreed to contact Unity Trust to gain access to the online banking facility.

2] Review of Financial Regulation - The Financial Regulations have been amended to include guidance for online banking. Members **resolved** to adopt the revised regulations subject to an amendment that any expenditure over £2000 and not £5000 requires authorisation by Full Council. The Clerk as the Responsible Finance Officer and administrator of the online account will also arrange for the password and pin number for the online banking account to be provided in a sealed envelope to the Chairman for safekeeping.

3] To ratify a decision to authorise remedial works including to the bus stop – Members ratified a decision in between meetings to appoint The Small Works Building Company to carry out repairs to the bus stop in Trottiscliffe Road and to move the noticeboard adjacent to it to the back wall of the bus stop where it can be protected from the elements. The quote estimated that the repairs will take two days at a daily rate of £250.00 plus materials. Members noted that the remedial works had been completed that afternoon and were very happy with the results.

4] To note the AGAR Section 3 External Auditor Report and Notice of Conclusion of Audit - Members were pleased to note that the External Auditor has completed the review of Sections 1 and 2 of the Annual Governance & Accountability Return (AGAR) and have concluded that the information is in accordance with Proper Practices and that no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met. The Clerk has arranged for the Notice of Conclusion of the Audit to be displayed on the website and noticeboard along with the relevant sections of the AGAR.

5] VAT Claim: Members noted that the Clerk has submitted a claim for a refund of VAT on items paid 1 April 2020 – 31 March 2021.

91/21 MEMBERS OF THE PUBLIC:

Members noted a request from a local resident to include information on privately run yoga lessons in the village hall in the newsletter. Members also noted correspondence from a local resident who is suffering from breathing problems and is concerned that this is linked to the extraction of silica sand from the quarry.

92/21] PLANNING

a) Applications:

1] 21/02135/FL – Offham Service Station, London Road, Addington. ME19 5AL

Temporary change of use of land to hand car wash and stationing of portacabin to act as staff welfare unit (3 years)

Resolved: We object. The proposal is for the stationing of a portacabin adjacent to ancient woodland. When the portacabin was there before we noted that there was damage to the woodland coupled with an infestation of rats and the problems associated with this. The Parish Council has a defibrillator on the forecourt of the petrol station and cars belonging to the workers regularly block access to this which would be exacerbated if a portacabin is approved. We concur with the comments of the Environment Agency and object because the proposed development poses an unacceptable risk of pollution of groundwater. The previous portacabin housed washing machines and toilet facilities which resulted in the discharge of contaminants into the ground via the surface water soakaway which presents a risk of pollution to groundwater supplies. We also note and agree that Southern Water require a formal application for a connection to the public foul sewer by the applicant. Southern Water also make reference to the fact that the areas used for vehicle washing should be connected to a public foul sewer and that a trade effluent discharge licence should be acquired. We have on many occasions expressed our concerns about the discharge of contaminants into the groundwater supply from both the vehicle washing and the previous portacabin. We would like to mention that Parkfoot Garage further along the A20 is an exemplary example of car washing facilities.

b) Approvals:

c) Refusals: None to consider

d) Withdrawn applications: None to consider

e) Planning Appeals: None to consider

f) Other Matters

1] 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 has been served regarding the static unit. The owners have indicated that planning permission will be sought however an application has not been received yet. The Clerk was asked to advise Enforcement that a large grey building has now been erected on the left hand side of the driveway.

2] 21/00149/TPOH – Ivanhay, Sandy Lane, Addington - alleged unauthorised removal of trees –

Enforcement has visited the site and met with the contractor. Other than the tree works, no works on the development have begun. It is likely that this will take place towards the end of the year. The owner and contractor are aware of the need to discharge the landscaping condition prior to commencement.

3] 21/00153/ADVH – The Vineyard, London Road, Addington – regarding alleged unauthorised sign/adverts –

Enforcement has confirmed that the signage could potentially fall within Class 5 of the Town and Country Planning (Control of Advertisements) Regulations 2007. Enforcement plan to meet with the owners imminently to discuss the signage.

4] S106 Agreements/Planning Obligations – T&MBC has advised that they will be looking to make arrangements to meet with parishes and will be in touch soon.

5] TM/20/01876/OA – West Malling Golf Club, outline application erection of 3 dwellings – Members noted that the applicant has lodged an appeal regarding the above proposal and the decision of T&MBC.

6] Concerns about the effects of silica sand – Members considered correspondence received from a local resident who is suffering breathing problems and believes this is linked to the extraction of silica sand at the quarry. The Clerk was asked to write to KCC copying in MP Tom Tugendhat asking if this claim could be investigated and what measures are in place to protect the village from the effects of silica sand being extracted.

93/21| HIGHWAYS:

a) Highways & PROW enquiries Outstanding:

1] Enquiry 484292 – verges in St Vincents Lane are being eroded. *The Highways Steward has advised that KCC is trying to allocate a budget to do the works*

2] Enquiry 506566 - Breaking up of the road and trench appearing in vicinity of the Angel Inn and Park Road – The Clerk to discuss with the Highways Steward

3] Issues with parking in East Street – the Clerk met with the Highways Steward on the 14 September 2021 to discuss the issue of cars parking in the hammerhead turning. The Highways Steward is looking into what signage may be possible and also establishing land ownership.

4] Enquiry 596236 - Park Road – the Clerk has reported that the hedge needs cutting.

5] Enquiry 594761 – The cracked carriageway at the eastern entrance to the Jet Garage, London Road has been reported.

6] Enquiry 596231 – the Clerk has reported a split tree on St Vincents Lane.

7] Fault 210969771 - MR172 – Bonheure to Merrythought – footpath blocked by brambles. Cllr. Garrett reported that it looks like someone has been trying to flatten the brambles.

8] Fault 210879780 – St Vincents Lane to Ford Lane – footpath blocked by brambles has been reported.

9] Fault 210949868 - Footpath from East Street to Mill House Lane – the Clerk has reported a number of diseased trees adjacent to this footpath

10] Enquiry 596234 - Ogging outside Heathfield on A20 – the Clerk has reported that ogging has been laid where the verge was churned up by lorries

11] Fault 210910210 - Footpath from Mill Lane to East Street – the Clerk has reported that the fence bordering the dwelling Kingfishers is falling across the footpath.

12] Kent Horse Show – legalities of horses being ridden on the busy A20 to be investigated

b) New requiring attention

1] Enquiry 597902 – Fingerpost at junction of Mill House Lane and Trottiscliffe Road – the Clerk has asked for this to be refurbished

2] Enquiries (various – 597903, 597904, 597905, 597906, 597907) – request for remedial works to a number of trees in the village

3] Heathfield, A20 – cars are parked and regularly blocking the verge and footpath. The Clerk will advise the PCSO.

c) Other matters:

1] School bus issues with children crossing the A20 – There was no update.

2] Highways Improvement Plan – The report from Les Henry Associates on addressing the speed limit on the A20 and the requirement for a replacement flashing speed sign at the junction of the A20 and Trottiscliffe Road is to be discussed at a virtual meeting with the new Schemes Planning & Delivery Project Manager due to be held on the 8 October 2021.

94/21| REPORTS OF MEETINGS:

- a) Village Hall Committee – There was no report.
- b) Recreation Ground Committee – Cllr. Robinson offered to assist the Clerk and Brachers LLP in the process of drawing up a new lease for the recreation ground.
- c) Parish Partnership Panel – Cllr. Adams attended the meeting held on the 2 September 2021 and reported that Acting Chief Inspector Lizzie Jones sent a report to the meeting explaining what action Kent Police is taking to try and tackle the recent increase in thefts from outbuildings. Several people have been arrested and it is hoped that the number of incidents will now reduce. The Head of Communications at T&MBC provided a demonstration of the Borough Council's new website launched in June 2021. Early feedback has been positive and users are finding it much easier to navigate. The Leader of the Borough Council, Matt Boughton, advised that T&MBC is considering a number of options for the future format of Parish Partnership meetings and these will be considered by the Overview and Scrutiny Committee later in the year. Parish Councils have indicated that they would like more involvement in the setting the agenda and discussions to ensure that matters discussed were relevant and appropriate.
- d) Standards Committee – Cllr. Short is due to attend the meeting to be held on the 11 October 2021.
- e) KALC Area Committee – There has been no meeting. Members were disappointed to hear that Sarah Barker has had to resign as the Chairman of KALC. Cllr. Short is due to attend the next meeting on the 21 October 2021 and the AGM is on the 13 November 2021. Members were pleased to note that the article and photographs of the KALC Community Award winners for Addington for 2020 and 2021 has been included in the current edition of the Parish News.

95/21| OPEN SPACES:

1] East Street North Village Green, remedial and planting works –Members noted that Four Seasons will be cutting the hedges on the 7 October 2021 and will complete the works on the 21 October. Four Seasons have advised that the wildflower meadow planted at East Street North should have flowered by now. They have been checking the area and have reported that unfortunately rabbits have eaten all the plants before they have had a chance to grown. Four Seasons have suggested replanting the area again but fencing in the areas. Members were in agreement that this would be too expensive to do and would also detract from the natural effect. The Clerk was asked to find out what could be planted in the area that might thrive and provide some natural habitat and colour. Members noted that The Small Works Building Company has laid some slabs and installed the new bench at East Street North.

2] Annual Tree Inspection Walk – Cllrs. Garrett, Robinson and the Clerk walked around the village on the 15 September 2021 with Anthony Leach, Tree Warden, to assess which trees require remedial works. The Tree Warden has since prepared and circulated a report. The Clerk has reported a number of trees which belong to KCC that the Tree Warden has suggested need remedial works. Members **resolved** to accept a quote for £2,050.00 (including VAT) from Day Tree Fellers for works to trees belonging to the Parish Council on Addington Green, East Steet North, East Street and the village hall car park. Day Tree Fellers hope to carry out these works on the 3 November 2021. Members agreed to create a den underneath a large tree at East Street North and place the wrought iron bench around it. The Clerk has arranged a meeting with Bartletts Tree Experts on the 12 October 2021 to discuss the condition of the old oak tree on Addington Green. The Clerk was asked to thank Mr Leach for all his hard work in preparing such a comprehensive report.

3] Addington Green – Members **resolved** to accept a quote for 1-2 days work from The Small Works Building Company to restore the wrought iron bench that used to be on Addington Green and to refurbish the wooden bench on Addington Green. The Clerk has cleaned the noticeboard and millennium map on Addington Green and Clearway and has asked The Small Works Building Company to quote to refurbish them both. Moles continue to be active and it was agreed that the budget for 2022/23 should include an allowance to deal with this problem. Members **resolved** to approve a request for the Remembrance Service to be held on the village green again this year subject to sight of a risk assessment. It was noted that the Tommy Silhouette will be erected next week.

96/21| CORRESPONDENCE:

- a) For information:
- 1] Area 2 Planning Committee – 3 November 2021
 - 2] Joint Transportation Board – 22 November 2021
 - 3] Parish Partnership Panel – 4 November 2021
 - 4] Standards Committee – 11 October
 - 5] KALC Area Meeting – 21 October 2021 – AGM: 13 November 2021
- b) On circulation (electronically): -
- 1] Parish News – September 2021
- c) New requiring attention:
- 1] The Kent Police and Crime Commissioner Police and Crime Plan Survey – the Clerk will post information about the survey on Facebook
 - 2] Community Payback Project – Cllr. Robinson advised that the cricket club may be interested in this initiative and will make contact.
 - 3] Adult Social Care Strategy Consultation – Cllr. Short offered to look at the consultation documents and respond if appropriate.

97/21 ANY OTHER BUSINESS: Nothing additional to consider.

98/21] ITEMS FOR THE NEXT MEETING: Nothing additional.

99/21] DATE OF THE NEXT MEETING:

The next Parish Council meeting will be held on Wednesday 3 November 2021 at 8pm in the Village Hall Park Road, Addington.

100/21] ANY CONFIDENTIAL MATTERS:

There were none.

The meeting was closed at 21:56 hrs

Signed _____ Chairman Date _____