

**ADDINGTON PARISH COUNCIL**  
**Minutes of a Parish Council Meeting held in the Pavilion, Park Road**  
**held on Wednesday 2 November 2022 at 19:00hrs**

**Present:** Cllr. Mrs. P. Garrett - Chairman, Cllrs. Mrs. A. Adams, Mrs. L. Chalk,  
Mr. S. Macdonald-Gay, Mrs. C. Short.

**In Attendance:** Louise Goldsmith (Clerk), Borough Councillors Ann Kemp and Piers Montague  
Two members of the public (arrived 19:07hrs)

**94/22] APOLOGIES FOR ABSENCE:**

An apology for absence was received from County Councillor Sarah Hohler and Councillor Robinson and the reasons for absence were accepted.

**95/22] DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION:**

There were none.

**96/22] MINUTES OF THE LAST MEETING:**

It was proposed and **resolved** that the Chairman, sign the minutes of the Parish Council meeting held on the 5 October 2022 as a true and accurate record of the meeting.

**98/22] REPORTS**

a) County Councillor – County Councillor Sarah Hohler sent the following report. 3,871 Ukrainians have been matched with 1,642 hosts in Kent, more than any other County in the UK. 2,927 have already arrived and a further 944 is expected. KCC is offering an extra £50 per month to host one person given the rising cost of living. The Kent Minerals Plan Consultation is being done to link with the Draft Local Plan. There is no requirement for any additional mineral sites but sites are proposed as hard rock quarries. A dedicated furniture container has opened at the Household Waste and Recycling Centre in Tovil so furniture can be given to those in most need or sold to raise money for charities. Capital grants for sport in Kent have been awarded to local organisations. The 58 bus service continues to operate as a feeder service between Wrotham Heath and Maidstone Hospital. However, it is on the list for withdrawal of KCC support. Nu-Venture have no plans to change the morning and afternoon school journeys into Maidstone which operate on a commercial basis. KCC support for the Nu-Venture 70 service between Larkfield and Borough Green is also on the list for withdrawal however the school timed services to Wrotham School (Nu-Venture 501 and 502) will continue but will be renumbered and follow slightly different routes. Arriva have not given any indication that they plan to vary or cancel their 570 school journeys between Wrotham Heath and Maidstone (via Offham). The 58 and the 70 buses are the only off-peak bus services for this area so residents in Offham, Platt, Wrotham Heath, Addington, Birling, Ryarsh and Tottiscliffe will have no daytime bus services other than the Kent Karrier. Members expressed their disappointment with the fact that there are now no regular day time bus services. The Clerk was asked to request that County Councillor Sarah Hohler gives a progress report on how KCC is getting on with achieving the Strategic Goals it set at the beginning of the financial year.

b) Borough Councillor – Borough Councillor Ann Kemp reminded Members that Matthew Scott, the Kent Police and Crime Commissioner, would be speaking at the Parish Partnership meeting due to be held tomorrow. Cllr. Piers Montague advised Members that there is no further update on the ancient woodland (see agenda item 100/22 (e) (2)). Cllr. Garrett reminded the Borough Councillors that the residents have made a Freedom of Information request for a copy of the report stating that the trees were diseased and that the Parish Council is also still waiting for a copy of this report. Members expressed their concern about the protection of other ancient woodland sites given T&MBC had not stopped the removal of so many trees on this site. Borough Councillor Piers Montague explained that Enforcement has procedures they must follow and that the Officers are continuing to spend a lot of time on building a case to take further action if needed. Borough Councillor Piers Montague discussed the changes in the garden waste service. The garden waste bins for some residents will be emptied on a different day of the week to the other bins. This will help make the service more efficient and reduce the number of days when crews struggle to complete rounds.

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Cllr. Short asked when the waste service contract is due for renewal. Borough Councillor Piers Montague explained that the contract was not due to be renewed until 2027 and that it would be unlikely that the present contractor, Urbaser, would be considered.

*19:22hrs Borough Councillors Ann Kemp and Piers Montague left the meeting and Borough Councillor Mike Taylor arrived*

*Cllr. Garrett proposed and it was agreed to take the Open Session*

### **97/22] OPEN SESSION:**

Two members of the public expressed their concern about site 59850 (East Street) which has been put forward in the call for sites for the Draft Local Plan.

*19:31hrs 2 members of the public left the meeting*

Borough Councillor Mike Taylor discussed the benefits of the Parish Council joining a body called the Parish Alliance. It was agreed to invite Mike Taylor to the January meeting to discuss further.

c) Kent Police – PCSO James Robinson has advised the Clerk that there was criminal damage to grounds in London Road on the 17 October 2022. On the 18 October 2022 number plates were stolen from a vehicle in The Links and on the 24 October 2022 fuel was stolen from the Jet Garage on London Road. Members also discussed an incident where a vehicle left the road and smashed into a wall of a property on The Links which borders Trottscliffe Road.

### **99/22] CLERKS REPORT/PAST MATTER (Information purposes only)**

1] Monthly check of the defibrillator – The Clerk advised Members that both of the defibrillators in the village have been checked this month and an update provided on WebNos. The Clerk reported that the glass in the BT box by the Jet Garage which was smashed by the contractors working in the adjacent woodland has been replaced and that both BT boxes have been cleaned.

### **100/22] PLANNING**

#### **a) Applications:**

1] TM/22/02185/FL – Edmont Place, London Road, Addington, ME19 5PL

Installation of 24 standalone solar panels, removal of 24 leylandii trees and erection of a fence with planting of replacement trees and or shrubs.

**Resolved: No objection.**

#### **b) Approvals**

1] TM/22/01624/FL – New Barn, Addington Green, Addington, ME19 5BE

Proposed porch, minor rear extensions and fenestration changes. Proposed swimming pool and plant room building.

2] TM/22/00576/FL – Brookfield House, St Vincents Lane, Addington, ME19 5BW

Proposed single storey/first floor side extensions and replacement garages to front.

#### **c) Refusals**

None to consider.

#### **d) Appeals**

1] TM/22/00628/FL – Westbank, London Road, Addington, ME19 5PL

Two storey side extension, alterations to roof including dormer windows and alterations to porch roof – non determination

2] TM/21/02135/FL – Offham Service Station, London Road Addington

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

#### **e) Other Planning Issues:**

1] 20/00030/USEH – Mayhill House, London Road, Addington – alleged unauthorised hardstanding and caravans – Enforcement has advised that the static unit has now been removed. Enforcement is still waiting for the planning agent to advise when a planning proposal is to be submitted for the chalet building and parcel of land which is being used to store 5/6 trailers. Chase Enforcement.

2] 22/002222/TPOT - Land to the side of the Jet Garage, London Road – An Enforcement Notice was served on 20 October 2022 and comes into effect on 18 November 2022 should there be no appeal

lodged. The Owners will have seven days to comply with the terms of the Notice. The Enforcement Notice is for an alleged breach of planning control for an unauthorised change of use of the land for the storage of hardcore and for the creation of a roadway. Cllrs. Short, Chalk and the Clerk and a number of residents met with Matt Boughton, Leader of TMBC, on Thursday 27 October 2022 to view the site. Matt Boughton explained that Enforcement has procedures to follow. He explained that in order to serve a stop notice, a local planning authority must be satisfied that it is expedient that any relevant activity should cease before the expiry of the period for compliance specified in an enforcement notice. Guidance requires a local authority to take a proportionate approach when considering a stop notice. At this point it is considered that the enforcement notice adequately addresses the breaches in planning alongside the continued active investigation which is taking place on the site. It is considered that the flattening of hard core or erection of fences itself would not warrant serving a stop notice as it is not proportionate to the breach. The situation is being continually monitored and further action will be taken if required and expedient to do so. The Tree Officer has confirmed that no further trees have been felled and prosecution and/or tree replacement notices are being considered as part of the investigation. The Clerk has reported Members' concerns about the number of trees that have been removed to the Forestry Commission. An Officer from the Forestry Commission visited the site on Monday 24 October 2022 and has advised the Clerk that he has submitted a report on his findings to the Regulations Team who will decide the next steps. It was noted that the residents have made a Freedom of Information request for a copy of the report on the trees. Members remain dismayed at the number of the trees that have been removed and the loss of habitat and wildlife.

**101/22 RESOLUTIONS**

**1. Policies**

**RESOLVED: To adopt a Grants Policy and Application Form**

**2. Kings Charles III Coronation 6 May 2022:**

It was agreed that the Clerk should investigate the cost of commemorative gifts. The Clerk will also notify all the local organisations that the Parish Council is arranging an outdoor screening of the event and ask if they would like to be involved with providing refreshments etc. The Clerk will also notify Trottiscliffe Parish Council of the event and suggest that residents in Trottiscliffe are welcome to attend.

**RESOLVED: To ratify a decision between meetings to organise an outdoor screening of this event on the recreation ground and to pay a deposit of £1,950.00 to LEDhouse for the hire of a screen.**

**3. Financial**

a) To receive the monthly review of the accounts and budget:

Members noted the review of the accounts and budget circulated by the Clerk. No further action required.

b) Budget 2023-2024:

Members discussed the preliminary arrangements for setting the budget.

**RESOLVED: Cllrs. Garrett, Short and the Clerk to meet on the 2 December 2022 to draft a Budget for 2023-2024 to be presented to Full Council for approval in January.**

c) Land Registry:

**RESOLVED: To ratify a decision between meetings to register a small piece of unregistered land on the recreation ground at a cost of £850.00 (excluding VAT)**

d) Defibrillator:

**RESOLVED: To ratify a decision between meetings to undertake emergency repairs at a cost of £450.60. The Clerk to try and claim back this cost.**

e) Sports Pavilion – Members discussed making a contribution for hiring the sports pavilion for Parish Council meetings. The Recreation Ground Committee is facing a huge increase in the cost of electricity when the current fixed rate expires. It was also noted that the alarm is not working. It was noted that the Village Hall Committee has agreed to

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investigate whether the pavilion could be linked to the village hall and benefit from the solar panels due to be installed next year.

**RESOLVED: To make a contribution of £500.00 to the Recreation Ground Committee to assist with improvements needed to make the lighting more energy efficient.**

- f) To approve the Financial Statement and make arrangements for authorisation

**RESOLVED: To approve the Financial Statement and for Cllrs. Chalk and Short to authorise the payments online.**

**Balances as at 2 November 2022:**

Unity Trust Account: £24,779.25  
National Savings Account: £25,549.55

**Receipts: None**

<u>Supplier</u>	<u>Description</u>	<u>Amount</u>
LEDhouse	(Deposit for screen)	£1,950.00
Mrs L S Goldsmith	(Salary – October)	£644.00
HMRC	(Tax – October)	£161.00
Mrs L S Goldsmith	(Expenses –including email account and Zoom for October)	£251.73
Gel Creative	(Monthly website maintenance)	£100.00
Four Seasons	(Grounds Maintenance)	£ 92.90
Fields in Trust	(Annual Membership)	£ 65.00
KALC	(Training)	£ 42.00
Small Works Building	(Defibrillator repairs)	£450.60
<b>Total</b>		<b>£3,757.13</b>

**102/22] PARISH MATTERS:**

**1] Highways:**

**a) Highways & PROW enquiries Outstanding:**

1] Enquiry 606806: Several bollard lights on the A20 located on the islands near to Seven Mile Lane are not working and have been out of action for over 18 months. Cllr. County Sarah Hohler is trying to get this long-standing fault resolved and is awaiting an update.

2] Enquiry 624014: Flooding on carriageway near to Hernewell Farm: KCC has attended and works are now programmed.

3] Enquiry 641195: A hedge blocking the light to a property in East Street has been reported. Work has been planned as part of KCC's regular schedule and will be undertaken shortly.

4] Dying trees at East Street: The Clerk has reported the dying trees at the end of East Street to National Highways who planted the trees and have previously agreed to keep them watered

5] Enquiry 659235: Potholes adjacent to the village green on Trottscliffe Road. Works have been programmed.

**b) New requiring attention:**

1] Drains blocked on London Road by Merrythought.

2] Drain blocked on Addington Lane

3] St Vincents Lane: The Clerk to report that KCC has not repaired the damage to the section of public road which was damaged by the road sweeper.

**2] Highways Improvement Plan:**

Members discussed the quotes provided by the new Community Engagements Officer at KCC. To install double yellow lines outside the defibrillator will cost in the region of £2800.00 The lining itself will only cost around £300.00 but a Traffic Regulation Order (TRO) is required which costs in the region of

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£2,500.00 to process. A full design and feasibility study for the signage changes at the junction of Trottiscliffe Road and London Road will be needed and this and the signage adjustments is estimated to cost in the region of £16,000.00. The removal of the unsuitable for HGVs sign could be a standalone job and would cost in the region of £250.00. Members agreed that the estimated cost of both quotes is prohibitive and agreed to not proceed with a review of the signage at the junction of Trottiscliffe Road and London Road. Cllr. Short suggested whether the defibrillator in the BT Box at the Jet Garage could be relocated. The Clerk was asked to consider alternative locations and find out if the BT Box could be removed. Members agreed to reconsider the cost of installing double yellow lines around the defibrillator after the above information has been received.

**KCC Highways Autumn Parish Seminar:**

Cllr. Garrett and the Clerk attended the seminar held virtually on the 13 October 2022. The Clerk has requested a copy of the presentation slides and will circulate these when received.

**3] Renewal Recreation Ground Lease:**

The solicitor has advised the Clerk that unfortunately the transfer documents cannot be used to prove title. In order to prove title and submit an application to Land Registry the solicitor needs to provide statement of truth to prove how title has arisen which will increase the land registry fee charge to £850.00. The Clerk had a virtual meeting with the solicitor today and discussed the wording for a statement of truth. The solicitor will now draft the statement of truth and send for comment.

**4] CF-2214 Grant Application Land Communities Fund for an outside Gym:**

It was noted that the Clerk has not received any updates from the FCC Communities Foundation. A decision is expected by the end of the year.

**5] Local Plan Regulation 18 Consultation:**

**a) To receive feedback from a public meeting held on the 1 November 2022**

In between meetings Matt Boughton, Leader of T&MBC, offered to host a joint public meeting with Trottiscliffe to discuss the Regulation 18 Local Plan consultation with residents and to answer any questions regarding the sites put forward. A public meeting, organised by the Clerk, was held on the 2 November 2022 in Trottiscliffe Village Hall. Matt Boughton and Martin Coffin from T&MBC gave a presentation and answered questions and the event was well attended. Concern was expressed about a number of sites and in particular site 59850 (East Street) and 59725 (Ford Lane). Residents expressed their concerns about the effect of more housing on the already overloaded infrastructure including doctors and schools.

**b) To review the Parish Council’s response to the consultation**

It was noted that the Clerk will now submit the responses agreed at the last meeting.

**6] Addington Quarry:**

County Councillor Sarah Hohler has advised that KCC has appointed a new Enforcement Officer, Steve Whitehead, who is in touch with complainants and is collecting up to date evidence. He is working closely with Tonbridge and Malling as this is a joint operation. Residents who have complaints are welcome to ring Steve on 07740 183774 or email him at KCC with any recent evidence of planning breaches, preferably giving the date, time and where possible photos. The Clerk will add this information to the newsletter.

**7] Newsletter:**

Members approved the draft newsletter prepared and circulated by the Clerk. It was noted that Andy Rimmer from the Cricket Club has kindly agreed to print the newsletters free of charge. It was agreed to hand deliver this version to each household. The Clerk will distribute copies to Councillors to hand deliver.

**8] Open Spaces:**

a) To receive an update on the height restriction barrier – The Clerk has been in discussion with Jacksons who installed the barrier and has agreed an improvement which should prevent the barrier lifting out of the locking mechanism. Jacksons are reconsidering the design and will be providing a quote.

b) Planting of wildflower meadows – The Clerk has contacted Four Seasons to obtain a quote to re-seed the wildflower border on Addington green and to extend the planting to the verge and to also include the triangle adjacent to the green. Four Seasons have quoted £1,591.85 excluding VAT and suggested that

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the planting takes place in the Spring. Four Seasons has advised that East Street North would not benefit from any additional spring bulb planting. Members discussed the quotes and given the current financial climate expressed some concerns about spending this sum. The Clerk was asked to obtain a quote for just planting the triangle adjacent to the green.

c) Annual Inspection of Trees – Cllrs. Garrett, Robinson the Clerk and the Tree Warden carried out the annual inspection of trees on public land on the 12 October 2022. A number of issues were noted with the public right of way network which the Clerk has reported. The Tree Warden has also suggested that two oak trees on Addington Green need additional pruning. The Clerk is in the process of obtaining quotes for these works and to remove some of the branches on the tree overhanging the wrought iron bench which Four Seasons is unable to assist with.

d) Request to hold a Remembrance Day Service on the village green  
St Margaret’s Church would like to hold an open-air ceremony on the green for Remembrance Sunday on the 13 November 2022. Members are happy for this event to take place subject to a risk assessment. The Tommy figure will be placed on the green for the period before and just after Remembrance Sunday.

**103/22] REPRESENTATION AT MEETINGS:**

- a) Village Hall Committee – Cllr. Chalk advised that a meeting was held on the 1 November 2022 and agreed to circulate the minutes. The installation of the solar panels has been put back to February 2023 and the committee is looking to see if they could link the supply to the sports pavilion. New sensor lights have been fitted in the toilets.
- b) Recreation Ground Committee – Cllr. Robinson has advised the Clerk that the fixed rate energy contract ends on the 30 November 2022 and the new charges will have a significant impact on the budget. The committee is unable to find a cheaper supply. The committee is considering a project to replace all the light fittings which will cost approximately £500.00 and will look to reduce exterior security lighting levels and increase the coin meter charges. The committee is hopeful that an arrangement to use some of the solar panel energy from the village hall may be an option. The committee has requested not to have a cricket fixture on the date of the Coronation.
- c) Parish Partnership Panel – There has been no meeting.
- d) Standards Committee – There has been no meeting.
- e) KALC Area Committee – Members noted that Cllr. Short was voted as Vice Chair at the meeting held on the 13 October 2022. Cllr. Sarah Barker was appointed as Chair. The Clerk has circulated the draft minutes of the meeting.

**104/22] CORRESPONDENCE/CONSULTATIONS**

- a) For information:
  - 1] Area 2 Planning Committee – 7 December 2022
  - 2] Joint Transportation Board – 21 November 2022
  - 3] Parish Partnership Panel – 3 November 2022
  - 4] Standards Committee – 23 January 2023
  - 5] KALC Area Meeting – AGM 19 November 2022
- b) New requiring attention:
  - 1] Kent Minerals and Waste Local Plan 2012-30 Regulation 18 Consultation
  - 2] High Weald AONB Management Plan Consultation 2024-2029
  - 3] Police and Crime Commissioner’s Annual Policing Survey 2022

**105/22] ITEMS FOR THE NEXT MEETING:**

Parish Alliance

**106/22] DATE OF THE NEXT MEETING:**

The next Parish Council Meeting will be held on the 7 December 2022 at 7pm in the Sports Pavilion Park Road, Addington.

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**107/22] ANY CONFIDENTIAL MATTERS:**

There were none to consider

With no further business to transact the meeting was closed at 21:13hrs

Signed \_\_\_\_\_ Chairman Date \_\_\_\_\_

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