

**ADDINGTON PARISH COUNCIL**  
**Minutes of the Parish Council Meeting held in Addington Village Hall, Park Road**  
**held on Wednesday 3 April 2024 at 19:41hrs**

**Present: Cllr. Mrs. P. Garrett – Chairman, Cllrs: Mrs. A. Adams, Mrs. L. Chalk, Mr. D. Tighe**  
**In Attendance: Louise Goldsmith (Clerk)**  
**Borough Councillor Mark Coffin and 2 members of the public**

**01/24] APOLOGIES FOR ABSENCE:**

An apology for absence was received from County Councillor Sarah Hohler and was also received from Councillors Peter Robinson, Matt Coles and Chrys Short and the reasons for absence were accepted.

**02/24] CO-OPTION:**

The Clerk and Cllrs. Garrett and Short interviewed Mr. Dominic Tighe in between meetings following his application to become a Parish Councillor. Members **resolved** to co-opt Mr. Dominic Tighe on to the Parish Council. The Chairman welcomed Mr. Dominic Tighe to the meeting. Mr. Tighe read out and signed a Written Undertaking document which was also signed by the Clerk. Mr. Tighe agreed to complete and forward a copy of the Notification of Disclosable Pecuniary Interests which the Clerk will send to the Monitoring Officer at T&MBC. It was noted that Mr. Tighe has received a copy of the Model Code of Conduct and Standing Orders and will be given details of relevant KALC training courses to attend.

**03/24] DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION:**

None received.

**04/24] MINUTES OF THE LAST MEETING:**

It was proposed and **resolved** that the Chairman signs the minutes of the Parish Council meeting held on the 6 March 2024 as a true and accurate record of the meeting.

**05/24] OPEN SESSION:**

Two representatives from Village Hall advised Members that the Committee would now prefer not to pursue the status of a Charitable Incorporated Organisation. The Village Hall Committee need to make changes to the bank mandate and an original copy of the lease is required by the bank. The representatives advised that if the original copy of the lease could be found a new lease would now not be required.

**06/24] REPORTS:**

- a) County Councillor: There was no additional report to that given at the Annual Parish Meeting.
- b) Borough Councillor: Borough Councillor Martin Coffin advised Members that Cabinet at T&MBC has resolved to introduce car parking charges in West Malling High Street and Martin Square in Larkfield with just the first half hour being free to motorists parking in Martin Square and one hour being free in West Malling High Street. It was explained that the Planning Department at T&MBC has been in turmoil due to a shortage of staff but following a drive to attract new Officers the department is nearly now at full capacity. The aim is that an Officer will now be able to oversee the same case through from start to finish and that the backlog will be addressed.
- c) Kent Police: There was no reported crime in Addington in March 2024.  
*Borough Councillor Martin Coffin and 2 members of the public left the meeting.*

**07/24] CLERKS REPORT/PAST MATTERS (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.
- 2] The internal auditor will carry out the annual inspection of the accounts on the 12 April 2024.

Initials: .....

3] Borough Councillor Mike Taylor has been successful in obtaining a Community Transport Fund form KCC for £10,000.00 for the Parish Alliance bus service which should ensure that the 58 shopper service will continue for another year. On behalf of the Parish Council the Clerk has thanked Borough Councillor Mike Taylor.

**08/24] PLANNING:**

- a) Applications:
  - 1] 24/00431/PA: Peathams, Woodgate Road, Addington  
Demolition of the existing conservatory and rear extension. New replacement single -storey and two-storey rear extension conversion of existing attached garage and erection of a car port.  
*Resolved: No objection.*
  - 2] 24/00359/PA: The Sycamores, London Road, Addington  
Proposed single storey/lower ground rear extension. Ground floor rear extension. Loft conversion, amendments to front fenestration.  
*Resolved: No objection.*
- b) Approvals:
  - 1] 24/00141/PA: Churchfield, Addington  
T1 is used to cover 2 mature silver birches which stand on land owned by Seekers Trust and just within the Conservation Area. They each stand at 19m tall with a lateral spread of 8m. Proposed is the reduction in height only, to 13m which would bring them into line with the remaining trees in that row.
- c) Refusals:
  - 1] TM/23/00681/OAEA: Land part of Wrotham Water Farm  
Outline Application (all matters reserved except access): Construction of a secure 24 hour truck stop facility for up to 200 HGVs incorporating fuel station; amenity building of up to 1100 sqm; creation of a new access to A20 via roundabout; landscaping and other associated works.
  - 2] 23/03374/FLMIN: Westbank, London Road, Addington  
Replacement dwelling with new external works and landscaped garden.
- d) Application Withdrawn: None to consider.
- e) Other Planning Issues:
  - 1] 20/00030/USEH – Mayhill House, London Road, Addington – alleged unauthorised hardstanding and caravan: Enforcement has advised that they are unable to provide an update due to staffing issues.
  - 2] 22/00222/TPOT - Land to the side of the Jet Garage, London Road: See item 98 (b). The Director of Planning, Housing and Environmental Health has advised that TMBC is still waiting for feedback from the Forestry Commission.
  - 3] 23/00200/USEM Aldon Lane: Enforcement has advised that they are unable to provide an update on a caravan due to staffing issues.
  - 4] Food van on the A20: KCC legally closed the layby for 21 days on the 15 March 2024 by submitting a Temporary Traffic Regulation Order to the Streetworks Permitting team which was the only option available when the trader decided not to co-operate by failing to leave by the time the official Notice period ceased.
  - 5] COM/24/03603602: Complaint to T&MBC regarding the failure to take enforcement action to ensure that Condition 4 of planning permission reference 10/00938/FL was complied with which led to the approval of a proposal for a Lawful Development Certificate, 23/01270/LDE, to remove the condition.  
It was noted that the Clerk has submitted a further letter of complaint to Eleanor Hoyle, Director of Planning, Housing and Environmental Health as Stage 2 of the Council’s complaints procedure. T&MBC has advised that a response will be received by the 9 April 2024.

Initials: .....

**09/24] RESOLUTIONS:**

**1. Parish Infrastructure Statement**

Members considered a revised draft copy of the Parish Infrastructure Statement which the Clerk had prepared and circulated. It was agreed to include remedial works to the nature trail/area on the recreation ground on the statement.

**Resolved:** To submit the revised Parish Infrastructure to T&MBC.

**2. Community Development Grant**

Members discussed the application process for Community Development Grant Scheme and noted that grants of up to £5000 are available from T&MBC. Members also discussed quotes obtained by the Clerk for a defibrillator and external cabinet for the sports pavilion.

**Resolved:** To submit an application for funding of £1,420.00 for a defibrillator and cabinet.

**3. Planning Proposal: 23/02012/TPOC: Ancient Oak Tree on Addington Green**

**Resolved:** To agree with the recommendation by the Tree and Landscape Officer to reduce the crown to not below 10.0 m final height with a proportional lateral reduction to maintain a balanced overall canopy. Prune to appropriate pruning points as per BS:3998 standards where possible. T1 of Tree Preservation Order. The Clerk has asked T&MBC to confirm that they will take responsibility for the failure of the tree should it fall. A response has not yet been received.

**4. Financial:**

a) To approve the Financial Statement for April 2024 and make arrangements for authorisation.  
**RESOLVED: To approve the Financial Statement for April 2024 and for Cllrs. Garrett and Short to authorise the payments online.**

**Balances as at 3 April 2024:**

Unity Trust Current Account:	£409.54
Unity Trust Savings Account:	£23,000.00

**Payments in April:**

<u>Supplier</u>	<u>Description</u>	<u>Amount</u>
Mrs L S Goldsmith	(Salary)	£724.00
HMRC	(Tax)	£181.00
Mrs L S Goldsmith	(Expenses, printing email account reimburse)	£179.92
Gel Creative	(Monthly website maintenance)	£150.00
Capel Groundcare	(Grounds Maintenance Monthly)	£236.84
Capel Groundcare	(Hedge Cutting)	£180.00
<b>Total</b>		<b>£1,651.76</b>

**10/24] PARISH MATTERS:**

**1] Highways:**

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

1] Enquiry 751039: East Street North Trackway: Shrubs/vegetation causing obstruction: Further works required.

2] Enquiry 773888: Flooding, junction with Trottiscliffe Road and the A20. Andy Watson, KCC Highway Manager for Tonbridge and Malling has advised that three jobs have been raised to cleanse the drainage system at this junction which will include the main cleansing of the catchment pits which has apparently been the direct problem for many months. The works are scheduled and due to be completed this week.

Initials: .....

3] Enquiry 797743 St Vincents Lane: Mud and debris on the road causing drainage issues. The Clerk has reported.

4] Enquiry: Tree down on footpath on the A20 in the vicinity of Aldon Lane. The tree has now been removed from the footpath.

5] Enquiry 797739 St Vincents Lane: Number of bollards damaged/fallen over. The Clerk has reported.

**b) New requiring attention:**

The footpath near to the junction with Church Lane on the A20 is thick with mud.

The Clerk to report that the rutting on East Street is getting worse.

**2] Highways Improvement Plan:**

It was noted that works for the new signage and road markings on the A20 have been delayed because of the inclement weather. The works should be completed this month. Emma Tilbury has advised that Demi Richards is taking over the role as the KCC Community Engagement Officer for Addington.

**3] Renewal of Leases:**

a) Recreation Ground: A decision is awaited from the Land Registry regarding the recently submitted application which needed to be issued before the lease for the recreation ground can be renewed.

b) Village Hall: The Clerk has advised the representatives from the village hall committee that the Parish Council will pay for the new lease but not the cost of becoming a Charitable Incorporated Organisation. The Parish Council's solicitor has clarified the meaning of the term 'exclusive possession' in respect of ownership of the hall and this information has been passed to the village hall committee. Members discussed the comments received from the representatives of the Village Hall Committee earlier in the meeting and agreed that the Clerk should spend some time trying to find a copy of the original lease.

**4] Outdoor Gym Project**

The official opening ceremony for the outdoor gym will be held Sunday 14 April 2024 at 11.30pm. Cllr. Robinson will offer a guided tour of the recreation ground and will showcase all the climate change initiatives and improvements in general that have been carried out by volunteers and the Recreation Ground Committee. The Clerk and the Cricket Club has publicised the event. Members thanked the Clerk for all the hard work undertaken in obtaining the grant and the subsequent tender process.

**5] D-Day Celebrations 6 June 2024**

Cllr. Garrett reported that the Church and Village Hall Committee is organising an event in the village hall to celebrate D-Day commencing at 7.30pm on Thursday 6 June 2024. It is hoped to display memorabilia and show videos of D-Day landings. A short sketch will be given and the organisers will decorate the hall and be in costumes. Soft drinks and cakes will be provided. Arrangements are in place for the beacon to be lit at 9.15pm and the event had been registered with the Pageantmaster.

**6] Open Spaces**

Playground/Outdoor Gym/Nature Trail Inspection Report: Members considered the first report from the new bi-monthly inspection of the play area. It was noted that vegetation needs to be cleared from the playground and nature trail which has been organised. Members agreed to a recommendation that the signage in the playground is replaced. The Clerk will obtain a quote for a new sign. It was agreed to add suggested remedial works to the nature trail to the Parish Infrastructure Statement (see item 09/24 (1)). Some of the equipment in the nature trail, such as the stepping stones, is rotting. It was noted that neither the playground nor outdoor gym is accessible to wheelchair users when the ground is wet. However, it was agreed that installing a footpath would not be practicable or cost effective.

**11/24] REPRESENTATION AT MEETINGS:**

- a) **Village Hall Committee:** There has been no meeting.
- b) **Recreation Ground Committee:** There has been no meeting.
- 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.

**12/24] CORRESPONDENCE/CONSULTATIONS**

- a) For information:
  - 1] Area 2 Planning Committee: 3 April 2024 - Cancelled.
  - 2] Joint Transportation Board: 17 June 2024
  - 3] Parish Partnership Panel: 30 May 2024
  - 4] Standards Committee: 5 June 2024
  - 5] KALC Area Meeting: 18 April 2024
- b) New requiring attention: Nothing to consider.

**13/24] ITEMS FOR THE NEXT MEETING:**

How to be effective in communicating with residents. Cllr. Chalk gave her apologies.

**14/24] DATE OF THE NEXT MEETING:**

The Annual Parish Council Meeting will be held on Wednesday 1 May 2024 at 19:00hrs in the village hall.

**15/24] ANY CONFIDENTIAL MATTERS:**

There were none to consider.

With no further business to transact the meeting was closed at 21:10hrs

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

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