

ADDINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Addington Village Hall Wednesday 3rd September 2025 at 7.00pm

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

Steve Hill – Clerk
Cllr Dodger Sian (KCC) (Departed 7.45)
Cllr Robin Betts (TMBC) (Arrived 8.23pm)
Public – 0

The Chairman opened the meeting with a request to rearrange item 25/85 to be moved back to follow 25/83 h – **Cllrs agreed to this request.**

25/76 Apologies for Absence
None received.

25/77 Declarations of Interest/Request for Dispensation
None declared.

25/78 Minutes of 2 July 2025 Council Meeting.
The minutes were proposed and **resolved** that the Chairman signs the minutes as a true and accurate record the meeting.

25/79 Open Public Session
No public attendees.

25/80 Report from Borough Councillors & County Councillors

Cllr Dodger Sian (KCC) – He provided a summary of the discussion regarding the devolution and the concerns of the KCC debt and how this might be achieved throughout Kent. The 28th November is the deadline for proposals for new Unitary Councils and early 2026 central Government will confirm choice of model for the Kent region. In May 2027 potential elections to new shadow Councils and then April 2028 new Unitary Councils go live.

He discussed his members grant will be divided equally between the seven Parishes he supports, resulting in Addington Parish Council receiving £514.18. **Resolution:** Addington PC need to identify a suitable project for this grant. **Resolved:** **Cllrs will nominate a project to receive the members grant and the Clerk to inform Cllr Sian.**

Cllr Sian agreed to investigate with the Cabinet Minister for Highways and Transport (Peter Osbourn) the safety issues regarding the ongoing problems of multiple car transport lorries parking on the A20 adjacent to Big Motoring World. Addington Parish Council strongly believe that there is a high possibility of an accident when vehicles are loading and unloading, especially when other lorries waiting to unload are parked there at the same time. Passing traffic must cross the central reservation to overtake these parked lorries. In addition to this the driver's welfare must be considered as they are risking their lives from being hit by passing traffic travelling at more than 50 mph as they walk round

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their vehicles. Any responsible company would have traffic control lights, or the adjacent lane coned off if they had working parties in the road, so this is a HSE issue, and the owners of the transport vehicles are putting their staff at risk. KCC have an investigation and enforcement team that need to be engaged to undertake a risk assessment judgment and the results shared with Addington Parish Council. It is considered by councillors that there is only one answer and that is to make the road a "No Loading" area and deliveries should only be off loaded on the BMW site.

Resolution – To request that Highways investigate the possibilities of making the area of concern a "No Loading" area due to the high risk of a fatality of a delivery driver or persons attempting to pass stationary vehicles unloading. **Resolved: Cllr Dodger Sian will contact the cabinet minister for Highways and Transport to discuss possible options.**

Cllr Robin Betts (TMBC) – Provided an update on TMBC and other points of interest informing members that West Rural Grants and Green Business Grants applications are running out. Update on the refurbishment of Larkfield Lesure centre due to be finished in six weeks with a fully decarbonised building. Gibson East TMBC HQ will be refurbished and will be split from Gibson West. This project involves the refurbishment of the Gibson East building, including the removal of a corridor link to the Grade II-listed Gibson West, with remedial works to the facade. The scope includes the provision of new spaces within the ground floor layout, new heating and mechanical systems throughout, new external doors/windows, PV installation, and upgrades to parking and internal circulation. Additionally, a plant enclosure, external store, refuse store, and cycle shelter will be added, enhancing both functionality and sustainability.

Angel centre consultation to find out what facilities the public want. Tonbridge and Malling Borough Council consulted residents on whether a town council should be formed in Tonbridge to provide some local services. Estimated that 12% responded and 70% wanted Tonbridge to become a Town Council, the main reason to ensure councillors still have powers to deliver local services.

Local Plan Regulation 18 due October will identify local site recommendations. TMBC are looking at developing the disused Car Park at Bluebell Hill to provide temporary housing for TMBC residents when families become displaced from their homes for various domestic reasons.

25/81 Crime Report

Report for Addington in July and August 2025.

- Between 10:00 on Thursday 3rd of July and 10:00 on Tuesday 15th of July in Park Road. Somebody damaged the lock on a clothing bank. (It was considered that this was an inaccurate description as the lock was forced to gain access for the collection and will be repaired)
Crime Report No. 46/122539/25 - Posted 18/07/2025
- Between 18:00 on Thursday 3rd of July and 07:30 on Friday 4th of July in Aldon Lane. Somebody broke into a building site, caused damage to a digger and stole multiple tools.
Crime Report No. 46/114080/25 - Posted 07/07/2025
- Between 18:00 on Tuesday 8th of July and 05:00 on Wednesday 9th of July in Trottiscliffe Road. Somebody damaged a golf club green.
Crime Report No. 46/121152/25 - Posted 16/07/2025

25/82 Clerks Report (for information only)

To acknowledge closed actions and updates from previous meeting.

- 1) Defibrillators Training at Village Hall – Training went ahead on the 5th July and was well attended and considered excellent by attendees. Brian Taylor provided refreshments which were gratefully received.
- 2) Planning Enforcement – Robin Betts and Tom Tugendhat have been sent a list of outstanding planning issues, no update apart from emails from Tom.

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- 3) Village Green East Street – The Laurels have not been replaced, unknown if National Highways – have sent people to water them, no recent communication received.
- 4) External Audit – All forms completed and various questionnaires along with all the documentation requested have been sent to Mazars for approval – no update or questions to date.
- 5) Defibrillators – Monthly check 28th August all OK and reported on WEBNOS and The Circuit now changed to new Email address. Recommend they are cleaned – **Resolved: Clerk to invite local contractor to clean both Ex-Telephone boxes.**
- 6) WEB Site partially Built – adding content and building site, could stop old site soon. Still waiting for short bios for WEB site from some Cllrs. Coffee Morning Poster to be added to Notice Boards.
- 7) Letter sent to Tom Tugendhat – Letter sent to request support for Addington's various Woodland issues, a few emails received and sent to Cllrs for information.
- 8) HIP – Discussions – Sent request to KCC regarding directional signs which has now been added to HIP.- Received report from Trotscliff Road ATC.
- 9) Planning Enforcement - Enforcement notice 23/00200/USEM Field south of London Road and East of Aldon Lane (Case Ref: TT53693) – Multiple emails sent and received.
- 10) All Cllrs now Added to UTB Banking – One Cllr not working due to non-receipt of letter from UTB.
- 11) Emergency Testing by Gov - on 7th September posted on WEB Site and sent to Residents.
- 12) New PC – Migrated all Files to New PC and running on new PC, old one to be recycled.
- 13) MS 365 – Still having issues trying to close old MS 365 Basic Account – Many Phone calls with MS but still not resolved. **Resolution: To cancel 365 Basic Account in February 2026 and purchase new 365 Standard version.** Cllr suggest an email is sent to MS to confirm we do not wish to renew.

25/83 Planning

a) Applications:

25/00653/PA Minor planning permission

Location: LAND BETWEEN M20 AND M26 EAST OF, Ford Lane, Wrotham Heath, Sevenoaks

Proposal: Retrospective application for change of use of the land to a forestry storage area associated with the forestry enterprise use approved under TM/19/01023/FL and resurfacing of the area to black tarmac.

Case Officer: Amy Myer

<https://planning.agileapplications.co.uk/tmbc/application-details/159964>

Cllrs have no objections and as per previous comments. Please note no additional information has been provided to shown what if any the changes are to this application compared to the original.

- 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:

Enforcement notice issued 19/08/2025 - 23/00200/USEM Field south of London Road and East of Aldon Lane (Case Ref: TT53693) – 17 September is when the enforcement notice will be issued.

- g) Enforcement Cases Closed: None to consider.
- h) Other Planning Issues:
Cllr requested the Clerk contact the Parish Alliance regarding the MOTO planning position.

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25/84 Resolutions

- 1) Resolution – APC to purchase Michael Palin’s TV series “The Secret Life of Trees”. There’s a related book by Colin Tudge. **Resolved: A second-hand copy was obtained by Cllr Robinson.**
- 2) Resolution - for APC to offer further free “Taster Training sessions” using the outside Gym next to the Play Area. **Resolved: Momentum is gaining, and word of mouth is considered the best form or advertising for this service, no further action required from PC.**
- 3) Resolution – Review of Defib/First Aid Training and donation. **Resolved: Cllrs unanimously agreed to donate to the Red Cross for their training and support.** Proposed by Cllr Coles and Seconded by Cllr Tighe.

25/85 TPOT – Seven Mile Lane/A20 (moved to 25/83 h)

Resolution: Cllrs discussed and considered the next actions as TMBC have done nothing for two years and it was agreed to continue to pursue with TMBC Planning. **Resolved: Continue to request an update from TMBC Planning regarding the next steps.**

25/86 Financial Resolutions

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

Balances as of 31 August 2025:

Unity Trust Current Account: £ 1,433.73
Unity Trust Savings Account: £ 27,500.00
UTB Total Balance: £ 28,933.73

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

Payments made out of meeting:

CB Ref:	Details	Amount	VAT*	Total	Auth
38	HMRC SDDS (PAYE) 519636	561.60		561.60	DD
39	Office Allowances July	76.66		76.66	SO
40	S Hill – July Salary	748.80		748.80	SO
41	UTB Service Charge July	6.00		6.00	DD
42	Capel Groundcare – July 2025 SI252696	329.25	65.85	395.10	PG&PR
43	Gel WEB Maintenance July 22021	150.00		150.00	PG&PR
44	S Hill – Expenses July 2025	103.31	13.19	116.50	PG&PR
45	TW Works – Pressure Jetting VH & REC	650.00	130.00	780.00	PG&PR
46	Office Allowances August	76.66		76.66	SO
47	S Hill – August Salary	--		--	SO
48	UTB Service Charge - August	6.00		6.00	DD

* VAT to be reclaimed.

Payments to be authorised at meeting:

Cashbook Ref:	Details	Amount	VAT*	Total	Auth
49	S Hill – Expenses August 2025	56.15	7.36	63.51	
50	Capel Groundcare – August 2025	329.25	65.85	395.10	
51	Gel WEB Maintenance August	150.00		150.00	
52	S Hill – NALC Back-Pay	96.00		96.00	
TOTAL		631.40	73.21	704.61	

* VAT to be reclaimed

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

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- c. Acknowledgement of NALC Pay award and back payment to staff. Cllrs accepted the pay award and back payment requirement.
- d. Other Financial Matters – Donation to Red Cross for training.

Resolved: Cllrs unanimously agreed that a donation of £100 be made to Red Cross.

25/87 Parish Matters

- a. **Highways:** The ATC speed survey data has been collected, and the following information has been received from KCC.

Please see the speed survey results for Trottiscliffe Road, Addington below:

Trottiscliffe Road SOUTH (40mph speed limit)							
Direction	Number of Vehicles	Average speed over 7 days	85 percentile speeds	Percentage of vehicles complying with the 40mph speed limit	Percentage of vehicles under enforcement threshold of 46mph	Percentage of vehicles complying with a proposed signed only 30mph speed	Percentage of vehicles complying with a proposed signed only 30mph speed
N1	6122	36.3mph	42mph	75.1% (4600)	94.9% (5809)	12% (733)	12% (733)
S0	5928	34.2mph	40.5mph	83.1% (4925)	96.2% (5700)	23.2% (1375)	23.2% (1375)

Trottiscliffe Road MID (40mph speed limit)							
Direction	Number of Vehicles	Average speed over 7 days	85 percentile speeds	Percentage of vehicles complying with the 40mph speed limit	Percentage of vehicles under enforcement threshold of 46mph	Percentage of vehicles complying with a proposed signed only 30mph speed	Percentage of vehicles complying with a proposed signed only 30mph speed
N0	6030	32.6mph	40.8mph	82.2% (4959)	96.1% (5797)	33.4% (2014)	33.4% (2014)
S1	5801	28.7mph	37.4mph	92% (5335)	98.7% (5725)	51.6% (2994)	51.6% (2994)

Trottiscliffe Road NORTH (40mph speed limit)							
Direction	Number of Vehicles	Average speed over 7 days	85 percentile speeds	Percentage of vehicles complying with the 40mph speed limit	Percentage of vehicles under enforcement threshold of 46mph	Percentage of vehicles complying with a proposed signed only 30mph speed	Percentage of vehicles complying with a proposed signed only 30mph speed
N0	4472	35.3mph	41.9mph	76.7% (3432)	95.1% (4253)	18.8% (841)	18.8% (841)
S1	4352	35.2mph	41.2mph	79.7% (3467)	96.6% (4205)	18.5% (804)	18.5% (804)

*KCC Comment: Having reviewed the average speeds, they do not exceed the 40mph, indicating good compliance with the posted 40mph speed limit. However, the recorded speeds are currently too high for a reduction in the speed limit to 30mph. It is also worth noting, that when determining speed limits on Kent's roads, we follow the Department for Transport's (DfT) guidance on 'Setting local speed limits' [Setting local speed limits - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/setting-local-speed-limits). This states that 40mph speeds are suitable for higher quality **suburban roads** with good road width and layout, parking and waiting restrictions in operation and buildings set back from the carriageway. This is similarly the case for Trottiscliffe Road, Addington.*

Resolution: The Cllrs considered and discussed this response from KCC and felt the area of concern is the Village Green, the part of the road narrows and has a blind road junction and a bus stop, so conflicts with the KCC statement.

Resolved: The Clerk is to contact KCC to discuss these points and provide arguments why the speed should be reduced to 30MPH as this is a rural area.

- b. **Big Motoring World issues and escalation** – Resolution: Cllrs are still concerned with car transporter lorries parking in A20 London Road and feel further parking request should be made to KCC. **Resolved: Updates of discussions between KCC and TMBC of the Risk Assessment and their conclusion on the problem have never been received and need to be provided.**
- c. **Recreation Ground & Village Hall Car Park:** It was agreed that Cllr Robinson would initiate talks with FERNs to investigate possible ways forward – response still outstanding. Cllr Coles to investigate if contractors would be interested to tip hardcore in the area and look at planning.

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- d. **Outdoor GYM- Update on Instructor Classes** – Taster sessions went well, and it is considered that word of mouth will provide momentum to more people using the equipment. No further action required by Cllrs at the stage.
- e. **Play Area** – Inspection report actions – All Red area concerns have been completed, and minor improvements actions must be completed before the next inspection.
- f. **VH Rep** – No village Hall meetings have taken place, so nothing to report, Lorna Chalk has agreed to continue to be Rep and provide information to Clerk.
- g. **Defib/First Aid Training** – Donation discussed in Finance section.
- h. **Trees in Addington** – It was agreed that a list will be produced by Cllrs listing the Significant Trees in Addington during tree walk.
- 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 – No update.

25/88 Reports from Committees and Representatives on other bodies:

- a. **Village Hall** – No update available.
- b. **Recreation Grounds** – To identify the area TT162441 is referring with Land Registry.
- c. **Standards Committee** – No meetings.
- d. **KALC Area Committee** – Waiting for minutes to be received.
- e. **Parish Partnership Panel** – Main concern was the devolution and Unitary Councils and the cost of dividing the outstanding debt from KCC, not possible until the boundaries are set. Comment from Cllr Mike Taylor stated that objections to a planning request can be received at any time if the application is still open, regardless of stated close date.

25/89 Correspondence/Consultation

- Email received from resident regarding the accident on Trottiscliffe Road.

25/90 Items for Next Meeting

- Cllrs to send Agenda items to Clerk.
- BMW unloading issues to be escalated.
- TMBC ancient woodlands pursual to continue.

25/91 Closed Session – Discuss confidential matters

- The Clerk informed Cllrs he has accepted a position with Chart Sutton and he will be supporting both Parish Councils – Cllrs acknowledged the new position.
- Councillors informed the Clerk he has completed 1 years' service with a positive appraisal so is entitled to a salary point rise to SCP 27 from 1st October. The Clerk thanked Cllrs for this increase.

25/92 Close of Meeting

With no further business the meeting was closed at 09.26pm

25/93 Date of Next Meeting – Wednesday 1st October 2025

Matt Coles

1st October 2025

Signed..... Chairman

Date.....

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