

## LEIGH PARISH COUNCIL

### MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL HALL, HIGH STREET, LEIGH ON MONDAY 3<sup>RD</sup> APRIL 2017 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 R. Lake, Cllr G. Marchant, Cllr L. Provan and Cllr S. Smith

**APOLOGIES:** County Cllr Pearman

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

#### Open Session

##### Report by District Cllr Peter Lake

District Cllr Lake reported that Bellway Homes have submitted an outline planning application to build 300 houses in Edenbridge, and D.Cllr Lake spoke to a couple of the company's directors at a meeting in Edenbridge, advising them that the traffic is not being managed adequately at the site in Old Powder Mills, Leigh. Bruce Williams has advised that vehicles travelling to and from the development site are damaging his driveway. Bellway Homes must repair this damage and stop vehicles accessing the site outside the approved hours. D.Cllr Lake is currently waiting for Nicola Clinch, Enforcement Officer at SDC, to respond to the latest concerns. D.Cllr Lake said that he has still had no response from the Planning Officer regarding the application for the sale of vehicles at Manor Buildings, Power Mill Lane, Leigh. This application was submitted in June 2016 and a decision has not as yet been made. The Planning Officer has advised that the matter is with the legal department at SDC. D.Cllr Lake said that SDC did not raise its council tax this year, as the council has invested its money and is managing to be self-sufficient.

#### Closed Session

- 182. Apologies for absence** were received from County Cllr Pearman.
- 183. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**  
Cllr Britain declared a DPI in item 190(ii) as he is the owner of the adjoining property.
- 184. The minutes of the Leigh Parish Council Meeting held on 6<sup>th</sup> March 2017** were approved and duly signed. Proposed by Cllr Croft, seconded by Cllr Kaye and all were in favour.
- 185. Planning**
- i. To consider applications received
    - i. SE/17/00476/LDCPR: Land Adjoining Manderville, Egg Pie Lane, Weald TN11 8PE - conversion of a barn to a dwelling. Members had no comment to make on this application.
    - ii. SE/17/00700/PAE: 9 Garden Cottages, Leigh TN11 8QB - prior notification of a single storey rear extension which extends 4.645m beyond the rear wall of the original dwelling house with a maximum height of 3.995m and eaves height of 2.615m. Members had no comment to make on this application.
    - iii. SE/17/00701/PAE: 14 Garden Cottages, Leigh TN11 8QB - prior notification of a single storey rear extension which extends 4.645m beyond the rear wall of the original dwelling house with a maximum height of 3.995m and eaves height of 2.615m. Members had no comment to make on this application.
    - iv. SE/17/00696/HOUSE: 24 Old Orchard, Charcott TN11 8LN - erection of a first floor extension with internal alterations. Members supported this application.
    - v. SE/16/03985/HOUSE: Fairlawn, Hollow Trees Drive, Leigh TN11 8QA - erection of a single storey rear extension and a two storey side extension, demolition of conservatory, alterations to fenestrations and internal alterations. Members had concern about a tree at this property.

The application says that there are no trees that are within falling distance of the proposed development, but members have been advised that there is one tree. Clerk to ask planning officer to check this point and, if SDC has no objection regarding this point, the Parish Council will support the application.

ii. To hear update regarding vehicle movements to and from the Old Powder Mills development

See Open Session above.

iii. To report SDC planning application decisions

- SE/16/03866/HOUSE: Kennards, Hildenborough Road, Leigh - the erection of a two storey rear and side extension and the erection of a first floor side extension. Various alterations to the fenestration, associated landscaping and new stairs to the front entrance. Application approved.
- SE/17/00022/HOUSE: North Stables, Wickhurst Farm, Coppings Road - erection of a single storey Orangery extension. Application approved.
- SE/17/0166/HOUSE: Fairview, Burton Avenue, Leigh – side extension. Application refused. Email received from the Planning Officer, Neil Armour: “Leigh Parish Council support this application but I will be recommending refusal. I have spoken to Councillor Lake who has agreed to support my recommendation to refuse the application on the grounds of inappropriate development within Green Belt and the gross extensions being above the limit for development in the Green Belt. The reasons for my decision are cited below: The property has been considerably extended in the past. I have ascertained that the bungalow was constructed in 1956 (SW/5/56/197). Any subsequent development to the original floor space of Fairview as of 1956 are to be considered extensions (including the front and rear dormer roof conversion (SW/5/69/112). I have calculated the original property to have a floor space of 81.6 square meters which means 50% would be 40.8 square meters. From measuring the plans provided the total existing proposed extensions would add 122.18 square meters bringing the property to a total floor space of 203.78 square meters which is outside the 50% floor space allowance. Consequently the proposal does not accord with the floorspace requirement of Policy GB1 and it is considered that the proposed extensions would be inappropriate development in the Green Belt as it results in disproportionate additions over the size of the original dwelling, in non-compliance with the NPPF. As such the proposal is therefore not in accordance with the development plan and therefore I cannot recommend approval. Under delegated powers and with the support of Development Control South Team Leader Aaron Hill I will move to refuse this application.”
- SE/17/00224/HOUSE: 2 Moorden Farm Cottages, Station Hill, Chiddingstone Causeway - demolition of conservatory and erection of a single storey rear extension. Application approved.

(District Cllr Lake left the meeting at 8.50pm)

### 186. The Green:

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

Cllr Stratton-Brown reported that he met with the Project Manager, Derek Furneaux and Ian Bishop on The Green. The Project Manager is pleased with how the project has progressed. The Green should be available for use in early May, and the sand grooves will be done in a few weeks.

ii. To consider Leigh Horticultural Society's request to hold their summer show on The Green on Saturday 2<sup>nd</sup> September with the Leigh Superstars event

Members approved this request.

iii. To consider Shayler's Fun Fair's request to use The Green from 9<sup>th</sup> to 11<sup>th</sup> June 2018

Members agreed that they are not in a position to decide whether this is possible, and suggested that Mr Shayler contact the Parish Council at the end of 2017 as it is as yet unknown whether it will be possible to allow large vehicles to access The Green.

iv. The Clerk reported that the school has emailed to confirm that the School Fete will be held on The Green on Sunday 7<sup>th</sup> May, which has been agreed this with the Cricket Club. Members agreed and said that they thought that the orange fencing should be removed by then.

## 187. Charcott:

- i. To discuss recent works to Charcott Green and to consider whether further works required  
Members discussed whether posts should be erected to stop vehicles being driven further onto the green. Cllr Marchant to provide a quote for this work. Cllr Lake reported that the new dog bin has been erected and has been well received by residents.
- ii. To consider maintenance of the newly adopted heritage phone box  
The Clerk reported that it was agreed to purchase a kit at the last Parish Council meeting, including paint and all the materials required to refurbish the box. A note was put in the parish magazine asking for volunteers to help maintain the box but, as yet, no one has come forward. Cllr Lake said that he will co-ordinate the maintenance together with other Charcott residents.
- iii. To consider the purchase of a defibrillator to be placed in the adopted phone box  
The Clerk reported that a defibrillator package would cost £1,366.25 + VAT. Cllr Smith proposed that the Parish Council purchase a new defibrillator. This was seconded by Cllr Marchant and all were in favour. Clerk to also purchase a Defibrillator sign for the phone box.
- iv. To consider the purchase of a bus shelter to be positioned on Camp Hill  
The Clerk reported that she has obtained a quote for a timber bus shelter, size 2.48m x 0.73m. A softwood shelter would cost £3,980 + VAT and a hardwood shelter would cost £5,560 + VAT. Both subject to a £100 delivery cost. The KCC grant for 2016/17 has been allocated and the Clerk said that she can make an application for grant if the scheme is run again in 2017/18. This may provide half the funding required for purchase, not erection. Members agreed that this is too costly without the KCC grant and agreed not to pursue at the current time. Members were also concerned about the lack of space for a bus shelter. Cllr Lake undertook to consider whether the bus stop could be moved to a better position.

## 188. Highways & Environment

- i. To discuss parking issues and requests for double yellow lines in Leigh  
The Clerk reported that an application form has been received from KCC. Discussions need to be held with the Agreements Engineer and Traffic Engineer at KCC, and then a consultation carried out with the following stakeholders before the application is made: Kent Police, Kent Fire & Rescue, Ambulance Service, Road Haulage Association, Freight Transport Authority, County Councillor, District Council, Local Bus Operators and Affected Dwellings. Cost is likely to be between £3,500 and £3,850 plus the cost of the work itself. Clerk to meet the Agreements Engineer and the Traffic Engineer at KCC to start discussions. Members agreed that if all three locations (opposite the hairdressers in the High Street, on the bend outside Southdown House and at the end of Powder Mill Lane) could be considered under one consultation fee, then it should be considered further.
- ii. To discuss works to trees including possible cabling work to the Veteran Oak  
The Clerk reported that Cllr Stratton-Brown met Bob Noakes from OTS Kent (Original Tree Surgeons) at the veteran oak tree on The Green. Bob will get a full recommendation to the Parish Council in time for the Parish Council meeting on the 8<sup>th</sup> May but, in the meantime, stated that he would recommend that the crack in the tree will be closely monitored to see if it is widening, and the current cabling is not adequate as one strand is not taking any slack. He would recommend certainly replacing that strand. New cabling is non-invasive and is wrapped around the tree rather than holes drilled into the tree, and can be tightened by a ratchet when necessary. He would recommend an annual cable check, which he is happy to undertake.
- iii. To discuss costs relating to resident's request to remove laurel bush from the Old Burial Ground  
The Clerk reported that the resident has received a quote of £350 to reduce the plant. He said that he is happy to contribute towards it, however his preference still remains to remove it. He says that the plant grows at an enormous rate and they will be in the same position again this time next year, he feels that removal is a far better and financially beneficial decision. He would replace it with a 6' high fence that will block the view into the burial ground. Members agreed that she should seek approval to reduce the shrub by half from SDC as the site is in the Conservation Area. Cllr Croft undertook to provide a price for this work. Resident to be asked to contribute towards the work.

iv. To discuss works to trees

The Clerk reported that an email has been received from Angie Hollands regarding some works being carried out by the neighbour to the APD on the hedge/trees on boundary line. Members had no objection to these works as the owners did apply for permission under reference SE/13/00987/WTCA to which SDC had no objection to the works.

v. To hear report of the Bulk Refuse Freighter service on 25<sup>th</sup> March

Members agreed that the service was well used by residents, and no complaints were received.

vi. Speed Checks

The Clerk reported that PCSO Laura Morris has carried out some speed checks as follows:  
Results for Monday 27<sup>th</sup> March 2017, from 15:15 to 16:00 hrs at Ensfield Road into Lower Green Road. 60mph into a 30mph

Total Cars Checked - 94

30mph and under - 71

31 to 35 mph - 15

36-40 mph - 7

41-45 mph - 1

Laura said that she noticed that cars coming through the tunnel sound like they are going a lot quicker than the speed gun measures, which was interesting. The cars that were travelling at 36mph and over will be getting letters from the Police, a total of 8. Laura said that she will try and do these as often as she can, time permitting. Members thanked Laura for carrying out this test.

**189. To hear update regarding the Rural Swathe and Visibility Cutting Contract 2017**

The Clerk reported that she has queried the Sevenoaks Weald rural swathe map with KCC and until this is confirmed the contractor is not able to provide an estimate to Sevenoaks Weald Parish Council. The Clerk reported that the cost for 2017 will be the same as previous years £9.50 per km for rural swathe = £2,340 + VAT per cut for the four parishes. Last year, income from KCC was £3,555.31. The Clerk is going to send a new contract to the contractor to sign. Members proposed that three full cuts be done, with the first cut carried out in mid to late May.

**190. Rights of Way**

i. To hear ROW committee report

Cllr Kaye reported that he is still waiting for the online training information for Countryside Access Wardens.

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

Cllr Stratton-Brown and Cllr Britain to meet and discuss this further.

**191. Affordable Housing**

To hear report of the Leigh Housing Needs Survey and consider next steps

The Clerk reported that the final Housing Needs Survey report has been received from ACRK. The summary is as follows.

Section 1

\* Response rate – 28%

\* 83% respondents were owner occupiers

\* 66% respondents lived in village for over 10 years

\* When asked if respondents would support a small development of affordable housing for local people in Leigh 73% who answered the question said they would (69% of all respondents)

Section 2 – Housing Need

\* Total need for affordable housing = 19 households consisting of 7 single people, 5 couples and 7 families

\* 18 households currently live in Leigh parish and 1 lives outside but wants to return

\* Need for 15 rented properties identified – 1, 2 and 3 beds

\* Need for 4 shared ownership properties identified – 1 and 2 beds

Cllr Johnston proposed that the Parish Council resolve to make this report public and put on the Parish Council's website, this was seconded by Cllr Smith and all were in favour. Members agreed to a Call for Sites, and also to meet to consider potential sites:

## **192. Aviation:**

- i. To hear report of the High Weald Councils Aviation Action Group  
Cllr Stratton-Brown reported that the last HWCAAG meeting was held on Tuesday 28<sup>th</sup> March. The next Noise Management Board meeting is on Wednesday 12<sup>th</sup> April. The group has been told that the chances of succeeding with the implementation of fair & equitable dispersal in the next five years is unlikely as GAL's capacity of 55 air traffic movements an hour would be impacted. It may be possible in quieter times but certainly not during the busy summer months. The DfT Night Flight consultation was responded to and the group and the Parish Council will be submitting responses to the Airspace Consultation in due course.
- ii. The Clerk reported that on Tuesday 25<sup>th</sup> April, AEF will be holding a seminar to discuss the current Government consultations on airspace change policy and on Heathrow expansion ahead of May's closing deadline. This free event will take place at SCI, 14/15 Belgravia Square, London, SW1X 8PS. The seminar sessions will explore key themes including the Government's proposals for assessing noise, the creation of an independent commission on aircraft noise, approaches to dispersing or concentrating noise, and compensation. Cllr Stratton-Brown and Cllr Smith said that they would try attend this event.

## **193. Leigh Village Halls report**

None.

## **194. Aged Persons Dwellings**

The Clerk reminded Cllr Stratton-Brown and Cllr Marchant to look at the path at No.2 The Bungalows.

## **195. 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: National Plant Monitoring Scheme which is helping the understanding of what is happening to different habitats across the UK and is set to run for a number of years. The Scheme has been running for two survey seasons and over 900 volunteers have signed up and been out surveying. Volunteers are supported by materials which are sent to them, online resources and free training courses. See [www.npms.org.uk](http://www.npms.org.uk) or email [support@npms.org.uk](mailto:support@npms.org.uk) or phone 01722 342743.
- ii. Item 4: KALC – details of:
  - Councillors Conference, Saturday 8th July at Downswood Community Centre.
  - Clerks Conference, Wednesday 7th June at the Chiesman Pavilion, Canterbury.Cost £60 + VAT per member delegate.
- iii. Item 5: SDC News Releases: (i) Community grant scheme offers local groups continued support: SDC will be supporting local charity and community groups by allocating £153,320 to help them continue their valuable work across the District. The grants will support organisations which provide services to Sevenoaks District residents, particularly those in greatest need. Funding totaling £54,780 will be made to 27 local groups who support volunteers, run community transport, help older people, people with mental health problems, families and provide support for sport and the arts across the District. Amongst the organisations that will benefit from the grants are West Kent Mind, Sevenoaks District Sports Council, West Kent Communities and Domestic Abuse Volunteer Support Services. A further £98,540 will be given to CAB North & West Kent, based in Sevenoaks and Swanley, and CAB Edenbridge and Westerham. (ii) Supporting Syrian refugees: SDC has agreed to resettle a Syrian refugee family in the District. The six bedroom home in Eynsford has been adapted for people with disabilities but the landlord, West Kent, were unable to find a suitable family despite the property being available since February 2016.
- iv. Item 6: Clive Pearman: Edenbridge Town Council will be discussing a proposal for the Harris Foundation Free School for the Edenbridge area. This project is not a Town Council project but will, if fellow Councillors support the proposal, be progressed by a project group working with the Harris Foundation and which embraces all interested parties.
- v. Item 7: KALC: the Department for Culture Media and Sport is promoting the Government's "The Better Broadband Subsidy Scheme". This relates to the Government's commitment to provide every home and business in the UK with access to a basic broadband service.

A subsidised broadband installation, worth up to £350, is now available if households or businesses cannot access an affordable broadband service with a speed of at least 2Mb per second. See <http://basicbroadbandchecker.culture.gov.uk>.

- vi. Item 9: Email from Lesley Jones at SDC regarding the Parish Council's request for a new litter bin: "I have inspected the site where litter bin is requested. Kiln Lane is a private road and where the footpath joins Well Close for a litter bin to be placed will cause an obstruction. Unfortunately I can not justify a litter bin being placed in this location." Angela Dodge also said that she looked at the site, and there was no justification as no litter in the area at the time.
- vii. Item 10: Kent Police: Old Orchard, Charcott, Leigh - between 12:00am on Sunday 1st January and 11:59pm on Tuesday 31st January, a residential property was broken into and graffiti drawn.
- viii. Item 11: Email from Liz Harby: "I am part of a core group who are applying to open a free school in your area in 2019. While we recognise that there are many good schools in the area, there is a known shortfall of places, both for primary and secondary aged children in the coming years. Our school will be an all-through school from Reception to Year 11. We have been holding a series of public events to share our vision and the final one is next Thursday 16th March at 8pm, at the Masonic Centre, St Johns Road, Tunbridge Wells."
- ix. Item 16: Email from David Evans: "We thought an update for the Parish Council meeting tomorrow would be useful.
  - 1. The survey is underway but the level of response is low as yet. The Parish Magazine is just out so this may generate more responses. No-one has entered support (or not) on the hard copy version in the village shop. All responses have been by email and no-one has said don't go ahead although one household has pointed out the many difficulties in getting it going but still seem to support the idea. In numbers: 23 adults from 13 households support; 11 people have indicated they would be prepared to help; and, 4 households have indicated a willingness to host visitors.
  - 2. Leigh School is very happy to make contact with the school in Lavergne and develop their own association. This is in progress."
- x. Item 18: SDC News Release: Sevenoaks District Council has purchased an office block in Sevenoaks as part of its continuing financial self-sufficiency plans. The Council completed on the purchase of the property at 26/28 Pembroke Road on 24 March 2017 for £4.455 million. Sevenoaks District Council will no longer receive any direct funding from government from this year. By purchasing the property, the Council will generate close to £280,000 a year in income to help support the funding of important local services. At the same time the purchase will protect local office space. The three-story self-contained modern offices is let to an existing tenant for a number of years."

**196. To hear update regarding resident's request for provision of a small skate and scooter trick area**  
To be considered at the next Parish Council meeting.

**197. To consider and update Risk Assessment**

It was agreed that Cllr Stratton-Brown, Cllr Lake, Cllr Britain, Cllr Provan and the Clerk will meet to discuss this in more detail on 26<sup>th</sup> April at 8pm at Bombers Cottage.

**198. Finance:**

- i. To approve payment of cheques  
Cllr Kaye proposed that the list of cheques be approved. This was seconded by Cllr Marchant and all were in favour.
- ii. To approve increase in Clerk's pension contribution rate by 1% from 1<sup>st</sup> April 2017  
Cllr Britain proposed that this be approved. This was seconded by Cllr Croft and all were in favour.

- iii. To approve membership renewal to Kent Association of Local Councils: £561.70 + VAT  
Cllr Lake proposed that this be approved. This was seconded by Cllr Croft and all were in favour.
- iv. To approve membership renewal for Action with Communities in Rural Kent: £50  
Cllr Provan proposed that this be approved. This was seconded by Cllr Smith and all were in favour.
- v. To approve membership renewal to CPRE: £36  
Cllr Provan proposed that this be approved. This was seconded by Cllr Smith and all were in favour.

**199. To agree details for the Annual Parish Meeting to be held on 24<sup>th</sup> April 2017**

The Clerk reported that the following has been arranged for the APM:

- Charles Lloyd: NMB & FED
- David Evans: potential twinning arrangement
- Discussion on Affordable Housing
- Leigh Ladies Choir
- Leigh Community Award
- PCSO Laura Morris

Written reports to be circulated by County Cllr Pearman and District Cllr Lake, plus finance report. Cllr Stratton-Brown to prepare a Chairman's report.

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

- i. Cllr Croft reported that there is a water leak at the bottom of the footpath on The Green. Clerk to chase.
- ii. Cllr Lake reported that The Greyhound public house in Charcott is under new ownership, which is a new venture for the owners. Members were delighted that the pub will be re-opened as this is an important parish asset.

The meeting closed at 10.00 pm.

Signed .....

Date .....

**LEIGH PARISH COUNCIL  
LIST OF CHEQUES  
April 2017**

| Date     | Cheque | Payee              | Detail of payment                         | Amount<br>Inc. VAT      | VAT                   |
|----------|--------|--------------------|---|-------------------------|-----------------------|
| 03.04.17 | 1800   | Clerk              | Salary                                    | £685.86                 |                       |
| 03.04.17 | 1801   | HMRC               | PAYE                                      | £254.90                 |                       |
| 03.04.17 | 1802   | Clerk              | Mileage, petty cash & work fm home allow  | £79.55                  |                       |
| 03.04.17 | 1803   | KCC                | Pension contribution                      | £273.69                 |                       |
| 03.04.17 | 1804   | SDC                | Dog bin emptying Jan-Mar 2017             | £455.16                 | £75.86                |
| 03.04.17 | 1805   | KALC               | Subscription renewal (last year: £663.70) | £674.04                 | £112.34               |
| 03.04.17 | 1806   | ACRK               | Subscription renewal (same as last year)  | £50.00                  |                       |
| 03.04.17 | 1807   | CPRE               | Subscription renewal (same as last year)  | £36.00                  |                       |
| 03.04.17 | 1808   | SDC                | Bulk Refuse Freighter 25.03.17            | £90.60                  | £15.10                |
| 03.04.17 | 1809   | Mr P. Croft        | Mowing                                    | £230.00                 |                       |
| 03.04.17 | 1810   | Leigh Village Hall | Hall Hire 2017                            | £140.00                 |                       |
|          |        |                    |   | <b><u>£2,969.80</u></b> | <b><u>£203.30</u></b> |