

## LEIGH PARISH COUNCIL

### MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL HALL, HIGH STREET, LEIGH ON MONDAY 4<sup>TH</sup> JULY 2016 AT 8.00PM

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**PRESENT:** Cllr. C. Stratton-Brown (Chairman), Cllr P. Croft (from 9.08pm), Cllr B. Doherty, Cllr A. Johnston, Cllr J. Kaye (from 9.05pm), Cllr G. Marchant and Cllr L. Provan

**APOLOGIES:** Cllr S. Smith and County Cllr Pearman

**IN ATTENDANCE:** Mrs L. Kleinschmidt (Clerk), District Cllr Lake and members of the public attended the meeting for the Open Session only.

#### Open Session

1. Mr Bruce Williams raised concerns regarding the planning application for Manor Buildings, Powder Mill Lane. He said that the application by Parkview Vehicle Solutions to sell vehicles from Manor Buildings includes the claim that they have sold cars from this site for ten years. Mr Williams said that he has correspondence from SDC Enforcement Officers which said that there was no evidence of vehicles being sold on site, and it may be that the company was concealing the fact that they were selling vehicles from the Enforcement Officers. Members agreed to consider under item 45(v) of the agenda.
2. Mr Jonathan Cook raised concerns regarding the application to fell two oak trees at Pippin Cottage. He said that he believes that underpinning the property will certainly solve the problem of subsidence, but the removal of the two trees is uncertain to solve the problem. Mr Derek Furneaux said that when his insurance company applied to fell an oak tree at Onival, he took the matter to the ombudsman and eventually the insurance company agreed to allow him to underpin the property. Members agreed to discuss this under item 45(iv) of the agenda. District Cllr Lake advised that Mrs Steare wrote to Tom Tugendhat MP regarding the online petition to save the trees. Tom Tugendhat responded to say that Mrs Steare should discuss this with him as district member. Mrs Steare has written to the Chief Executive at SDC, Dr Pav Ramewal, and Mr Les Jones, the Arboricultural Officer, requesting that the application is refused. The application incorrectly states that the property is not in the Conservation Area. Cllr Doherty said that she feels that the application should be withdrawn due to this discrepancy and re-submitted once the correction has been made.
3. Mr Jonathan Cook asked whether the parish will be consulted on the Parish Council's proposal to possibly erect a fence or hedge around the veteran oak tree on The Green. Cllr Stratton-Brown reported that at the moment, the Parish Council has decided to let the grass grow under the tree and scatter wildflower seeds on this area. The bin and the benches will be moved. This will encourage people not to walk under the tree.

#### Report by District Cllr Lake

1. District Cllr Lake reported that he has been to see Bellway Homes with Mr Williams and a useful discussion was held regarding traffic movements to and from the Old Powdermills site. D.Cllr Lake and Mr Williams were given a copy of the Traffic Management Plan that is given to each driver. Deliveries are allowed between 8am and 4.30pm Monday to Friday, and the speed limit is 60mph until the 30mph zone. Bellway Homes have agreed to provide some signs asking drivers to slow down. KCC's agreement with Bellway Homes is that Bellway Homes will not be required to carry out repairs until completion of the scheme in September 2017. Mr Williams will pursue the repairs to his verge before then. D.Cllr Lake reported that Ashill Land Ltd has submitted an application for the construction of two pairs of semi-detached houses and one detached house and carport on land at Old Powdermills that previously had an industrial use. Cllr Stratton-Brown suggested that evidence of the marketing campaign for this area with industrial use is requested from SDC. Mrs Jane Clay said that it is important that a safe speed is enforced on Powder Mill Lane, and Bellway Homes are relying on residents to take evidence of inappropriate driving. The lorry drivers are being redirected through Hildenborough outside the hours specified in the Traffic Management Plan.
2. D.Cllr Lake said that Ian Kidd from SDC went to look at the Stidolphs Farmhouse annex in Eggpie Lane, but he could not find the property, and D.Cllr Lake undertook to chase. Cllr Marchant said that building work is being undertaken, including new brickwork and roofing.

3. D.Cllr Lake reported that he is concerned about the new mobile home in the garden of Orchard Lodge and an extension at the property which were allowable under permitted development. This is being dealt with by a private building control company. D.Cllr Lake reported that SDC does not appear to be concerned about this development in the Conservation Area. The use of the mobile home is allowed if use is incidental to the use of the main house, and the residents have confirmed that the mobile home will be used by friends and family of the main house. Clerk to raise the concern regarding development in the Conservation Area with Planning Officers.

(District Cllr Lake and members of the public left the meeting at 8.40pm)

### **Closed Session**

41. **Apologies for absence** were received from Cllr Smith and members accepted her reasons for absence. Cllr Croft and Cllr Kaye sent apologies for their late arrival. Apologies for absence were also received from County Cllr Pearman.
42. **Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**  
Cllr Marchant declared a DPI in items 46(iii) and 48(ii), (iii) and (iv) as his company is providing quotes for the work.
43. **The minutes of the Leigh Parish Council meeting held on 6<sup>th</sup> June 2016** were approved and duly signed. Proposed by Cllr Marchant, seconded by Cllr Provan and all were in favour.
44. **To discuss vacancies on the Parish Council and timetable for co-option/election of new members**  
The Clerk reported that six applications have been received to fill the vacancy created by the resignation of Rob Swallow. Interviews will be held on Tuesday 12<sup>th</sup> July. Cllr Stratton-Brown, Cllr Kaye and Cllr Smith will attend. The second vacancy created by the resignation of Cllr Doherty has been advertised in the normal way. Members of the public have fourteen working days from 27<sup>th</sup> June to write to SDC and request an election. If ten or more electors request an election, the Parish Council is obliged to hold one. The deadline for requests will be 15<sup>th</sup> July. Providing that no requests are made to hold an election, both new members could be co-opted at the 5<sup>th</sup> September Parish Council meeting.
45. **Planning**
- i. To consider applications received
- i. SE/16/01590/LDCPR: 49 Peshurst Road, Leigh TN11 8HN - erection of a single storey garden room (weekly list). Members were concerned that this property is in the Green Belt that High Weald AONB. No comment.
- ii. SE/16/01731/LDCPR: Pauls Farm Cottage, Ensfield road, Leigh TN11 8RX - erection of a single storey rear extension (weekly list). Members were concerned that this property is in the Green Belt. No comment.
- iii. SE/16/01697/HOUSE:11 Powder Mill Lane, Leigh TN11 9AP - demolition of existing conservatory and erection of a two storey rear extension with internal alterations, installation of two new sun pipes and four velux windows to roof, an inset porch and a new pitched roof to bathroom. Members supported this application.
- iv. SE/16/01857/WTPO: Pippin Cottage, The Green, Leigh TN11 8QJ - removal of two oak trees, T1 and T2 (TPO). Members agreed to strongly object to this application on the following grounds:
1. The trees are located in the Leigh Conservation Area and are protected by TPOs. These are two strict protections and should not be lifted for any reason, unless the trees are decayed and dying or are a threat to human life, which does not apply in this case.
  2. The trees are of high amenity value to Leigh - they are situated alongside The Green which is the centre of the village and where cricket, football and stoolball are played. Their removal would open up the view to Pippin Cottage and neighbouring properties.
  3. The property is built on clay which expands and contracts depending upon the levels of water in the soil.

The water table in Leigh can be high – there is evidence of this from a neighbour's well. The water level can rise to the surface at times, creating standing water in the garden. Close by the area has, on occasion, been flooded.

4. Underpinning the property would certainly solve the subsidence problem, removing the trees would not be a certain solution. There is no proof that it is the roots of these actual trees that are causing the subsidence. There has been no control bore hole either at the property or on The Green opposite the property, where a control bore hole could have been drilled free of vegetation roots. There are two other houses nearby which have had similar subsidence issues. The first is Park House, where the foundations were of different depths, as in this case, and had a tree cut down but still had to be underpinned, and the second is Onival which was underpinned and the tree was allowed to remain after the resident took the case to the ombudsman.

Members agreed that in some cases there may be grounds for over-riding the conditions of a Conservation Area and/or Tree Preservation Orders but this is manifestly not the case here. To do so would destroy an historic landscape and damage the value of such classifications. It would also set a precedent that would question the point of making such classifications at all. This is a highly sensitive issue in a very visible and much-loved location, and members agreed to urge SDC to reject this application and set in motion the underpinning work which is the right and proper action in this case.

- v. SE/16/01557/LDCEX: Manor Buildings, Powder Mill Lane, Leigh TN11 9AS - sales of motor vehicles including pre-sales preparation and valeting. Members agreed to strongly object to this application on the following grounds:
  1. There is no evidence as part of the application that sales were made at Manor Farm Buildings.
  2. No details are included regarding Unit 1 as existing and as proposed, so the Parish Council cannot tell if there is an office, a toilet or just storage space on site.
  3. SDC Enforcement Officers inspected the site late in 2015 and said that there was no evidence of vehicles being sold on site. If the applicant is now claiming that Parkview Vehicle Solutions have continually used the premises for the purpose of used car sales, car storage and car preparation since 2005, then the Parish Council assumes that the applicant deliberately concealed the fact that he was selling vehicles from the Enforcement Officers. Clerk to forward email from Nicola Clinch.
- vi. SE/16/01870/HOUSE: 33 Penshurst Road, Leigh TN11 8HL - proposed two storey side extension, with sunpipe at rear and part demolition of existing outbuilding. Alterations to fenestrations and external tile hanging around the first floor of dwelling. Members supported this application.
- vii. SE/16/01821/FUL: Land north of 48-54 Burton Avenue, Leigh TN11 9FB - construction of two pairs of semi-detached houses and one detached house and carport. Members agreed to request details of the marketing campaign for this site with industrial use.

Cllr Doherty reported that, during the month, the Planning Committee has agreed and submitted the following comments to SDC:

- viii. SE/16/01615/HOUSE: Windfalls, Penshurst Road, Leigh TN11 8HL - demolition of single storey flat roofed extension and erection of a part of two storey and part single storey extension. The Parish Council supported this application but made the comment that a normal sized window instead of a floor to ceiling window in the new bedroom on south-east elevation would be preferable.

ii. To hear update regarding construction vehicles using Powder Mill Lane

See Open Session above.

iii. To consider the accuracy of SDC's published list of potential development sites in the parish

The Clerk reported that there have been three sites put forward under SDC's Call for Sites:

1. Land at Green View Avenue (Colin Bastable) - submitted capacity 35 residential units.
2. Garages at Old Orchard, Charcott (West Kent Housing Association) - submitted capacity 6 residential units.
3. Land at Burton Avenue (Powder Mills - Ashill Developments) - submitted capacity 5 residential units.

SDC are only consulting at this stage on the accuracy of these submissions, they will consult and seek comments on the suitability of the sites early in 2017.

- iv. Cllr Doherty gave an update on the new music room at Leigh Primary School. Thanks to fundraising and support from the community, the school now has enough money to start work and the project has gone to tender. It is hoped that construction will start at the end of July and completed over the school summer holidays. Part of the planning approval included the felling of a tree at the rear of the site.
- v. Notification of planning decisions
  - SE/16/00648/HOUSE: Rivermede, Penshurst Road, Leigh - conversion of garage into playroom. Application approved.
  - SE/16/01296/HOUSE: Prices Farm, Penshurst Road, Leigh - demolition of existing conservatory and erection of rear single storey extension for use as garden room. Application withdrawn.
  - SE/16/01263/LBCALT: 9 The Square, High Street, Leigh - knocking through of internal wall between kitchen and utility room. Removal of existing gas flue and insertion of new repositioned gas flue. Tooothing out of poorly matching bricks and replacement of matching bricks. Insertion of woodburner within lounge and associated chimney works including new chimney pot bird/rain cowl. Application approved.
- vi. Notification of Appeals
  - SE/15/02111/HOUSE: Little Moorden, Cinder Hill Lane, Leigh TN11 8HU – enlargement of existing front extension at ground floor and first floor. Appeal ref: APP/G2245/W/16/3149001.
  - SE/15/02112/LBCALT: Little Moorden, Cinder Hill Lane, Leigh TN11 8HU – enlargement of existing front extension at ground floor and first floor. Appeal ref: APP/G2245/W/16/3148991.

(Cllr Kaye arrived at 9.05pm)

#### **46. Highways & Environment**

- i. To discuss drainage and flood related issues including the Community Flood Plan  
Cllr Stratton-Brown reported that he is continuing to make progress on this matter.

(Cllr Croft arrived at 9.08pm)

- ii. To discuss Speed Watch and consider the purchase of a mobile Speed Indication Device

The Clerk reported that she received the following response from PCSO Laura Morris to the question whether Speedwatch schemes and SIDs are an effective means of reducing traffic speeds: “Speedwatch I would say is the way to go. Penshurst, for example, have a fab group of volunteers who take part in the scheme doing speed checks with the indication device and get lots of letters sent out. Volunteers get training on the device and can then go out whenever is good for them and do an hour or two at a location. If this is done effectively and regularly it can make a huge difference. It is definitely effective and is a great support to the speed checks that the police do. The more checks that are carried out, the more effective it is.” The Clerk reported that activity never directly leads to prosecutions or penalties. Letters of advice are sent to registered owners of vehicles and repeat offenders might expect to have their letters delivered by the police. Speedwatch records held by Kent Police stand-alone and are not linked to, or accessed by, any other databases. The Clerk reported that the cost of the purchase of the speed indication device as a special speedwatch package is £2,150 + VAT. Includes tripod, data storage, battery and charger. Cllr Doherty said that the speed indication device at Donkey Field only works intermittently. Clerk to report. Members asked the Clerk to mention in the Parish Magazine that volunteers are sought to join a Speedwatch team, and if an adequate number of volunteers are willing to help, then the Parish Council will consider the purchase of the speedwatch package in September.

- iii. To consider quote to improve the edge of the green in Charcott damaged by vehicles

Cllr Marchant declared a DPI in this matter and took no part in the discussion or vote. The Clerk reported that R. Marchant & Sons Ltd has provided a quote to:

- Break out existing Countryside kerbs on southern side of Charcott Green (29 linea metres)
- Break out existing concrete base and excavate to allow for thicker bed.
- Re-lay kerbs bedded on 200mm substantial concrete bed and haunched with concrete.

- Excavate behind kerb line approximately 700mm wide, remove surplus material from site.
- Lay 150mm thickness of suitable grade roadstone well rolled and consolidated, top with 50mm thickness of sharp sand.
- Lay concrete grass grid sections filled with soil and then seeded.

Price: £3,875 + VAT.

Cllr Provan proposed that the Parish Council accept R. Marchant & Sons Ltd quote for this work. This was seconded by Cllr Doherty and all were in favour.

iv. To hear update regarding the swathe & visibility cutting contract

The Clerk reported that Chiddingstone Parish Council has given the contractor until the end of this week to complete all the verge cutting or else it will be deemed that the contractor is in breach of contract and other arrangements will be made. All visibility cuts have been completed and the contractor has said that he would cut all the verges, but he must do so within the agreed timescale. Cllr Marchant reported that the visibility at The Compasses is not adequate, and members agreed that the service provided by this year's contractor is not satisfactory. Members agreed to support Chiddingstone Parish Council in their actions to rectify or rescind this contract.

v. to consider applications for tree works

SE/16/01857/WTPO: Pippin Cottage, The Green, Leigh TN11 8QJ – to fell two oak trees. See item 45(iv) above.

#### 47. Rights of Way

i. To hear update on the progress of the committee

None.

ii. To hear update regarding the request for a permissive path at Paul's Hill Cottage

None.

#### 48. The Green

i. To hear update regarding the programmed improvement works to The Green

The Clerk reported that Rob Swallow has provided a proposed timeline:

“The latest that the project would start would be late August. This would enable the drainage to be installed and the seeding would then have all of September and October to gain enough sunlight and moisture to take hold. It sounds as though the football club will lose most of the season and the cricket club may lose a couple of weekends.” Mr Swallow has been trying to arrange a meeting with Richard Earl, the project manager, during the day with Dave Furneaux and Ian Bishop so that they can be reassured about details of the project.” Members agreed to favourably consider any application by Leigh Football Club for some costs to be reimbursed if they have to play elsewhere.

ii. To consider quote to improve the edge of The Green damaged by vehicles

Cllr Marchant reported that the following are budgetary figures for building up The Green with a good base and relaying the existing kerbstones on the following areas:

i. 30m stretch from Powder Mill Lane to Old Wood Cottage, budgetary figure £2,000 + VAT.

ii. 50m stretch by Elizabeth Cottage, budgetary figure £2,750 + VAT.

Members agreed to ask R. Marchant & Sons to prepare a proper price for this work.

iii. To discuss the oak posts around The Green, and consider quote for new post by Old Wood Cottage

i. Cllr Marchant reported that the cost of a new post outside Old Wood Cottage would be £450 + VAT. Cllr Doherty declared an NPI on this matter. Members approved the expenditure.

ii. The Clerk reported that Chris Rowley has asked for the posts around The Green to be shaped into a point. He is happy to draw the shape onto the posts although not sure if he can actually shape them himself. Members agreed that there needs to be a slope to the top of the posts to prevent water penetration. Members agreed that it would be too expensive to change the existing slope to a point on the posts but thanked Mr Rowley for his suggestion.

iv. To hear update regarding claim for replacement post due to damage by lorry

The Clerk reported that ILS Limited has accepted the quote to replace the post and Marchants will send the invoice direct to them.

v. To discuss works to trees on The Green

- i. The Clerk reported that she has asked RWE to carry out the work to the oak tree on the driveway to Gowers. The work is to remove the lower main limb to improve vehicular access, trim the drooping secondary limbs from the remaining lower canopy back to suitable growth points to give an even lower edge to the canopy. This work has been approved by SDC and the Parish Council approved the work which will cost £100 + VAT. Richard should be able to do this work week commencing 25<sup>th</sup> July. The Clerk reported that Chris Rowley has asked for a more severe cut back of this tree due to worries about subsidence, but it was agreed that Richard should carry out this work now as approval has been granted, and if further works are considered necessary then additional approval will be required.
- ii. The Clerk reported that she has asked Bartletts to carry out the agreed works to the veteran oak tree, namely:  
Prune Oak located at the green according to the following specifications:
  - Clean to remove all dead, diseased and broken branches 2 centimetres in diameter and larger throughout crown to improve health and appearance and reduce risk of branch failure.
  - Reduce crown height by approx. 1.5-2.0 meters and lateral spread to the north, east and south by approx. 1.5-2.0 meters, using 'drop crotching' back to growth secondary growth points.
  - Reduce the lateral spread of the crown to the west by between 2.0 and 3.0 meters to maintain balance, again using 'drop crotching' back to suitable secondary growth points.
  - During reduction works inspect the installed cabling, report any defects and make any necessary adjustments.
  - Remove resulting debris.
- iii. Members asked the Clerk to obtain approval from SDC to lift the crown of the two oak trees on The Green opposite the school, and obtain a price.
- iv. Members asked the Clerk to obtain a price for lifting the crown on the oak tree on Charcott Green.

**49. To consider the provision of Affordable housing in the parish**

None.

**50. Aviation:**

- i. The Clerk reported that The Transport Secretary, The Rt Hon Patrick McLoughlin MP has indicated that a decision on additional runway capacity will not be forthcoming until the Autumn, at the earliest. Tom Tugendhat has said "Almost a year ago to the day, the Airports Commission led by Sir Howard Davies was clear in its recommendations that Gatwick Airport was not suitable to be expanded. This was a comprehensive report which came to a clear conclusion. I am very disappointed to hear that a decision on this report has been delayed, yet again. This increases uncertainty for communities who are affected by flights approaching airports in South East England. I will be writing to the Transport Secretary to establish why we have to wait even longer to implement the Airports Commissions recommendation, in full, when their report was so clear on the best option for the economic prosperity in our country".
- ii. The Clerk reported that the CAA has carried out a consultation on airspace change processes, the results of which will be published in the autumn, and it is hoped that the consultation will lead to more consultation with communities. Gatwick Airport Ltd has held its first Noise Management Board meeting and the Board is implementing the recommendations as set out in the Arrivals Review. The current ILS was two miles wide, and the NMB has agreed that, by the end of July, the ILS will be six miles wide and aircraft will be able to join the approach for landing between 8 and 14 nautical miles from the airport. This will be a significant benefit for the communities, and although some parishes will receive some overflight when they did not receive much previously, the load will be spread and therefore much fairer. It is hoped that aircraft will also use Continual Descent Approach from a greater height, from 6000 feet instead of 4000 feet. GAL has agreed to impose a charging regime from December 2017 on any airbus A320 series of aircraft operating out of Gatwick which has not been fitted with the modification to reduce aircraft noise.

- iii. The Clerk reported that the next HWCAAG meeting is tomorrow evening, and a company will attend in order to demonstrate a few noise monitors and the group will consider whether to hire one over the summer months. Cllr Kaye undertook to attend this meeting.

**51. Leigh Village Halls report**

None.

**52. Aged Persons Dwellings**

i. To hear update regarding works to No.1 and No.2 The Bungalows

The Clerk reported as follows:

- i. The electrician has carried out the electrical test and inspection in both properties, and has issued new certificates.
- ii. The Clerk has asked Kent Domestic Boilers to inspect the boiler at No.2 The Bungalows. His recommendation is to replace the circulating pump and fit a thermostatic valve to the living room radiator. This will cost £294 + VAT. If this does not solve the problem then it will need a power flush. This will cost £375 + VAT. Members approved the expenditure.
- iii. The Clerk has sent photographs of the suggested new door to Angie asking for her agreement, but has not heard back.
- iv. The Clerk has advised Angie that the Parish Council has no objection to her installing a water meter at the property, although neighbouring properties were told that this is not possible.

ii. To consider request for new kitchen floor in No.1 The Bungalows

The Clerk reported that Mrs Broad has asked for a new kitchen floor, as the existing one is dated and cracked in places. Mrs Broad did not require a new back door, she said that the existing one is in perfect order. Members agreed to fit a new floor in No.1 The Bungalows.

**53. To agree price for the Bulk Refuse service provided by SDC for Saturday 9<sup>th</sup> July**

The Clerk reported that the SDC's freighter has been booked for Saturday 9<sup>th</sup> July at a 2% increase in cost from last year. Members approved the increase in cost.

**54. To hear report of the Leigh Does Lunch event and approve final costs**

Cllr Stratton-Brown reported that the Leigh Does Lunch event was superb and many thanks go to Cllr Doherty and to Kendra Felisky. 250+ people attended the event. Cllr Doherty reported that the Parish Council has already paid for the following items:

Insurance premium for the event:	£87.60
First Aid cover:	£137.50
Entertainer, Jonathan Cann:	£150.00
Deposit for Jonathan Cann entertainer, payable Linda Zuberi:	£25.00
Entertainer: Jimmy the Juggling Jester, payable Mr J. Wallace:	£190.00
Steam Engine costs	£150.00
Marquee hire:	£100.00

Details of the remaining expenses will be sent to the Clerk in due course. Members approved the expenditure, and approved the payment of outstanding monies not covered by the contribution by the fun fair. The Clerk reported that, at members' request last month, she asked for comments on the Fun Fair in the Parish Magazine. So far, one verbal and one written response has been received, both in favour of the Fun Fair. This is in response to the complaint received by a resident.

**55. To approve cost of new battery for defibrillator at The Forstall**

The Clerk reported that new batteries are required for the defibrillators at 15 The Forstall and the Large Village Hall. Members approved the expenditure. They are Powerheart AED G3.

**56. To report on correspondence received**

The Clerk reported that lists of correspondence received have been circulated, and drew members' attention to the following:

- i. Item 2: Email from Christine Nuttall, SDC: "After nearly 14 years at SDC as Monitoring Officer I will be retiring at the end of this month. Martin Goodman arrives to permanently take over the position as Monitoring Officer at Sevenoaks District Council from the 1<sup>st</sup> July 2016."
- ii. Item 4: SDC News Release: Residents' views sought on hotel plans Residents and businesses are being urged to comment on plans for a new hotel in Sevenoaks. A planning application has been lodged for an 83 bed hotel on the site of Sevenoaks District Council's Sennocke car park. The planning application will take up to 13 weeks to be decided and the public have until Thursday 30 June to comment on the proposals.
- iii. Item 5: KALC: HM Treasury is currently consulting on proposals to change the governance arrangements relating to the function of central government lending to local authorities. It proposes that the Public Works Loan Board is abolished and its functions are transferred to the Commissioners of the Treasury. The proposals only affect the governance arrangements and do not change the policy or operational aspects of lending to local authorities.
- iv. Item 6: KALC: details of Councillors Conference on Thursday 7th July at East Malling Research Centre from 9am. Price £60 + VAT to include lunch.
- v. Item 7: News from Tom Tugendhat MP, copied to all members.
- vi. Item 8: Minutes of Sevenoaks Branch of the Kent Association Local Councils meeting held on 10th June. Includes presentation slides of SDC Planning Enforcement.
- vii. Item 10: Letter of resignation from Cllr Doherty: "It is with regret that I have to resign as a Parish Councillor due to my assignment in New York for two years. I have thoroughly enjoyed working with the whole Parish Council team."
- viii. Item 11: Letter from Simon Davies at SDC: "Sevenoaks District Playing Pitch Strategy: "We have commissioned Strategic Leisure Ltd (SLL) to undertake an Open Space, Sports & Leisure study for the Sevenoaks District."
- ix. Item 12: Letter from Robert Slade, Sevenoaks Community Safety Inspector at Swanley Police Station: "Due to two PCSOs being successful in the police application process it is very likely that our PCSO numbers will go down to 15 PCSOs to cover the whole District. As a result of this and the fact that there is no early indication of any replacements we are having to remodel our PCSO arrangements. This is unlikely to affect the majority of parishes or Town Councils."
- x. Item 13: Email from PCSO Laura Morris: "I am just sending a quick email to you all as I think all parish councils in the district have recently received an email from our inspector regarding possible PCSO changes. These changes are at the moment more for Swanley officers. Therefore, don't panic. I will not be moving back to Swanley. I have been building up key contacts in the communities and feel it has been going well since I came here. I am not intending to go anywhere."
- xi. Item 15: KCC press release: "The number of people killed and seriously injured (KSI) on roads in Kent and Medway has gone down – but bad driving has seen a rise in serious crashes."
- xii. Item 20: Gatwick Airport Ltd: email attaching the third edition of Gatwick Airmail, their Community newsletter, keeping you updated with all that's new at the airport.
- xiii. Item 22: KCC Press Release: Plea to safeguard 'invisible' children: Kent County Council wants to raise awareness of 'invisible' children who are being privately fostered and may not be getting the support and protection they need.

## 57. Finance:

- i. Audit for year ending 31<sup>st</sup> March 2016  
The Clerk reported that the Internal Audit has been completed and the Annual Return will now be sent off to PFK Littlejohn LLP, as external auditors. Members asked the Clerk to obtain a gift for Roger Sykes as thanks for carrying out the Internal Audit for the Parish Council.
- ii. To approve payment of cheques  
Cllr Marchant proposed that the list of cheques be approved. This was seconded by Cllr Provan and all were in favour.

## 58. To agree date of next meeting

Members agreed that the next full Parish Council meeting will be held on Monday 5<sup>th</sup> September. The Planning Committee will continue to consider applications during the intervening period.

**59. Items for reporting or inclusion in future agenda**

- i. Cllr Croft raised concerns about Crandalls Pond, particularly as there appears to be rats in the vicinity. Clerk to chase SDC who promised the clear the pond at the end of the summer months when the water level should be at its lowest.
- ii. Cllr Marchant said that potholes in the area have worsened. Clerk to chase KCC.

The meeting closed at 10.00 pm.

Signed .....

Date .....

**LEIGH PARISH COUNCIL  
LIST OF CHEQUES  
4<sup>th</sup> July 2016**

<b>Date</b>	<b>Cheque</b>	<b>Payee</b>	<b>Detail of payment</b>	<b>Amount Inc. VAT</b>	<b>VAT</b>
04.07.16	1713	Clerk	Salary	£720.84	
04.07.16	1714	HM Revenue & Customs	PAYE	£279.68	
04.07.16	1715	Kent County Council	Pension contribution	£289.51	
04.07.16	1716	Clerk	Mileage, petty cash & working from home	£103.15	
04.07.16	1717	Dave Cole Electrical Installations	Electrical test and inspections APD 1&2	£480.00	£80.00
04.07.16	1718	SDC	Dog bin emptying Apr-June 2016	£425.88	£70.98
04.07.16	1719	Beverley Doherty	Reimburse cost steam engine Leigh Does Lunch	£150.00	
04.07.16	1720	Beverley Doherty	Reimburse cost marquee hire Leigh Does Lunch	£100.00	
04.07.16	1721	Kendra Felisky	Leigh Does Lunch First Aid cover (re-issue chq)	£137.50	
04.07.16	1722	Peter Croft Garden Services:	Mowing	£295.00	
			<b>Total</b>	<b><u>£2,981.56</u></b>	<b><u>£150.98</u></b>