

ADDINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Addington Village Hall Wednesday 2nd July 2025 at 7.00pm

Present: Cllr Patricia Garrett (Chair) Cllr Peter Robinson Cllr Matt Coles
Cllr Ann Adams

Steve Hill – Clerk

Cllr Dodger Sian (KCC) left the meeting at 07.35 approx.

Cllr Martin Coffin (TMBC) joined meeting at 07.45 approx.

Public – 0

25/57 Apologies for Absence

Cllr Dominic Tighe due to a business meeting – accepted.

25/58 Declarations of Interest/Request for Dispensation

None declared.

25/59 Election of Vice Chair

Nominations for Vice-Chairman were discussed. Cllr Coles was proposed by Cllr Garrett and seconded by Cllr Adams. Cllr Coles accepted the nomination and there were no other nominations.

Resolved: Cllr Coles was duly elected as Vice-Chairman following a unanimous vote.

25/60 Annual Review of Policies

Cllrs reviewed the revised policy documents and agreed a further three should be checked by the Clerk for review:

- Media Relations
- Electronic Communications Strategy
- IT and Cybersecurity

Resolved: Above policies reviewed and accepted by Cllrs.

25/61 Minutes of 4 June 2025 Council Meeting.

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

25/62 Open Public Session

No public attendees.

25/63 Report from Borough Councillors & County Councillors

Cllr Dodger Sian (KCC) – Cllr Sian agreed to investigate the issues regarding the ongoing problems of multiple lorries parking on the A20 adjacent to Big Motoring World unloading/loading and others waiting to do so. APC strongly believe that there is a high possibility of an accident as passing traffic must cross the central reservation to overtake these parked lorries. KCC have an investigation and enforcement team that need to be engaged to undertake a risk assessment judgment. A selection of historical communications will be sent to Cllr Sian to assist in his enquiries.

Initials

Cllr Martin Coffin (TMBC) – Provided an update on TMBC and other points of interest informing members that West Rural Grants and Green Business Grants applications are now available. He informed Cllrs that the TMBC enforcement team is now fully staffed so things should begin to improve. Tonbridge wishes to become a Town Council and is asking residents to complete the survey for people's views. Martin also informed Cllrs that he will be reverting back to Head of Finance for TMBC.

25/64 Crime Report

On Friday 27th of June around 17:32 in Mill House Lane. Somebody gained access to a residential property.

Crime Report No. 46/108907/25

A nuisance incident was reported where on the 01/07/2025 Pony and Trap races took place along the A20 London Road in Addington, causing distress, inconvenience, disruption of the peace and safety to the community.

25/65 Clerks Report (for information only)

To acknowledge closed actions and updates from previous meeting.

- 1) **Ancient Oak Tree** – Undertaken by Day Tree Fellers – Now completed. A special thanks to Cllr Robinson for attending and co-ordinating the event on Monday 30 June.
- 2) **No further meeting/discussion with FERNs** - until planning discussions completed. TMBC have confirmed there will be no money available to build car parks from their S106 grants.
- 3) **New Defibrillators Training at Village Hall** – Poster have been displayed and emails sent to residents, 17 people to date. Brian Taylor of the Village Hall committee, has offered to provide Tea and Biscuits.
- 4) **Planning Enforcement** – TMBC Cllr Robin Betts was sent a list of outstanding planning issues to follow up which included recent complaints at London Road development– no response yet. He was also forwarded a copy of the letter sent to Tom Tugendhat regarding Woodland issues.
- 5) **Emails are working** – All Cllrs are now up and working with files copied where necessary, the MS 365 Accounts cannot be cancelled so will migrate to new 365 Standard version for Clerks use.
- 6) **Village Green East Street** – The Laurels look like they are dying again, sent picture and email to KCC Highway – they have sent people to water them, but all seems a bit late.
- 7) **External Audit** – All forms completed and various questionnaires along with all the documentation requested have been sent to Mazars for approval – nothing back yet.
- 8) **Defibrillators** – Monthly check all OK and reported on WEBNOS and The Circuit. Having difficulties changing to new Email address – now completed.
- 9) **WEB Site partially Built** – adding content and building site which will take some time. Still would like short bio for WEB site from Cllrs.
- 10) **Letter sent to Tom Tugendhat** – Letter sent to request support for Addington's various Woodland issues, **no response received yet.**
- 11) **HIP – Discussions** – Sent request to KCC regarding directional signs which has now been added to HIP, revised version now available.

25/66 Planning

a) Applications:

25/00890/PA Planning Permission (Householder)

Location: 5, THE CHESTNUTS, ADDINGTON, WEST MALLING, ME19 5BH

Proposal: Extension of dropped kerb to facilitate additional off-road parking space

Case Officer: Destiny Kam

Application Target Date: 16 July 2025

<https://planning.agileapplications.co.uk/tmbc/application-details/160223>

Cllrs have no objections.

Initials

25/01033/PA Submission of Details Reserved by Condition

Applicant: Access Building Contractors Limited

Location: DEVELOPMENT SITE AT SHAW HILL HOUSE, Aldon Lane, Addington, West Malling

Proposal: Details of conditions 5 (cycle storage), 6 (refuse storage), 7 (entrance access) and 16 (boundary treatment) submitted pursuant to planning permission TM/22/01915/FL (Conversion of the Building from Nine (9) Residential Units into Four (4) Dwellinghouses, Demolition of Ancillary Outbuilding and Creation of a Detached Dwelling with associated parking, landscaping and access alterations.)

Case Officer: Scott Fisher

Application Target Date: 12 Aug 2025

<https://planning.agileapplications.co.uk/tmbc/application-details/160379>

Cllrs have no objections.

25/00921/PA Tree Preservation Order Consent (**Too late to add to Agenda so discussed only**)

Applicant: Dan O'Farrell

Location: THE BRAMBLES, East Street, Addington, West Malling, ME19 5DE

Proposal: T1 - T5 - Lime trees - Re pollard 11 metres down to previous cut off points of 3 metres, to keep the trees in a maintained order and allow more light in to the area for a shrub beds and the Kitchen window.. Trees standing in area G1 of Tree Preservation Order

Case Officer: Edward Jones

<https://planning.agileapplications.co.uk/tmbc/application-details/160257>

Cllrs discussed after the meeting and advised they have no objections.

- b) Approvals: None to be considered.
- c) Refusals: None to be considered.
- d) Applications withdrawn: None to consider.
- e) Appeals: None to consider.
- f) Enforcement Cases Received:

Case: 25/00134/EN

Open Date: 03/06/2025

Case Officer: Richard Edmonds

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

Reason for complaint: Alleged breach of planning

Cllrs unable to record any comments.

- g) Enforcement Cases Closed: None to consider.
- h) Other Planning Issues:

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 most recent Reply: The ancient woodland site is still under investigation with the view to issuing a Tree Replacement Order as outlined in the past and this is still very much our objective.

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

TMBC most recent Reply: Further contact is being made with the owner's agent to seek the removal of the caravan.

25/67 Resolutions

None proposed.

25/68 Financial Resolutions

- a. Financial statement and bank reconciliation was received and approved by councillors. Bank reconciliation statement signed by Cllr Peter Robinson and Cllr Matt Coles.

Balances as of 30 June 2025:

Unity Trust Current Account: £ 1,277.08

Unity Trust Savings Account: £ 34,000.00

UTB Total Balance: £ 35,277.08

Money received this month £207.25 interest from UTB Savings account.

- b. To authorise payments made out of and at meeting.

Payments made out of meeting:

CB Ref:	Details	Amount	VAT*	Total	Auth
31	S Hill – June Salary	--		--	SO
32	Office Allowances June	76.66		76.66	SO
33	UTB Service Charge June	6.00		6.00	DD

* VAT to be reclaimed.

Payments for authorising at meeting:

Cashbook Ref:	Details	Amount	VAT*	Total	Auth
34	S Hill – Expenses June 2025	124.10	9.60	133.70	PG&PR
35	Capel Groundcare – June 2025 SI252671	329.25	65.85	395.10	PG&PR
36	Gel WEB Maintenance June 22021	150.00		150.00	PG&PR
37	Day Tree Fellers Limited – Oak Tree	2200.00	440.00	2640.00	PG&PR
TOTAL		2803.35	515.45	3318.80	

* VAT to be reclaimed

Cllr Garrett and Cllr Robinson agreed to sign UTB payment authorisations.

- c. Cllrs to review the Q1 spend against the Q1 allocated budget.
Resolved: Cllrs agreed unanimously to the accuracy of the information provided and noted that Addington PC were within forecasted budget.
- d. **Other financial matters** – It was discussed and agreed that additional Cllrs should be added as UTB signatories.
Resolved: Cllrs unanimously agreed that Cllr Matt Coles and Cllr Ann Adams are to be added to UTB as signatories,

25/69 Parish Matters

- a. **Highways:** The ATC speed survey data has been collected and sent for processing. As some parts of the road were closed KCC will repeat the survey if necessary. The Clerk has requested a new directional sign for Village Hall and Recreational Ground in Park Road.

Initials

- b. **Big Motoring World issues and escalation** – Cllrs are still concerned with car transporter lorries parking in A20 London Road and have escalated this issue to the Cllr Sian of KCC.
- c. **Recreation Ground & Village Hall Car Park:** TMBC has turned down our request for funds for an overflow car park. It was agreed that Cllr Robinson would initiate talks with FERNs to investigate possible ways forward.
- d. **Outdoor GYM- Update on Instructor Classes** – Taster sessions dates have been arranged for July, a Poster will be created to advertise further events placed in Notice Boards and Facebook.
- e. **Play Area** – Inspection report actions – All Red area concerns have been completed, and minor improvements actions will be completed ASAP. Next inspection due September.
- f. **VH Rep** – Cllrs to agree that Lorna Chalk can continue to be Rep and attend meeting if required.
- g. **Defib/First Aid Training** – The Date of 5 July agreed and only one 10.00am session to be offered. Brian Taylor has offered to provide refreshments on the day.
- h. **Trees in Addington** – It was agreed that a list will be produced by Cllrs listing the Significant Trees in Addington.
- i. **Woodland** – Ancient Woodland replanting – no further information has been received from TMBC. Clerk has sent letter to Tom Tugendhat after his success in getting a result for the Woodland in Hectorage Road in Tonbridge. Clerk will follow up.

25/70 Reports from Committees and Representatives on other bodies:

- a. **Village Hall** – No update available.
- b. **Recreation Grounds** – General update received.
- c. **Standards Committee** – No meetings.
- d. **KALC Area Committee** – Notes of extraordinary meeting sent to Cllrs. presentation to follow.
- e. **Parish Partnership Panel** – No meetings.

25/71 Correspondence/Consultation

- Email from resident regarding the Speed of traffic on A20 London Road – Cllrs will discuss with KCC
- Tonbridge consideration to become a Town Council survey request.

25/72 Items for Next Meeting

- Cllrs to send Agenda items to Clerk.
- List of interesting Trees.
- BMW unloading issues to be escalated to KCC Cllr Sian and Police.

25/73 Closed Session – Discuss confidential matters

Possible interest from a new resident moving to the area who has shown interest in joining the PC.

25/74 Close of Meeting

With no further business the meeting was closed at 09.00pm

25/75 Date of Next Meeting – Wednesday 3rd September 2025

P. Garrett

3/9/25

Signed..... Chairman

Date.....

Initials