

LEIGH PARISH COUNCIL

MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL HALL, HIGH STREET, LEIGH ON MONDAY 2ND DECEMBER 2019 AT 8.00PM

PRESENT: Cllr J. Kaye (Chairman), Cllr P. Croft, Cllr R. Lake, Cllr S. Satterley, Cllr B. Skipper and Cllr S. Smith
APOLOGIES: Cllr R. Britain, Cllr G. Rogers and District Cllr Osborne-Jackson
ABSENT: Cllr G. Marchant
IN ATTENDANCE: Mrs L. Kleinschmidt (Clerk). County Cllr Lake and members of the public attended the meeting for the Open Session only.

Open Session

Questions from Members of the Public

1. A resident of Old Powder Mills attended the meeting in order to raise the issue of the retrospective planning applications submitted by Bellway. There is a large amount of surface water on the road that freezes when icy and has an impact on the sewage drainage. The open space area is boggy in winter and baked dry in the summer. The resident said that she would like to see the civil engineer's report of this area. Another resident said that there are social elements to this too. The lack of a public play area is causing social disharmony – children are playing on the road with balls and have damaged cars. The safety of the children is the prime concern. There is also a disability access issue to the play area. A third resident asked when Bellway will remove what is believed to be contaminated waste in the soil and the construction waste from the play area. County Cllr Lake said that he would discuss these issues with the directors of Bellway.
2. A resident from Old Powder Mills also asked about the lighting as detailed in the second retrospective application submitted by Bellway. The application said that the lights would be on from dusk to dawn. This is too long and not necessary. The lights are too bright and point up into residents' houses, rather than down to the pavement.

Cllr Skipper joined the meeting at 8.28pm. Cllr Kaye asked residents to put their concerns in writing to the Clerk, whereupon the Parish Council will consider its response to these two applications.

3. A resident of Greenview Avenue attended the meeting to advise that he is willing to answer any questions regarding his planning application at Chessenden.

Members of the public left the meeting at 8.35pm.

Report by County Cllr Lake

County Cllr Lake reported as follows:

- He will take Michael Payne, who is KCC's new Cabinet Member for Highways and Transportation, around the parish to look at issues on the roads in particular the speed of vehicles on the B2027. Geoff Bineham has approved three locations for a traffic count and speed check near Laundry Cottage. There has been a complaint about the lack of a footpath from Home Farm to the village, this is difficult as KCC has no money to install a new footpath and the land is not in KCC's ownership anyway.
- The work to replace the hedge at Well Close is booked in for December.
- Ash die-back cost KCC £66,000 last year and KCC predict that it will cost £16m to manage this problem going forward especially with diseased trees adjacent to the highway.
- He will attend the Gatwick Airport Noise Management Board meeting tomorrow and will report back. KCC has written to say that the emergency runway is dangerous and should not be used as a main runway.

County Cllr Lake left the meeting at 8.40pm.

Report by District Cllr Osborne-Jackson

In the absence of Cllr Osborne-Jackson, the Clerk read his report: "I have met with the working group for Leigh Cricket Club and I look forward to working with the group over the future. I met with a senior planning officer for a briefing on the Leigh flood barrier. I have asked WKHA to take action on a property in the ward which has white goods in the garden. I approached the CEO to ensure this action was taken.

"The residents have been given two weeks to remove the goods. Should this not happen I'm told by WKHA that action will be taken. I am keeping an eye on this situation. I hosted residents at SDC for a meeting with the Bellway customer services director. I am happy to host residents in January / February for a follow up meeting. I have been involved with planning cases and working on committees. May I take this opportunity to wish you a very merry Christmas and a happy new year."

Closed Session

119. Apologies for absence were received from Cllr Britain and Cllr Rogers and members accepted their reasons for absence. Apologies for absence were also received from District Cllr Osborne-Jackson. Cllr Marchant was absent.

120. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed
None.

121. The minutes of the Leigh Parish Council Meeting held on 4th November 2019 were approved and duly signed. Proposed by Cllr Croft, seconded by Cllr Smith, and all were in favour.

122. Planning

i. To consider applications received

- i. SE/19/03128/HOUSE: Chessenden, Greenview Avenue, Leigh TN11 8QT - erection of a two storey side extension, single storey rear extension with roof light, new front porch, installation of velux roof windows and replacement detached garage.
- ii. SE/19/03247/DETAIL: Old Powder Mills, Powder Mill Lane, Leigh TN11 9AN - details pursuant to condition 32 (woodland play elements, trails, paths and hard landscaping) subject to 14/00487/FUL.
- iii. SE/19/03185/DETAIL: Old Powder Mills, Powder Mill Lane, Leigh TN11 9AN - details pursuant to condition 9 (external lighting) subject to 14/00487/FUL.
- iv. SE/19/03191/LDCPR: South Cottage, Wickhurst Farm, Coppings Road, Leigh TN11 8PS - single storey rear extension.

In the absence of Cllr Marchant, members agreed to discuss these applications via email and agree comments for submission to SDC.

The Clerk reported that since the last Parish Council meeting, the Planning Committee considered the following applications:

- v. SE/19/03029/HOUSE: Aynho, Powder Mill Lane, Leigh TN11 9AP - demolish existing outbuilding and lean to porch, construct new single storey rear extension, construct new enclosed porch, insertion of roof lights and dormer windows in roof slope and associated works, construction of new tandem garage and alterations to fenestration. Members supported this application, subject to any concerns raised by neighbours regarding overlooking from the proposed new dormer windows.
 - vi. SE/19/03088/CONVAR: Sevenoaks Boxing Club, Unit 19, Gaza Trading Estate, Scabharbour Road, Hildenborough TN11 8PL - variation of condition 6 of SE/11/02722/CONVAR (use of building for boxing and boxing related exercise) with amendment to training small group fitness classes and individual / group personal training within a functional fitness training facility. Members had no objection to this application, providing SDC believe that there is adequate noise restriction on the site, with all activities being held indoors and providing that SDC has assessed the safety for all road users due to cars being parked on the road at night in this unlit location. There have been complaints made in the past about noise from the site at night and people parking on the road, and it is important that local residents are not impacted due to this proposed change of condition.
- ii. **To report SDC planning application decisions**
SE/19/01076/FUL and SE/19/01077/LBCALT: Hall Place, Penshurst Road, Leigh - re-building of existing boat house following roof collapse. Application approved.
 - iii. **To consider a policy for Parish Council pre-planning advice**
Members approved and adopted the policy, which states:

Leigh Parish Council does not give Pre-Planning Advice to residents for the following reasons:

- i. Pre-Determination. Members must have an open mind when considering a planning application that has been sent to the Parish Council for comments as part of the planning process so that all the relevant considerations presented at the meeting when the application is discussed can be taken into account.
- ii. The Parish Council is a consultee in the planning process and applicants are advised to seek Pre-Planning Advice from Sevenoaks District Council which is the planning authority.
- iii. The SDC Planning Officers are trained in current planning law and the Parish Council officers and members may not be able to give the same up-to-date advice on the intricacies of planning legislation.
- iv. To hear update regarding the SDC Draft Local Plan
The Clerk reported that James Gleave, SDC's Strategic Planning Manager, has written to the Planning Inspector regarding the concerns she raised regarding SDC's approach to meeting the duty to co-operate with neighbouring authorities. SDC is currently preparing a pack of information, which includes minutes from the discussions held with neighbouring authorities. SDC is also discussing the Planning Inspector's conclusions with other parties involved in the examination process and will provide further commentary as this emerges. SDC is keen to resolve these matters as quickly as possible so that the Local Plan can be progressed. SDC is of the view that the requirements of the duty have been met, and it has adopted a constructive approach to engagement and no evidence has been presented to indicate that unmet need could be accommodated in adjoining local authority areas. SDC feel that withdrawing the plan from examination at this stage fails all stakeholders in the process and does not represent a positive or pragmatic approach to plan making.
- v. Planning Training event
The Clerk reported that a second planning training event has been arranged for Wednesday 15th January from 4.30-6pm in SDC's offices. Cllr Smith, Cllr Skipper, Cllr Marchant, Cllr Satterley, Cllr Lake have been booked onto the event, plus the Clerk.
- vi. Cllr Satterley reported that he has been approached by a resident who has asked for advice regarding her property and advised that he has raised the issue with the housing officers at SDC.

123. The Green:

- i. To discuss request for ashes to be scattered on The Green
The Clerk reported that a request has been made to scatter ashes on The Green. Members discussed this in some detail but decided that this would not be appropriate on this public space. Proposed by Cllr Smith, seconded by Cllr Satterley and all were in favour.
- ii. To hear report of annual tree inspection and approve schedule of remedial works
The Clerk reported that a survey of all the trees on Parish Council land was carried out on 12th November by The Original Tree Surgeons Ltd. Their report has been received and the following work is recommended:
The Green
 - i. T1 Veteran Oak Tree – tighten the bracing, measure the gap and compare to last year's measurements: £80.00
 - ii. T3 Oak Tree – remove deadwood: £60.00
 - iii. T7 Oak Tree – remove dead limb: £15.00
 - iv. T11 Oak Tree – remove all deadwood: £40.00
 - v. T13 Beech Tree – remove single dead limb: £10.00
 - vi. T25 Beech Tree – formative prune, remove the epicormics: £12.00
 - vii. T32 Oak Tree – remove hanging branch: £10.00The Old Burial Ground
 - viii. G1 Group of Lime suckers – coppice remaining maturing suckers and allow to regrow: £200.00

All prices are subject to VAT. Members approved all work, Clerk to apply to SDC for permission for works. Proposed by Cllr Skipper, seconded by Cllr Smith and all were in favour.

- iii. To discuss the condition of the War Memorial
The Clerk reported that the Leigh in Bloom team have said that they've made the small bed around the War Memorial and planted red pansies and daffodil bulbs. They reported that it is difficult to read the inscriptions on the War Memorial. The Clerk reported that there are grants available for refurbishment of War Memorials through the War Memorials Trust, which gives grants of up to between 50% and 75% of eligible costs, depending on the particular scheme. Members agreed to have a look at the War Memorial and item to be discussed in January.
- iv. The Clerk reported that a resident called to say that his skip will be removed from The Green on Thursday. He and Cllr Croft removed the large stump that had fallen outside Elizabeth Cottage and put it in the skip. He asked for permission to mix cement on a board on the triangle of grass outside his house, which is classified as village green. Members agreed.

124. Charcott:

- i. To discuss quote for the replacement of oak posts around Charcott Green
The Clerk reported that a quote has been received from Boxtree Designs Ltd for the following:
To supply and install approximately ten 150mm x 150mm with 4 way weather pressure treated posts 1m above ground, concreted 600mm into ground. To remove spoil. Price £1,550. No VAT. Members approved the cost, and said that there must be enough posts set 3m apart. Clerk to discuss with Cllr Marchant. Cllr Lake undertook to measure the area and calculate the number of posts required.
- ii. To discuss quote for the laying of grasscrete around Charcott Green
The Clerk reported that a quote has been received from R. Marchants & Sons Ltd for the following:
 - To excavate existing kerb line for length of 17.5m and for a width of 600mm behind the existing kerbs to a depth of 300mm. Cart all arising to waste disposal site.
 - Provide new 200mm concrete bed and re-lay existing kerbs to new line and level.
 - Supply and lay 150mm hardcore bed at rear of kerbs, well rolled and consolidated and blinded with 50mm of sharp sand.
 - Supply and lay 100mm deep concrete grass grid units, filled with soil and seeded.
 Price: £4,625 + VAT.

Cllr Croft proposed that both quotes be accepted, this was seconded by Cllr Smith and all were in favour.

125. Powder Mills

- i. To hear report of meeting held of residents and Bellway at SDC offices on 11th November
Cllr Skipper reported that District Cllr Osborne-Jackson called at meeting with Bellway at SDC offices on Monday 11th November and notes of the meeting have been circulated. Cllr Skipper reported that he has received a complaint regarding anti-social behaviour which will be dealt with by the PCSO.

126. Highways & Environment

- i. To discuss the Leigh Expansion and Hildenborough Embankment Project
The Clerk reported that an email has been received from the Chairman of Yalding Parish Council, who is also the Chairman of the KALC Maidstone Area Committee, a member of the Executive Committee of KALC and the Medway Flood Partnership. "Since 2002, I and some of my colleagues have been working closely with the Environment Agency (EA) to understand the flooding issues of the Middle Medway Catchment and I have visited HR Wallingford's laboratories to see and understand how the modelling of different scenarios of flooding is undertaken. I understand that the Leigh Flood Storage Area (FSA) embankments are purposefully made of clay which holds water and allows little seepage. Therefore the FSA will not affect the local ground water and water table. I also understand your Council's concern over current surface water flooding and the ability of local drains to cope with surface water. Storing more water in the FSA will not affect local surface water conditions and I am advised that Kathy Aucott (EA) has contacted Max Tant (KCC) to raise your concern and she has asked if KCC/Highways can do anything to help ease the problem at the railway bridge. Kathy is chasing a response. In terms of the involvement of the Medway Flood Partnership (MFP) with the scheme, KCC and TMBC are partners in the scheme and so are closely involved.

“The EA also provided updates on the progress of the scheme at the MFP meetings and the Partnership has assisted by providing points of contact for the Medway Flood Relief Act consultation. No flood defence scheme can be imposed to protect communities at the detriment to others. I can only reassure you that I have every faith in the EA to deliver the proposed increase in the capacity at the Leigh Flood Storage Area (FSA) without any negative impact on your residents, except perhaps during the works. There are various stages that the scheme needs to go through, including planning, when questions will be asked by those with the right qualifications who will check that all aspects of the scheme have been looked at. I hope this will give you some comfort in that the FSA scheme is under scrutiny by others than just the EA and your Council will have the opportunity to voice your concerns at various steps along the way.” Clerk to contact SDC to see if anyone is looking into this matter. Members agreed to invite Environmental Officers to attend the Annual Parish Meeting.

- ii. To discuss the hedge at Well Close
The Clerk reported that KCC Highways has agreed to proceed with a Thuja hedge. The timescale for the works is as follows: The existing hedge will be removed on 18th and 19th December. The new plants will be delivered and planted on Friday 20th December. Residents are asked not to park alongside the hedge during the works. The immediate neighbour and the next neighbour along have been notified. KCC will be doing a letter drop to all residents.
- iii. To discuss the proposal to erect a new bus shelter on Camp Hill
Members asked the Clerk to write to The Redleaf Trust to seek permission for land for a bus shelter to be erected on Camp Hill.
- iv. To discuss Leigh in Bloom
The Clerk reported that the Leigh in Bloom team have decided to enter Leigh into Parish in Bloom in 2020 and then enter into Small Village in Bloom in 2021. The judging will take place between the end of June and mid-July.
- v. To discuss the small cluster of self-seeded trees near Jessica’s Hall
The Clerk reported that the Leigh in Bloom team have asked that the area by Jessica’s Hall be tidied up and a Buddleia planted. Members approved.
- vi. To discuss the untidy area at the end of The Forstall
The Clerk reported that the Leigh in Bloom team have asked about tidying the area under the large oak tree at the end of The Forstall. This does not belong to the Parish Council. Members approved.
- vii. Slowing of traffic on Station Hill, Moorden
The Clerk reported that residents have asked for a SLOW to be painted in the road near Moorden Oast in order to slow traffic before the bend. Members approved and Clerk to request a SLOW to be painted on the road in both directions.

127. Rights of Way

Cllr Kaye reported that Kent PROW have cut back the paths on their list.

128. To discuss the refurbishment of the Leigh Cricket Pavilion

Cllr Satterley reported that a good meeting was held recently with the Cricket Club and the matter is progressing. It is hoped to seek feedback on the project from the public in the spring time.

129. Affordable Housing:

To discuss the feedback from the public consultation event held on Wednesday 27th November

The Clerk reported that there was an excellent turn out at the public consultation event – approximately 100 people. Feedback forms have so far been received from 5 people. Members agreed to arrange a meeting with SDC planning policy and housing officers and ERHA to discuss the site and how to proceed.

130. Aviation

None.

131. Aged Persons Dwellings

- i. To hear update regarding the new tenancy of No.1 The Bungalows

The Clerk reported that three members met last Monday evening to consider the applications received and to rank each application against the necessary criteria. An offer was made to Mrs Eileen Turrell as she had the lowest score. The tenancy will commence on 18th December. Members approved.

ii. To hear report of the EPC inspection

The Clerk reported that an EPC has been carried out and the property has scored a current Energy Efficiency Rating of 57 (D) and a potential Energy Efficiency Rating of 84 (C). The actions that the Parish Council can take to meet this potential rating are (i) to increase loft insulation, (ii) to install cavity wall insulation and (iii) to install floor insulation by means of a suspended floor.

iii. To discuss No.2 The Bungalows

The Clerk reported that she has written to the tenant's daughter to say that the Parish Council has accepted the tenant's letter as approval to deal with her for all matters relating to the tenancy, but to confirm the requirement for a standing order to be set up for all future payments. A response has not yet been received.

132. To discuss possible parish events to commemorate the 75th Anniversary of VE Day 8th May 2020

Cllr Skipper reported that he has written to all the village groups and societies and it is hoped that a joint event can be arranged.

133. To adopt the 2020 KALC Community Awards Scheme

Members adopted the KALC Community Awards Scheme for 2020 and nominations to be discussed at the next meeting.

134. 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: Kent Police Rural Task Force report, 4th November. Copied to all members.
- ii. Item 3: SDC re: Community Grant Scheme, which exists to help voluntary organisations which provide services, activities or projects that benefit Sevenoaks District residents, focusing on those in greatest need. In particular, we wish to support services, activities or projects that are delivered with the help of volunteers and that support Sevenoaks District Community Plan priorities set out below. What are the scheme's priorities?

Volunteering: Promote, encourage or support volunteers and volunteering as part of a project, service or activity.

Social Inclusion: Improve opportunities for vulnerable or elderly people; Encourage community participation of excluded or vulnerable groups; improve the wellbeing of local residents.

Community Safety: Reduce crime or anti-social behaviour.

Information, Advice, Advocacy and Counselling: Provide information, advice, advocacy or counselling to residents when they are in particular need.

Young People: Projects, services and activities that encourage participation in local communities or provide positive activities or opportunities for young people.

Arts and Sports: Funding for the Sevenoaks District Arts and Sports Councils to support arts and sports projects that contribute to the overall wellbeing of residents and encourage the inclusion of groups with particular needs.

Community Grants Scheme 2020/21 Who can apply?

You can apply if you deliver services to Sevenoaks District residents in two or more parishes and are one of the following: "Not for profit" registered charity; youth organisation; voluntary organisation; Community Interest Company. If your organisation works with children, young people or vulnerable adults, you should have a Safeguarding Policy and staff and volunteers must have enhanced level Disclosure and Barring Service checks and appropriate training.

How much and what can I apply for? The minimum you can apply for is £100. The most that may be awarded for any one application is £5,000. The grant can be spent on project costs such as support for volunteers, equipment or premises hire. In addition, you can apply for core running costs that are commensurate with the project, service or activity applied for.

- iii. Item 4: Email from David Lowe of The Environment Agency, attaching the comparison map of current FSA with future FSA, TMBC's letter of support, and the Leigh FSA map. Also confirmation that they will attend the Annual Parish Meeting and give members a tour of the barrier.
- iv. Item 11: Email from resident regarding the proposed new hedge at Garden Cottages.
- v. Item 12: Response from the developer: "Thank you for your email. Most work has indeed been finished as of last week. We have had extensive fencing carried out on site since our last correspondence and would ask that you confirm with the person concerned that the hedging is still necessary. We would be happy to plant a hedge. If it is still required, however, it is worth pointing out that the hedging would not be at a height initially that would make an instant difference. If we were to plant a hedge then it would be one that in time will grow to form cover. The other thing to consider is that no 22 Garden Cottages is under offer and if we were to plant a hedge and the new owners decided that they didn't want one there, they are perfectly within their rights to remove it and we would not have any jurisdiction over this. I look forward to hearing your comments in due course." Members asked the Clerk to pursue.

135. Finance:

- i. To discuss 2019/20 Accounts and 2020/21 Budget and Precept Requirements
The Clerk reported that the Finance Committee met last Monday evening and considered the year to date accounts for 2019/20 and the draft budget for 2020/21. The tax base figure has not yet been received from SDC, so the budget and precept will be set at the January Parish Council meeting.
- ii. To approval subscription renewal to Parish Online: £35 + VAT
Cllr Smith proposed that this subscription renewal be approved. This was seconded by Cllr Skipper and all were in favour.
- iii. To approve list of payments
Cllr Skipper proposed that the list of payments be approved. This was seconded by Cllr Satterley and all were in favour. Cllr Kaye and Cllr Britain undertook to authorise the online payments.

136. Items for reporting or inclusion in future agenda

None.

The meeting closed at 10.15pm.

Signed

Date

**LEIGH PARISH COUNCIL
LIST OF PAYMENTS
December 2019**

Date	Payment Number	Payee	Detail of payment	Amount Inc. VAT	VAT
11.11.19	190	Southpoint Electrical	New oven for APD1	£494.99	£82.49
28.11.19	191	Holloway Inspections	EPC for APD1	£75.00	
28.11.19	192	Nathan Burr	Carpet fitting for APD1	£700.00	
02.12.19	193	Clerk	Salary - November	£797.12	
02.12.19	194	HMRC	PAYE - November	£318.11	
02.12.19	195	Clerk	Mileage, petty cash & work fm home allow	£149.95	
02.12.19	196	KCC	Pension contribution	£321.44	
02.12.19	197	Teabase	Stationery order	£38.74	£6.46
02.12.19	198	GeoXphere (parish online)	Subscription renewal	£42.00	£7.00
02.12.19	199	Merrymaids	Cleaning APD1	£168.00	£28.00
				<u>£3,105.35</u>	<u>£123.95</u>