

ADDINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Addington Village Hall Wednesday 4th December 2024 at 7.00pm

Present: Cllr Patricia Garrett (Chair) Cllr Ann Adams
 Cllr Peter Robinson Cllr Dominic Tighe
 Cllr Matt Coles Cllr Lorna Chalk

Steve Hill – Clerk
Public – 0

24/113 Apologies for Absence

Cllr Robin Betts and Cllr Martin Coffin of TMBC attending Planning Meeting – Accepted.
Cllr Sarah Hohler, explained she is not able to drive as the Evenings are so dark – Accepted.

24/114 Declarations of Interest/Request for Dispensation

None declared.

24/115 Minutes of Parish Council Meeting held on 6th November Parish Council Meeting.

The minutes were proposed and **resolved** that the Chairman signs the minutes as a true and accurate record of the meeting.

24/116 Open Public Session

No members of the public present.

24/117 Report from Borough Councillors & County Councillors

TMBC – No Report received.

KCC – Nothing to report as KCC are working on the budget.

Cllr Hohler advised she is not able to help with any funds as the election is on 1st May 2025 and member grants were closed on 15th November.

24/118 Crime Report

No reported crimes for Addington in November.

24/119 Clerks Report (for information only)

To acknowledge closed actions from previous meeting and updates from previous meeting.

- 1) **Ancient Oak Tree** – Obtained TMBC Report and sent to Cllrs for review.
- 2) **Ancient Oak Tree** – Application made to TMBC to reduce crown to approx. 10.0 m final height, with a proportional lateral reduction to maintain and balanced overall canopy. Prune to appropriate pruning points as per BS:3998 standards. Plant Health Care – Potassium phosphites stem and soil drench, reapply mulch ring around tree, to at least 3x stem diameter and maintain this area grass-free and mulched on an ongoing basis.
- 3) **Ancient Oak Tree** – Requested three Quotes from registered Arborist to undertake the reduction of Crown, none received to date.

- 4) **Contact Woodland Trust** – Reply was:
Thank you for taking the time to contact us. As the tree is within a conservation area and as Tonbridge and Malling BC is refusing permission to fell it, then I'm afraid that there isn't a great deal you can do in the circumstances. You could perhaps ask for a second opinion on the health of the tree? If you contact someone registered with the Arboricultural Association, they might offer a different view on how the tree could be managed without having to fell it.
- 5) **Purchase of Magnetic Pins:** All now located in new notice boards.
- 6) **Meeting with Ian of FERNS:** Meeting took place 18th November to discuss the extension of Village Hall car Park. Ferns will undertake a tree report of the area and look at options, prepared to offer land to the Parish as lease agreement for £1.00 PA. Details to follow from FERNS. Update: Ian has advised that we will get one of his teams in to clear some of the woods and scrub, then continue from there to see what needs to be done.
- 7) **National Highways:** advised of dead trees at the end of East Street, waiting for work and planting to be carried out, was informed they should be completed before Christmas.

24/120 Planning

a. Applications:

24/01761/PA Submission of Details Reserved by Condition

Location: WESTBANK, LONDON ROAD, ADDINGTON, WEST MALLING, ME19 5PL

Proposal: Details of Conditions 3 (Materials), 8 (Drainage) and 10 (Landscaping/ boundary treatment) submitted pursuant to planning permission TM/24/00851/PA (Replacement dwelling with new external works and landscaped garden (revision to TM/23/03374)

Case Officer: Susan Field

<https://planning.agileapplications.co.uk/tmbc/application-details/158937>

Resolved: No objections from Addington Parish Councillors.

24/01645/PA Planning Permission (Householder)

Location: SANDBANKS, East Street, Addington, West Malling, ME19 5DH

Proposal: Proposed two storey side and rear extension to include integral garage

Case Officer: Suzanne Leach

<https://planning.agileapplications.co.uk/tmbc/application-details/158813>

Resolved: No objections from Addington PC, acknowledged it is within the Greenbelt and must abide by guidelines on building footprint.

24/01883/PA Tree Preservation Order Consent

Location: POPPINS, LONDON ROAD, ADDINGTON, WEST MALLING, ME19 5DA

Proposal: G1 (Applicants ref) SYCAMORE - Remove tree. Standing in group G1 of tree preservation order.

Case Officer: Edward Jones

<https://planning.agileapplications.co.uk/tmbc/application-details/159061>

Resolved: Cllrs support on the condition that the correct answers are submitted on the application, Cllrs questioned if there are plans to remove the stump and plans to replant.

b. **Approvals:**

24/00115/EN

Date Opened 12/07/2024

Date Closed 18/11/2024

Location: 24, DOLPHIN, CLEARWAY, Addington, WEST MALLING, ME19 5BP

Reason for Complaint: Proposal: High front wall

Stage of Case: Permission Granted

Closure Reason: Planning permission has been granted retrospectively for the front wall, reference 24/01230, dated 12 November 2024

Case Officer: Samantha Kemp

c. **Refusals:** None to consider.

d. **Applications withdrawn:** None to consider.

e. **Appeals:** None to consider.

f. **Other Planning Issues:**

20/00030/USEH – Mayhill House, London Road, Addington – alleged unauthorised hardstanding and caravans.

TMBC Reply: *A further site inspection does need to be undertaken to determine if any breach is now occurring. This will be undertaken in the next few weeks.*

Cllrs comment: *caravans are known to still be at the location.*

22/00222/TPOT – ancient woodland, land east of B2016: The Case Officer has been trying to get some information from the Forestry Commission about what should be planted but is still awaiting a response. Enforcement is now considering serving a replanting Notice.

TMBC Reply: *The tree replacement Notice is being prepared at this time.*

Cllrs comment: *the roadstone and hardcore, in excess of 200 tons needs to be removed first and confirmation that this is still classed as ancient woodland. Once new planting is agreed Addington PC would like to be involved with the tree species selected.*

23/00200/USEM Aldon Lane: Enforcement have contacted the owner and a response is awaited.

TMBC Reply: *Site has been inspected and no evidence of residential occupation has been found. Contact has been made with the owner's agent and a further site meeting is being arranged.*

Cllrs comment: *It is believed that residential occupancy continues, Cllrs await further investigations.*

24/121 Resolutions

- 1) Parish Alliance - Moto Appeal – Parish Cllrs discussed the contribution amount.
Cllr reconsidered the request to support the Parish Alliance as the original figure of £648 discussed was incorrect and the full amount is now £ 1,459.
Resolved: Cllrs agreed to pay the revised amount of £1,459 towards the cost of appeal.
- 2) Clerk to be added as a signatory to UTB – Cllrs discussed and agreed.
Resolved: Cllrs agreed to the Clerk to be added as a signatory to UTB account.
- 3) Additional Cllr to be added as a signatory to UTB – Cllrs discussed who this should be.
Resolved: Cllr Dominic Tighe to be added as an additional Cllr signatory to UTB account.

Initials

24/122 Financial Resolutions

- a. Financial statement and bank reconciliation was received and accepted. Bank reconciliation statement signed by Cllr Patricia Garrett and Cllr Lorna Chalk.

Balances as of 30th November 2024:

Unity Trust Current Account: £5,100.73
 Unity Trust Savings Account: £32,000.00
UTB Total Balance: £37,100.73

- b. All payments made out of and at meeting were **agreed** by Cllrs.

Payments made out of meeting:

UTB Ref:	Details	Amount	VAT*	Total	Auth
26/11/24	S Hill – November Salary – After Tax	748.80		748.80	SO
26/11/24	Office Allowances	76.66		76.66	SO
TOTAL		825.46		825.46	

* VAT to be reclaimed.

Payments for authorising at meeting:

UTB Ref:	Details	Amount	VAT*	Total	Auth
6/12/24	S Hill – Expenses November	105.26	10.07	115.33	LC & PR
6/12/24	Gel WEB Hosting + Domain Name Charge	190.00		190.00	LC & PR
6/12/24	Capel Groundcare – October 2024	197.33	39.47	236.80	LC & PR
6/12/24	Capel Groundcare – East Street North work	2203.40	440.68	2,644.08	LC & PR
6/12/24	Heartbeat-G3 Battery & Electrodes Inv2337	341.50	68.30	409.80	LC & PR
6/12/24	Heartbeat Electrodes – London Road	44.00	8.80	52.80	LC & PR
6/12/24	Small Works Building Co. Notice Boards	642.00		642.00	LC & PR
6/12/24	HMRC PAYE Payment	187.20		187.20	LC & PR
6/12/24	Eventbrite – Climate change Conference	70.00	14.00	84.00	LC & PR
TOTAL		3980.69	581.32	4562.01	

* VAT to be reclaimed

Cllr Lorna Chalk and Cllr Peter Robinson agree to sign UTB payment authorisations.

- c. **Resolved:** To ratify that Cllrs **agreed** to Cllr Robinson's training and the revised Small Works Building quote out of meeting by email.
- d. **Resolved:** Cllrs **agreed** to future HMRC PAYE and Employer NIC to be paid by UTB Direct Debit.
- e. **Resolved:** Precept discussion meeting date agreed to be 11th December 10.30am.
- f. Other financial matters – **Resolved:** It was agreed to review the Financial Regulation Policy February 2025.

All Cllrs to note: The Bridge Club have donated £500.00 towards the cost of the Defibrillator and Village Hall's committee have also contributed £200.00 towards this, a final figure of £700.00 has been received by APC.

Resolution: Cllrs proposed that Defibrillator training should be arrange early next year.

Resolved: Cllr proposed that one Saturday morning in Spring 2025 a defibrillator training session is to be arranged.

Initials

24/123 Parish Matters

1. **Highways:** Cllrs agreed there were no major issues that have not already been reported but would like to arrange a meeting late January with KCC to discuss outstanding issues.
 - Road leading to the Village Hall via St Vincent Lane and Park Road are severely overgrown and the bushes and trees need cutting back. It has got to the point where a normal size vehicle will be scratched by overgrown bushes.
 - A large trench has appeared in the A20 due to the tarmac degrading and breaking up.
 - The “road on left” sign located on the North side of A20 near the Clearway turning has been knocked down and is laying on the verge, needs replacing.

All three incidents have been reported to KCC Highways as requiring attention and will be added to HIP.
2. **Village Hall Car Park:** Meeting with Ferns took place waiting for survey to decide the next stage of the process.
3. **VE Day 80 – 8th May 2025** – Cllrs agreed to provisionally book the Village Hall and contact local community groups to see if they would like to arrange an event. To also contact the “Pageant Master” to seek time and permission to light the Beacon.
4. **Village Green:** Oak Tree request has been made to TMBC to request permission to reduce crown to approx. 10.0 m final height, with a proportional lateral reduction to maintain a balanced overall canopy.
5. Woodland – Pursue Woodland replanting of new trees once hardcore and rubble is removed, ongoing investigation with TMBC.
6. Open Spaces:
 - Trees at East Street Update: Reported to National Highways and waiting for them to begin re-planting as informed.
 - Post/pollard broken on Village Green – Cllrs will investigate option of providing recycled plastic.
 - Small Fly tipping at the end of East Street – Clerk to report to KCC.
 - Church Nativity Scene – Clerk to inform residents of placement over Christmas period.
7. Parish e-newsletter – Cllrs discussed and agreed some content to consider for inclusion.

24/124 Reports from Committees and Representatives on other bodies:

- a. **Village Hall** – Update received from Cllr Lorna Chalk.
- b. **Recreation Grounds** – Slight minor vandalism experienced.
- c. **Standards Committee** – No update.
- d. **KALC Area Committee** - 77th AGM – Main topics were the devolution of KCC and TMBC to three or four unitary authorities in Kent, introduction of proxy voting at council meetings, and for safety reason it is being recommended that Cllrs no longer display their personal addresses on public WEB sites.
- e. **Parish Partnership Panel** – Cllr was unable to attend due to bad weather.

24/125 Correspondence/Consultations

The Clerk received notification of Ferns HGV going through the village on a Sunday morning – The Clerk informed FERNS management Team for comment.

Initials

24/126 Items for Next Meeting.

- Prepare HIP requirements
- Discuss and agree Precept Budget
- Consider Content for New Year *e-Newsletter*
- Media and future communications – January Agenda
- Climate Change Plan – January Agenda
- Electric Vehicle Charging Points – Spring Agenda

(Some topics might need to be deferred to the February Agenda)

24/127 Closed Session – Discuss confidential matters

There were none to consider.

24/128 Close of Meeting

With no further business the meeting was closed at 08.56pm

24/129 Date of Next Meeting – Wednesday 8th January 2025

Patricia Garnett

8th January 2025

Signed..... Chairman

Date.....

Initials