

ADDINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Addington Village Hall Wednesday 8th January 2025 at 7.00pm

Present: Cllr Patricia Garrett (Chair) Cllr Lorna Chalk
 Cllr Peter Robinson Cllr Dominic Tighe

Steve Hill – Clerk
Public – 0

24/130 Apologies for Absence

Cllr Matt Coles on holiday – Accepted.
Cllr Ann Adams unwell – Accepted.

24/131 Declarations of Interest/Request for Dispensation

None declared.

24/132 Minutes of Parish Council Meeting held on 4th December Parish Council Meeting.

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

24/133 Open Public Session

No members of the public present.

24/134 Report from Borough Councillors & County Councillors

TMBC – No Report received.
KCC – No Report received.

24/135 Crime Report

On Monday 16th of December between 19:30 and 20:30 in London Road. Somebody damaged a Toyota Yaris parked in the road.

Crime Report No. 46/213240/24 - Posted 18/12/2024

24/136 Clerks Report (for information only)

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

- 1) **Ancient Oak Tree** – An application has been made to TMBC to reduce crown to approx. 10.0 m final height, with a proportional lateral reduction to maintain and balanced overall canopy. **Unfortunately, the Clerk used the wrong form, this has now been addressed and re-submitted.**
- 2) **Ancient Oak Tree** – Clerk has requested three quotes from registered Arborist to undertake the reduction of Crown, only one received, an additional contractor will be contacted.
- 3) **MOTO Appeal** – Confirmed with Parish Alliance that APC would pay up to the £1,459 towards the cost of the appeal, to date they have sent an invoice for payment for £967.40.
- 4) **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 Parish as lease agreement for £1.00 PA. Details to follow from FERNS. Update:

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Ian has advised that we will get one of his teams in to clear some of the woods and scrub, then continue from there so we can see what needs to be done. – **No update received will follow up.**

- 5) **National Highways:** advised of dead trees, waiting for work and planting to be carried out – tree replacement still not completed, Clerk will follow up.
- 6) **Conformation from UTB** – Clerk has been added as signatory to Bank account.
- 7) **UTB Form obtained for addition signatory** – Dominic Tighe and two signatories to sign the form at meeting – completed. Application will be sent to UTB.

24/137 Planning

a. Applications:

There were no new Planning Applications in Addington for December 2024.

- b. **Approvals:** None to consider.
- 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 - APC will follow up enquiries.*

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 conformation 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.-APC will follow up.*

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.- APC will follow up.*

24/138 Resolutions

1. Precept for 2025-26 – A separate financial meeting was held on the 11th December, to discuss the budget. Cllrs were appraised of that meeting and consequently agreed on the new precept for 2025-26. This equates to a rise of £2.18 per month/per household (based on 10 payments for a Band “D” house), old rate per month £5.76 and the new rate is now £7.94 per month, which is £0.54 pence per week.

Resolved: The Addington Parish Council Precept will be set at £35,000.00

2. Cllr to agree on xx.gov.uk domain name, three options available.

Resolved: Cllrs agreed that Addington Parish will use addington-pc.gov.uk

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3. Cllr to ratify the agreement to move to new Email system using NetWise.
Resolution: Cllrs unanimously agreed to move to the hosted NetWise email provider.
4. Cllrs to consider and agree to migrate to NetWise for the hosting of Addington's WEB site as the current provider cannot support the xx.gov.uk. Contract conditions and details will be checked with current provider.
Resolution: Cllrs agree to move to NewWise hosted WEB Service for Parish Councils in Spring.
5. To ratify the payment of the outstanding November GEL Web site maintenance charge of £150.00 that was overdue.
Resolution: Cllrs ratified this decision.
3. Dominic Tighe UTB paperwork to be signed by two Cllrs as a signatory to UTB.
Resolution: Cllr Patricia Garrett and Cllr Peter Robinson signed UTB application forms.

24/139 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 31st December 2024:

Unity Trust Current Account:	£1,557.26
Unity Trust Savings Account:	£30,210.90
UTB Total Balance:	<u>£31,768.16</u>

- 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
31/12/24	UTB Service Charge	3.00		3.00	DD
27/12/24	S Hill – November Salary – After Tax	748.80		748.80	SO
27/12/24	Office Allowances	76.66		76.66	SO
12/12/24	Gel Creative Nov Inv 21958/9	150.00		150.00	PR & LC
TOTAL		978.46		978.46	

* VAT to be reclaimed.

Payments for authorising at meeting:

UTB Ref:	Details	Amount	VAT*	Total	Auth
09/01/25	S Hill – Expenses December 2024	75.20	7.84	83.04	PG & PR
09/01/25	Gel WEB Hosting December	150.00		150.00	PG & PR
09/01/25	Capel Groundcare – December 2024	197.33	39.47	236.80	PG & PR
09/01/25	MOTO Invoice - January	967.40		967.40	PG & PR
09/01/25	HMRC PAYE Payment	187.20		187.20	PG & PR
TOTAL		1577.13	47.31	1624.44	

* VAT to be reclaimed

Cllr Patricia Garrett and Cllr Peter Robinson agree to sign UTB payment authorisations.

- c. **Other financial matters** – No other financial matters were discussed.

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24/140 Parish Matters

1. **Highways:** Cllrs agreed there were no major issues that have not already been reported but would like to arrange with KCC to discuss outstanding issues.
 - Road leading to the Village Hall via St Vincent Lane and Park Road from Trottscliffe Road right through to the A20 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. In addition to this there are Potholes that need repairing and the speed of 60MPH is not suitable for this very small road. The problem has been reported to KCC but APC will continue to investigate progress.
2. **Village Hall Car Park:** Meeting with Ferns took place waiting for survey to decide the next stage of the process, no update available. Cllr Peter Robinson would like to be included when the tree survey is taking place.
3. **VE Day 80 – 8th May 2025** – Cllrs will book the Village Hall and contact local community groups to see if they would like to arrange an event. The “Pageant Master” has been informed of APC intentions and the Beacon will be lit at 9.30pm.
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. – Ongoing.
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/bollard broken on Village Green – It was agreed that one wooden replacement bollard will be installed as soon as possible.
 - Capel Groundcare owner has offered to continue some elements of their contract so APC will investigate continuing with some services if possible.
7. **Parish e-newsletter** – Cllrs discussed and agreed some content to consider for inclusion.

24/141 Reports from Committees and Representatives on other bodies:

- a. **Village Hall** – Update received from Cllr Lorna Chalk.
- b. **Recreation Grounds** – Update received from Cllr Peter Robinson.
- c. **Standards Committee** – No update.
- d. **KALC Area Committee** - No update
- e. **Parish Partnership Panel** – No update

24/142 Correspondence/Consultations

No communication received this month.

24/143 Items for Next Meeting.

- Prepare HIP requirements
- Finalise Content for **e-Newsletter**
- Climate Change Plan – February Agenda
- Electric Vehicle Charging Points – Spring Agenda
- New Groundwork contractor - Quotations
- Village Green – Bollard replacement
- Add Cllr Chalk as UTB signatory

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24/144 Closed Session – Discuss confidential matters

There were none to consider.

24/145 Close of Meeting

With no further business the meeting was closed at 08.26pm

24/146 Date of Next Meeting – Wednesday 5th February 2025

Signed..... Chairman Date.....

DRAFT