

## LEIGH PARISH COUNCIL

### MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL HALL, HIGH STREET, LEIGH ON MONDAY 5<sup>TH</sup> SEPTEMBER 2016 AT 8.00PM

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**PRESENT:** Cllr. C. Stratton-Brown (Chairman), Cllr R. Britain, Cllr P. Croft, Cllr A. Johnston, Cllr J. Kaye, Cllr G. Marchant, Cllr L. Provan and Cllr S. Smith  
**APOLOGIES:** Cllr R. Lake, District Cllr Lake and County Cllr Pearman  
**IN ATTENDANCE:** Mrs L. Kleinschmidt (Clerk). Members of the public attended the meeting for the Open Session only.

#### Open Session

Mr Chris Rowley said that, when Well Close was built, it was felt that there should be planning gain which did not happen. Mr Rowley asked that, if the idea to build at the end of Greenview Avenue does come to fruition, would it be a good idea to ask for planning gain? Cllr Stratton-Brown said that the Parish Council will automatically get 25% of the Community Infrastructure Levy paid by the developers of any scheme in future. Mr Rowley said that he was thinking more of footpath provision rather than financial gain.

Cllr Stratton-Brown asked for members' approval to discuss the following item in the Open Session. Members agreed.

To hear update regarding the application for tree works: SE/16/01857/WTPO: Pippin Cottage, The Green, Leigh TN11 8QJ

Mrs Srotyr said that she has spoken to Axa again and asked them to postpone the application pending enquiries as to whether a root barrier would work. Axa said that all options are open. Mrs Srotyr contacted the loss adjusters in order to clarify matters. They said that even if the application is approved at the SDC Development Control Committee meeting on 8<sup>th</sup> September, the trees will not necessarily be felled and nothing will be done without discussion. Cllr Stratton-Brown reported that he had a conversation with Les Jones, SDC's Arboricultural Officer, who agreed that he did not want the trees to be felled. There is an expired approval to fell one of the trees. Mr Jones said that he is very keen for the trees to be retained but he is concerned about compensation against SDC if the application is refused and underpinning is required. Therefore he decided not to make a delegated decision but to put the application to the SDC Development Control Committee so that SDC members can make the decision. Members agreed to pursue their objection to this application and Cllr Stratton-Brown to speak at the Development Control Committee meeting on Thursday as the Parish Council's representative.

#### Closed Session

60. **Apologies for absence** were received from Mr Richard Lake and members accepted his reason for absence. Apologies for absence were also received from District Cllr Lake and County Cllr Pearman.
61. **Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**  
Cllr Marchant declared a DPI in items 66 (iii) and 68 (ii) as his company is providing quotes for the work.  
Mr Britain declared a DPI in item 67(ii) as the suggested path will have an impact on his property.
62. **To co-opt two new members of the Parish Council and to receive their Declarations of Acceptance of Office**  
Cllr Stratton-Brown reported that he and Cllr Kaye met all the candidates, and Cllr Smith met all but two. The decision was extremely difficult as the calibre of candidate was outstanding. The two candidates who are to be recommended to the Parish Council for co-option are Mr Richard Britain and Mr Richard Lake as they have specific skills and geographical representation. Cllr Smith proposed that Mr Richard Britain be co-opted onto the Parish Council with immediate effect. This was seconded by Cllr Marchant and all were in favour. Mr Britain accepted and was co-opted with immediate effect. Cllr Britain signed the declaration of acceptance of office form, which was counter-signed by the Clerk, and undertook to complete his DPI and NPI forms within 21 days of taking office.

Cllr Smith proposed that Mr Richard Lake be co-opted onto the Parish Council with immediate effect. This was seconded by Cllr Marchant and all were in favour. The Clerk reported that Mr Lake has apologised for his absence at the meeting but was pleased to accept, and he was co-opted with immediate effect. Cllr Lake has undertaken to sign the declaration of acceptance of office form upon his return from holiday, and this will be counter-signed by the Clerk, and he has undertaken to complete his DPI and NPI forms within 21 days of taking office. Cllr Stratton-Brown thanked Cllr Doherty and Cllr Swallow for their hard work for the Parish Council and the village as a whole whilst serving as members.

**63. To consider list of committee members**

Committee membership was considered and the following approved:

<b>Finance Committee:</b>	Cllr Stratton-Brown (Chairman), Cllr Marchant, Cllr Kaye, Cllr Britain.
<b>Environment Committee:</b>	Cllr Croft (Chairman), Cllr Smith, Cllr Johnston.
<b>The Green:</b>	Cllr Marchant, Cllr Smith, Rob Swallow.
<b>Planning Committee:</b>	Cllr Stratton-Brown (Chairman), Cllr Johnston, Cllr Marchant, Cllr Smith, Cllr Provan, Cllr Lake.
<b>Rights of Way Committee:</b>	Cllr Kaye (Chairman), Cllr Provan, Cllr Lake, Jane Clay, Jonathan Cook, Sybille Henry, Jill Kaye, Chris Rowley, Joe Staffurth, Ian Vincent, Bruce Williams and Liz Wyn-Owen.
<b>Aviation Working Party:</b>	Cllr Stratton-Brown, Cllr Kaye, Cllr Smith, Cllr Britain, Mark Hammer.
<b>HWCAAG:</b>	Cllr Stratton-Brown, Cllr Kaye, Cllr Smith, Cllr Britain.
<b>Leigh United Charities:</b>	Cllr Provan, Mr Brian Ball.
<b>Leigh Village Halls Management Committee:</b>	Cllr Johnston.
<b>Internal Auditor:</b>	Mr Roger Sykes.
<b>Tree Warden:</b>	Cllr Smith.
<b>Campaign for Protection of Rural England:</b>	Cllr Smith.
<b>KALC Sevenoaks branch:</b>	All members

**64. The minutes of the Leigh Parish Council meeting held on 4<sup>th</sup> July 2016** were approved and duly signed. Proposed by Cllr Johnston, seconded by Cllr Provan and all were in favour.

**65. Planning**

i. To consider applications received

The Clerk reported that since the last Parish Council meeting, the following applications have been considered:

- i. SE/16/01917/FUL: Cinder Hill Farmhouse, Cinder Hill, Leigh TN11 8HU - change of use and associated building works to convert a Kent Barn to a single residential dwelling; change of use of land to garden; new access drive and construction of garage. Members supported this application.
- ii. SE/16/02184/HOUSE: South Lodge, 46 Well close, Leigh TN11 8RQ - erection of a first floor side extension with roof extension over existing ground floor extension. Ground floor infill extension and alterations to front elevation of garage. Members objected to this application as the ground infill is very close to the large mature oak trees at the southern end of the old burial ground and there is no mention of them in the application. The Parish Council has no issues with the first floor extension.
- iii. SE/16/02289/HOUSE: 6 Hollow Trees Close, Leigh TN11 8QF - erection of ground floor rear single storey extension with flat roof and skylight. Members supported this application.
- iv. SE/16/02300/HOUSE: 49 Penshurst Road, Leigh TN11 8HN - erection of single storey garden room. Members objected to this application as they felt that the Green Belt 50% rule should be adhered to.
- v. SE/16/02306/HOUSE and SE/16/02307/LBCALT: 2 Forge Square, The Green, Leigh TN11 8QR - demolition of existing single storey lean-to to facilitate the erection of a single storey rear extension, internal alterations at ground and first floor level and roof light in rear pitch of main roof.

Members felt that they could neither support nor object to this application and decided to leave the decision to the Conservation Officer. Members wished to bring to SDC's attention the flat roof and the form of the double doors on the new west wall.

The Clerk reported that, under the SDC weekly list of applications, the following was listed: SE/16/02637/PAC: Manderville, Egg Pie Lane, Weald TN11 8PE – prior notification for a change of use from agricultural use to a dwelling house (Class C3) and associated operational development. This application is made under Class Q of The Town and Country Planning (General Permitted Development) (England) Order 2015. Members asked the Clerk to obtain the plans for consideration.

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

The Clerk reported that local residents have the following updates:

i. Bruce Williams reported that the erection of the temporary speed restriction signs by Bellway is having a positive effect on their traffic but not all. There are still construction traffic movements outside of the permitted hours. Bruce said that whilst he believes that this has improved, without SDC imposing some form of financial or operational penalty for continued failure to abide by the terms of the planning permission, he cannot see that this will get any better. Bruce said that he has had a number of email exchanges in August with Bellway about traffic and damage to his verge, which he has sent to D.Cllr Lake for his information.

ii. Jane Clay reported that there are many constant breaches of the planning agreements as she regularly meets lorries on Powder Mill Lane before 8am. The worst of the verge damage nearest the site entrance has been patched, but not with the grass that has been destroyed. There is no road drainage, soft verges are essential for the road drainage system or there will be a risk of flooding. The road is just too narrow in a number of places for two cars to pass side by side safely, let alone two lorries or a lorry and the local bus. The footpath at the Powder Mill end has been encroached on by Bellway. Jane said that there is an application to re-route the footpath but it seems wrong for them to be obstructing it before the permitted date.

iii. To hear update regarding the application for tree works: SE/16/01857/WTPO: Pippin Cottage, The Green, Leigh TN11 8QJ

This item was discussed in the Open Session (see above).

iv. SE/16/01557/LDCEX: Manor Buildings, Powder Mill Lane, Leigh TN11 9AS

The Clerk gave an update on this application. The Planning Officer, Mike Holmes, responded to the Clerk's query today to say that he is in discussion with SDC's solicitor on one or two matters before being able to recommend a decision for the application. He said "in terms of the process of making a decision, this is deferred to us as officer's since your Parish Council's comments were received after the 21 day period provided. I did also receive an email from Cllr Lake, however, this was received after the period of the weekly list, which is his opportunity to call applications into the Development Control Committee." The Clerk said that she has responded to Mike Holmes to say that the original response was submitted before the deadline but SDC required an amended comment sent without Nicola Clinch's email. The Clerk said to Mike that she wants it noted that the original comment was submitted before the deadline.

v. Notification of planning decisions

- SE/16/01209/HOUSE: Hale Oak Farm Oast, Hale Oak Road, Sevenoaks Weald - erection of a two storey side extension with balcony and various internal and fenestrations alterations. Creation of new paved terrace. Application approved.
- SE/16/01615/HOUSE: Windfalls, Peshurst Road, Leigh - demolition of single storey flat roofed extension and erection of a part of two storey and part single extension. Application approved.
- SE/16/01697/HOUSE: 11 Powder Mill Lane, Leigh - 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, and a new pitched roof to bathroom. Application approved.
- SE/16/01870/HOUSE: 33 Peshurst Road, Leigh - 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. Application approved.

- SE/16/01917/FUL: Cinder Hill Farmhouse, Cinder Hill Lane, Leigh change of use and associated building works to convert a Kent Barn to a single residential dwelling; change of use of land to garden; new access drive and construction of garage. Application approved.
- vi. Notification of Appeal decisions:
- Appeal Ref: APP/G2245/W/16/3144212 - St Andrews Cottage, Scabharbour Road, Hildenborough, Kent TN11 8PJ. The development proposed is replacement detached dwelling with revised access arrangements. Appeal dismissed. Reason: the proposed replacement dwelling would be materially larger than the original on the site and, as such, the proposal is inappropriate development that harms the openness of the Green Belt.
  - Appeal Ref: APP/G2245/D/16/3151150 - 1 Hollow Trees Close, Leigh, Kent TN11 8QF. The development proposed is a single storey side extension. The appeal is dismissed. Reason: the proposal would be contrary to Policy EN1 of the Sevenoaks Allocations and Development Management Plan in that it would not ensure retention of trees, which are protected by a Tree Preservation Order, and thus potentially would result in loss of green infrastructure which would adversely affect the character of the area.

## 66. Highways & Environment

- i. To discuss drainage and flood related issues including the Community Flood Plan  
Clerk undertook to obtain a drainage map of the village.
- ii. To discuss Speed Watch and consider the purchase of a mobile Speed Indication Device  
The Clerk reported that she has mentioned the Speed Watch scheme in the August and September parish magazines and has asked for volunteers, but only two people have come forward and offered to help. Members agreed, therefore, not to purchase the SID or join the Speed Watch scheme. The Clerk reported that PCSO Laura Morris has carried out some random speed checks, with the following results:  
13/07/2016 10:00-10:45 B2027 Penshurst Road at junction with Donkey Field (speed Limit 30 mph). Of the 262 vehicles checked:  
203 vehicles under 30mph  
53 vehicles 30-35mph  
6 vehicles 36-40mph  
14/07/2016 09:45-10:15 B2027 Hildenborough Road at junction with Gibbs Field (speed limit 30 mph). Of the 104 vehicles checked:  
86 vehicles under 30mph  
16 vehicles 30-35  
2 vehicles 36-40mph
- iii. To hear update regarding the repair of the green in Charcott damaged by vehicles  
The Clerk reported that this work was approved at the July Parish Council meeting. Cllr Marchant reported that the work is programmed.
- iv. To hear update regarding the swathe & visibility cutting contract  
The Clerk reported that, with agreement with Leigh, Penshurst and Hever Parish Councils, Chiddingstone Parish Council has rescinded the contract from Tony Clark and has instructed Philip Broad to take up the contract again. Philip had the contract for three years from 2013 and undertook the work to a very high standard. He has agreed to pick up the contract for the remainder of this year and for the next three years. Philip carried out one full swathe cut last week, and will do a cut of the visibility splays in October. Cllr Kaye offered to cut the ivy away from the wall on the Hildenborough Road. Members were pleased with the standard of work carried out by Philip Broad and asked the Clerk to relay their thanks.
- v. To hear update regarding the clearance of Crandalls pond  
The Clerk reported that SDC has said that they will clear the pond at the end of the summer when water levels are at their lowest. As half the pond belongs to SDC and half is in the ownership of a private house, the apportionment of costs needs to be agreed. SDC will contact residents and ask them to park elsewhere whilst the work is being done.
- vi. To hear update regarding works to trees on The Green Lane  
The Clerk reported that one resident of Greenview Avenue reported that a branch came down and damaged his shed roof. After the meeting held with residents and Leigh Keating from SDC in November 2015, it was agreed that SDC would ask their contractors to look at the trees and decide whether any essential tree work was required. The land does not belong to SDC or to residents, it appears to have no registered owner.

Therefore, SDC is reluctant to spend money on this project unless it's absolutely necessary. SDC might seek a contribution from the Parish Council, but wait and see. The Clerk said that she has chased SDC for an update but they are waiting for the contractor's report of the trees.

## 67. Rights of Way

- i. To hear report and discuss recommendations of ROW Committee meeting held on 24<sup>th</sup> August  
Cllr Kaye reported that the first committee meeting was held on 24<sup>th</sup> August, and Nicky Biddall from KCC PROW has been very helpful. Four Countryside Access Wardens are required and they will be the eyes and ears of KCC. Full training will be given by KCC and the wardens will have a toolkit which will include a first aid kit. Cllr Kaye said that the four CAWs have been identified and others on the Committee are prepared to walk the footpaths and report any issues. Waymarking and low-level vegetation clearance can be undertaken by the committee, but not cut hedges, install stiles or approach landowners regarding overgrown vegetation. The Committee will concentrate on the condition of the existing ROW before considering the creation of new paths in the parish.
- ii. To hear update regarding the request for a permissive path at Paul's Hill Cottage  
Cllr Stratton-Brown and Cllr Britain undertook to meet and discuss this further.
- iii. Cllr Kaye reported that the pedestrian bridge over the A21 has now been replaced and is open.

## 68. The Green

- i. To hear update regarding the programmed improvement works to The Green and discuss how the shortfall in funding will be covered  
The Clerk reported that she, Cllr Stratton-Brown, Mr David Furneaux and Mr Ian Bishop met with Richard Earl, the project manager, to discuss the project. Since then, tenders have been invited and received. Bourne Amenity have been awarded the project. The Green will be sprayed this week and the machinery will be moved onto The Green on Friday, when the area will be fenced off with orange fencing. No work will be undertaken on Monday 8<sup>th</sup> September as the Year 6 children will be sitting their 11+ examinations. Work will commence on Tuesday 9<sup>th</sup> September. The Football Club and the Cricket Club have been kept informed and are happy with progress. There will be a pre-start meeting this week with Richard Earl, Bourne Amenity and the Parish Council.

Budget: Bourne Amenity

Part A (Earthworks and drainage)	£51,897.03
Part B (Maintenance)	£15,635.00
Contract Sum (ex Contingency, ex VAT)	£67,532.03
Contingency (10%)	£6,753.20
Professional Fees	£8,350.00
Subtotal	£82,635.23
Unrecoverable VAT	£0.00
Total costs (inc unrecoverable VAT)	£82,635.23
Budget	£74,928.00
Budget less costs	-£7,707.23

There is a shortfall in funding of £7,707.23. Sport England has advised that there is a contingency sum of £1,670 that can be claimed. Members agreed to claim this contingency amount. The shortfall will then be £6,037.23. The Parish Council could cover this shortfall, or other options can be considered such as a reduction in future maintenance costs. This will be discussed at the pre-start meeting this week. If required members agreed to cover this shortfall from reserves. Proposed by Cllr Marchant, seconded by Cllr Kaye and all were in favour. The Clerk reported that Bourne Amenity require a letter of intent signed by two members of the Parish Council. Members agreed that the letter of intent is signed and returned. The Clerk reported that the only other outstanding item is a document due from the Parish Council's solicitors regarding the Deed of Security. This is because the original terms of the grant asked that the land is used solely for sport. As The Green is used by the school and the public for all sorts of activities, a new deed is required, which is being sorted out by the Parish Council's solicitors.

- ii. To consider quote to improve the edge of The Green damaged by vehicles  
 The Clerk reported that a specification and estimate has been received from R. Marchant & Sons Ltd.
- To excavate for new kerb run from existing kerbing at Greenview Avenue to the eastern edge of the driveway to Elizabeth Cottage (51 linear metres)
  - To supply and place countryside kerbs bedded on 200mm bed of C20 concrete and haunched with C20 concrete
  - To supply and spread topsoil to rear of new kerblines, well compacted
  - To reinstate to front edge of kerbing
  - To allow for dropped kerb at footpath to Elizabeth Cottage
- Members agreed to defer these works until after the works to The Green have been completed. In the meantime, Clerk to discuss the proposal with the owners of Elizabeth Cottage.
- iii. To consider request by Leigh Cricket Club to erect netting on The Green during matches  
 The Clerk reported the Leigh Cricket Club has asked for permission to erect safety netting on the verge in front of Elizabeth Cottage as cricket balls have caused some damage to the property. The proposal would involve the Cricket Club sinking holes in the grass verge into which poles would be inserted on match days to support netting. Clerk to discuss the proposal with the owners of Elizabeth Cottage and item to be discussed further next month.
- iv. To discuss car parking on The Green, particularly during cricket matches  
 The Clerk reported that complaints are still being received about cars being parked on The Green. Previously, the Cricket Club agreed to ask people not to park there during matches, but this does not appear to be working. It was agreed that there should be no parking under the veteran oak tree. Clerk to mention in the parish magazine, and also ask that children do not climb the tree.
- v. To discuss works to trees on The Green
- i. The Clerk reported that RWE to carried out the work to the oak tree on the driveway to Gowers. The work was 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. Chris Rowley has asked for a more severe cut back of this tree due to worries about subsidence, and the Clerk has asked Richard for his comments, this has not yet been received.
  - ii. The Clerk reported that she has asked Bartletts to carry out the agreed works to the veteran oak tree, namely:  
 Prune Oak (ID# T1) 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.
 The Clerk reported that Bartletts is able to do this work on Thursday 19<sup>th</sup> September.
  - iii. Clerk to obtain quotes and request permission from SDC for the following works:
    - Lift the crown of the oak tree by the school
    - Lift the crown of the oak tree on the green in Charcott

**69. To consider the provision of Affordable housing in the parish**  
 None.

**70. Aviation:**

- i. To hear report of the High Weald Councils Aviation Action Group  
 The Clerk reported that the next HWCAAG meeting is next Tuesday 13<sup>th</sup> September in the Small Village Hall, Leigh.

The Clerk reported that Gatwick Airport Ltd has asked whether representatives from Town and Parish Councils would like to visit Gatwick, look behind the scenes and learn more about the operational aspects of the airport. Cllr Stratton-Brown, Cllr Kaye, Cllr Smith and Cllr Britain said that they would like to attend this event. Cllr Stratton-Brown reported that the second meeting of GAL's Noise Management Board is due to be held in September.

ii. To hear update regarding the noise monitor located in Leigh for one week

The Clerk reported that the noise monitor was placed in the allotments from 23<sup>rd</sup> August for one week. The monitor has already been used in Hever, Chiddingstone and Dormansland, and will be used in Horsmonden, Penshurst and Speldhurst. Therefore the area has well covered. The data has been stored and has yet to be analysed. The cost is £250 + VAT per week. Members approved the expenditure.

**71. Leigh Village Halls report**

None.

**72. To discuss SDC's request for Leigh to host their new Active Ageing Community Hub**

The Clerk reported that she had a meeting during the summer with SDC regarding a new idea they have for an Active Ageing Community Hub for our local parishes. They would like Leigh to host the hub perhaps in the small village hall. They will arrange activities for older residents, or those with disabilities, and their carers. SDC is applying for funding at present, so more information will be forthcoming in due course. The project objectives are:

- Activities for older people to reduce social isolation and depression
- More physical activities suitable for older people
- To improve mental health
- To support to live healthier happier lifestyles
- Additional support for people affected by long term conditions and mental health issues
- Support for carers
- To provide volunteering opportunities to get involved in the local community.

There will be a variety of organised activities, such as a café, weekly health walks, seating exercise, cardiac rehab sessions, healthy eating workshops, yoga and a lunch club.

**73. Aged Persons Dwellings**

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

The Clerk reported as follows:

- i. The company supplying the new door for No.2 The Bungalows have firstly ordered a thumb lock and will see if it can be fitted to the existing door. They will measure the door at the same time. The new door will cost £500 + VAT. Members approved the expenditure if required.
- ii. Kent Domestic Boilers need to return to No.2 The Bungalows and replace four radiator valves that are not functioning properly.
- iii. Colin said he would pop round and look at the backdoor threshold which is crumbling.

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

The Clerk reported that the new floor has been ordered but payment required before fitting. It costs £290.87 including VAT. Members approved the expenditure.

**74. 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: KCC: Kent County Council Waste Management is developing a 'Waste Disposal Strategy', which presents the overall 'Ambition' for KCC as the Waste Disposal Authority up to 2035, as well as a series of priorities and supporting objectives to help reach the ambition. KCC are now asking for views on the draft strategy. Consultation documents and the questionnaire can be found at [www.kent.gov.uk/wastestrategy](http://www.kent.gov.uk/wastestrategy).
- ii. Item 5: SDC news releases: (i) Council Tax Reduction scheme review: Residents are being asked for their views on proposed changes to a scheme that helps working age people on low incomes pay their Council Tax. SDC, and the other local public sector organisations funded by Council Tax, are reviewing the District's Council Tax Reduction scheme, which provides a council tax discount for working-age people on low incomes.

The discount depends on a claimant's circumstance, income and savings. The consultation runs from 18 July until 11 September 2016. (ii) Unable to afford to live in Sevenoaks? Think again: Residents in the District will have the chance to get some free help and advice on affordable housing options in Sevenoaks District with an open surgery in support of National Housing Day on 19 September. The surgery at the SDC offices will run from 6pm until 8pm and will provide information to people with a household income of under £35,000. The event is open to all and no appointment is necessary. Options such as shared ownership will be highlighted and Housing Advice Officers, Moat Housing Association and West Kent Housing Association will be on hand to offer their advice.

- iii. Item 6: KCC News Release: Notice of Adoption of the Kent Minerals and Waste Local Plan Town and Country Planning (Local Planning) (England) Regulations 2012. The Kent Minerals and Waste Local Plan was submitted to the Secretary of State on 3 November 2014. Inspector Jonathan G King BA (Hons) Dip TP MRTPI was appointed to examine the Plan and issued his report to the County Council on the 26 April 2016 and concluded that the Plan was legally compliant and sound, subject to certain modifications.
- iv. Item 7: KCC welcomes grant applications from rural parishes, to match-fund for bus shelters. Funding is limited and allocated on a first-come, first-served basis.
- v. Item 9: Kent Police:
- Saxby Wood: between 12:01am on Tuesday 21st June and 11:59pm on Wednesday 13th July, a gate was damaged at a residential property.
  - Compasses Road, Leigh: on Tuesday 26th July between 3:00pm and 7:00pm, a shed at a residential property was broken into.
  - Station Hill, Leigh between 10:00pm on Tuesday 26th July and 3:39pm on Wednesday 3rd August, computing equipment and battery has been stolen from a farm.
- vi. Item 11: Email from UK Power Networks: On 6th September a new national phone number "105" will be launched by electricity network operators for customers to call should they need to report or get information about a power cut in their area.
- Key points to note about this service are:
- Dialling 105 will put customers through to their local electricity network operator – the company that manages the cables, power lines and substations that deliver electricity into homes and businesses in their area.
  - 105 is just one of the ways that customers can contact their electricity network operator. They can also contact them by phone or via their website.
  - 105 is a free service for people in England, Scotland and Wales.
  - Customers can call 105 no matter who they choose to buy electricity from. Customers can also call 105 if they spot damage to electricity power lines and substations that could put anyone in danger. If there's a serious immediate risk, they should call the emergency services too.
- vii. Item 13: Environment Agency: "Since the last newsletter we have completed the Initial Assessment for the Medway Flood Storage Areas (FSA) project. It considered the costs and benefits of:
- increasing the capacity of the Leigh FSA
  - flood storage in two locations on the River Teise
  - flood storage on the River Beult
  - walls around Yalding
  - increasing the channel capacity by dredging the River Medway between Yalding and Maidstone

#### What are the findings?

- Increasing the capacity of the Leigh FSA: This appears to be feasible and will improve the level of protection to Tonbridge and to a lesser extent other communities downstream. Improvements to benefit Hildenborough will be included in this project, works in Hildenborough will need to occur at the same time as those at Leigh.
- Flood storage on the Rivers Beult and Teise: Although the flood storage options for the Rivers Beult and Teise will help to reduce flood levels in communities around the Yalding, Collier Street and Laddingford area, unfortunately these schemes would cost a great deal but would not provide the benefits that were originally envisaged. They would only protect some of the properties currently at a low risk of flooding. These will not be promoted.



- Walls around Yalding and dredging: Yalding walls and dredging were both eliminated on technical and economic grounds.

The Environment Agency and KCC consider that the communities at risk in these areas would be better served by more localised flood defences and property and community level resilience measures which can be targeted to the properties at greater risk.

#### What will we do?

The Environment Agency will lead work with the communities around Yalding, Collier Street and Laddingford on community and property resilience options for these areas. They will be able to bid for government contributions when they have developed a feasible scheme. The partners have also agreed to contribute to this, with KCC contributing £1.5million.

A bid for funding to improve the Leigh FSA and defences for Hildenborough will be prepared. Assuming this is approved this will be funded by government, KCC and TMBC together with private sector contributions. There is also a bid to the South East Local Enterprise Partnership (LEP) for £4.5 million, which, if successful, will contribute to this scheme and a separate flood alleviation scheme for East Peckham.

We aim to brief communities at three poster exhibitions to be held in:

- Collier Street on 6 - 8 October at the church between 14.00 and 20.00 on weekdays, and 10.00 and 16.00 on Saturday.
- Yalding on 13 - 15 October at the church between 14.00 and 20.00 on weekdays and 10.00 and 16.00 on Saturday.
- Tonbridge on 20 - 22 October at the Angel Centre between 14.00 and 20.00 on weekdays and 1000 and 1600 on Saturday. Note the start time on Friday will be slightly later at 1500.

This will be followed by whole day community workshops in Yalding and Collier Street. The aim of these workshops will be to explain what property and community resilience are and to ask the communities to help identify the specific steps to make homes and communities more resilient to flooding. The dates for these workshops will be advertised soon.

#### Timescales

Currently, our indicative funding programme shows construction between 2019 and 2022.

#### Time Activity

July 2016 Environment Agency submit Stage 1 of the business case to Defra

July 2016 Start Outline Business Case (Stage 2)

October 2016 Poster exhibitions

November 2016 Community resilience workshops in Yalding and Collier Street

October 2017 Present the Outline Business Case to the project board to decide next steps

November 2017 Approval to spend money on and start Full Business Case (Stage 3)

March 2018 Submit Full Business Case to Defra to obtain approval to spend money on the scheme

November 2018 Start detailed design process

2020 - 2022 Construction

- viii. Item 15: Letter from SDC Licensing Partnership: Public Notice that SDC intends to pass a resolution to adopt Section 76 of the Public Health Act 1925. This will enable SDC power to extend the provisions of the Town Police Clauses Act 1847 onto designated private property, namely railway station land. The powers will extend those of the Licensing Team for compliance and enforcement purposes on such private land.
- ix. Item 16: KALC – details of their Annual Finance Conference on Tuesday 18th October from 9.00am at Teynham Village Hall, near Sittingbourne. Cost £60 + VAT per delegate.
- x. Item 17: Email from Laura Morris, PCSO, asking for details about fireworks events in the parish.
- xi. Item 18: Copy email from Gwen Grayland to Nicky Biddall, KCC PROW: "I have just seen the notice of intention to make an order to temporarily close footpath SR437 in the Parish of Leigh to which I object. This footpath is my daily route to work from Leigh to Tonbridge and I am extremely worried about where the alternative route is going to be and what type of surface this will be?" Clerk to contact Nicky Biddall for an update.

## **75. Finance:**

- i. To approve final costs relating to the Leigh Does Lunch event

The Clerk reported that the final payment to Kendra Felisky is due of £316. That makes the total cost of the event to the Parish Council £1,156.10. The public events budget was £913.79.

Therefore there is a shortfall in budget of £242.31. The Clerk reported that a donation of £400 was received from Shayler's Funfair. Members approved the expenditure.

- ii. To approve cost of two replacement batteries for defibrillators in Leigh  
The Clerk reported that two new batteries were ordered and have been fitted. Cost £437.50 + VAT. When fitting the batteries, the Clerk realised that new electrodes were required, two adult and one child for each defibrillator. This costs £289 + VAT. These have been ordered. Members approved the expenditure. The batteries last four years, and the electrodes last two years.
- iii. To consider request for grant towards the publication of the Village Directory  
Cllr Johnston proposed that a grant of £300 be made to Leigh PCC. This was seconded by Cllr Provan and all were in favour.
- iv. To approve cost of clear up after your dog stencil and spray chalk  
The Clerk reported that the stencil has arrived, it cost about £31, invoice yet to be received. Spray chalk required too. Members approved.
- v. To approve grant to Superstars and the Leigh Flower Show to pay for a children's entertainer  
Cllr Smith proposed that a grant of £250 be made to 7th Leigh Scouts for the entertainer for the Superstars and the Leigh Horticultural Society Flower Show. This was seconded by Cllr Kaye. At vote there was one objection and seven votes in favour. It was agreed that, next year, consideration should be given to a grant to Superstars and the Horticultural Society instead of paying for an entertainer.
- vi. The Clerk reported that the VAT repayment has been made by HMRC of £2,210.63.
- vii. To approve payment of cheques  
Cllr Marchant proposed that the list of cheques be approved. This was seconded by Cllr Croft and all were in favour.

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

- i. The Clerk reported that the date of the next bulk refuse freighter service is 19<sup>th</sup> November.
- ii. Cllr Marchant reported that the ticket machine at Leigh Station does not operate properly. Clerk to contact Southern Railways.
- iii. Cllr Marchant reported that the water leak on the corner by the school has now been repaired.
- iv. Cllr Croft reported that he met the Kent Men of the Trees representatives and gave them a tour of the village.
- v. Cllr Stratton-Brown gave his apologies in advance for the October Parish Council meeting.

The meeting closed at 9.40 pm.

Signed .....

Date .....

**LEIGH PARISH COUNCIL  
LIST OF CHEQUES  
5<sup>th</sup> September 2016**

<b>Date</b>	<b>Cheque</b>	<b>Payee</b>	<b>Detail of payment</b>	<b>Amount Inc. VAT</b>	<b>VAT</b>
16.08.16	1723	Clerk	Salary - August	£685.86	
16.08.16	1724	HM Revenue & Customs	PAYE	£254.90	
16.08.16	1725	Kent County Council	Pension contribution	£273.69	
05.09.16	1726	Clerk	Salary - September	£685.86	
05.09.16	1727	HM Revenue & Customs	PAYE	£254.90	
05.09.16	1728	Kent County Council	Pension contribution	£273.69	
05.09.16	1729	Clerk	Mileage, petty cash & working from home	£208.66	
05.09.16	1730	Premiere Digital	Annual meeting publicity boards	£60.00	£10.00
05.09.16	1731	SDC	Bulk refuse freighter	£90.60	£15.10
05.09.16	1732	Play Place Innov8 CIC	Play event	£462.21	
05.09.16	1733	RWE Rural Services Ltd	Tree work to oak by Gowers	£120.00	£20.00
05.09.16	1734	Commercial Services Trading	First half maintenance charge The Green	£482.93	£80.49
05.09.16	1735	Kendra Felisky	Final Leigh Does Lunch costs	£316.00	
05.09.16	1736	Imperative Training Ltd	Two new defibrillator batteries	£525.00	£87.50
05.09.16	1737	Carpetright plc	New flooring for No.1 APD (gross cost VAT element to be advised)	£290.87	
05.09.16	1738	Leigh PCC	Grant towards village directory	£300.00	
05.09.16	1739	Imperative Training Ltd	New electrodes for defibrillators	£347.88	£57.98
05.09.16	1740	7th Leigh Scouts	Grant	£250.00	
05.09.16	1741	Mr P. Croft	Gardening work	£345.00	
05.09.16	1742	Mr R. Croft	Gardening work	£140.00	
<b>Total</b>				<b><u>£6,368.05</u></b>	<b><u>£271.07</u></b>