

## LEIGH PARISH COUNCIL

### MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL HALL, HIGH STREET, LEIGH ON MONDAY 7<sup>TH</sup> JANUARY 2019 AT 8.00PM

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**PRESENT:** Cllr J. Kaye (Chairman), Cllr P. Croft, Cllr G. Marchant, Cllr S. Satterley, Cllr B. Skipper, Cllr S. Smith and Cllr. C. Stratton-Brown  
**APOLOGIES:** Cllr R. Britain  
**ABSENT:** Cllr A. Johnston  
**IN ATTENDANCE:** Mrs L. Kleinschmidt (Clerk). County and District Cllr Lake attended the meeting for the Open Session only, and one member of the public attended until 9pm.

#### Open Session

##### Report by County and District Cllr Lake

County Cllr Lake reported that KCC is engaged in no-deal Brexit arrangements, including a trial to send 150 lorries from Manston to Dover costing £550 each. KCC is still having to fund and care for young asylum seekers arriving at Dover, including the funding of their further education from the ages of 18 to 21. Paul Carter has commissioned a report on contingency. KCC is likely to raise council tax by 5%, 2% of which will help fund social care. C.Cllr Lake also reported that his application to reduce speeds in Penshurst to 20mph has been refused by KCC as vehicle speeds were too high through the village. He has appealed against this decision and is awaiting a response.

District Cllr Lake supported a resident's email to Tom Tugendhat MP regarding the legislation on General Permitted Development. D.Cllr Lake and the Parish Council have been in discussion with a planning officer at SDC regarding the current application for permitted development at Woodlands. D.Cllr Lake said that he supported the Parish Council's strong objection to this application and asked for the application to be considered by the Development Control Committee. The planning officer has advised that the application appears to satisfy the relevant legislation. This site is outside the AONB therefore this protection does not apply. D.Cllr Lake reported that Penshurst Parish Council has been awarded £185,000 out of the CIL fund to contribute towards the cost of rebuilding Fordcombe Village Hall.

Cllr Kaye asked if it would be sensible to install protection of the BT cabinets on the bend by The Green in case a driver loses control of a vehicle and crashes into the cabinets. It was agreed to give this further consideration.

##### Public Session

None.

County and District Cllr Lake left the meeting at 8.25pm

#### Closed Session

141. **Apologies for absence** were received from Cllr Britain and members accepted his reason for absence. Cllr Johnston was absent.
142. **Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**  
None.
143. **The minutes of the Leigh Parish Council Meeting held on 3<sup>rd</sup> December 2018** were approved and duly signed. Proposed by Cllr Satterley, seconded by Cllr Croft, and all were in favour.
144. **Planning**
  - i. To consider applications received
    - i. SE/18/03599/FUL: Land South of Hollow Trees, Hollow Trees Drive, Leigh TN11 8QA - erection of a replacement dwelling. Members had no objection to this application.

- ii. SE/18/03585/LDCPR (weekly list): Little Coppings, Coppings Road, Leigh TN11 8PN - construction of a new Pool House. No comment required.
- iii. SE/18/03821/HOUSE and SE/18/03822/LBCALT: 3 The Square, High Street, Leigh TN11 8RJ - proposed rear single storey extension and minor internal alterations at ground floor level to existing dwelling. Members supported this application.

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

- iv. SE/18/03638/HOUSE: Rosslyn, Powder Mill Lane, Leigh TN11 8PZ - single storey rear extension with rooflight, alterations to fenestration. Members supported this application.
- v. SE/18/03661/MMA: Ramhurst Manor, Powder Mill Lane, Leigh TN11 9AS - Minor Material Amendment to SE/18/00942/HOUSE (conversion of potting shed/outbuilding to residential annex) to reflect proposed materials and minor operations (reduced window cills, removal of two windows on south elevation). Members supported this application.
- ii. To report SDC planning application decisions
  - SE/18/02369/HOUSE: 2 Blackhoath Cottages, Tonbridge Road, Leigh - demolition of existing garage and replace with a new green oak timber barn style building. Application approved.
  - SE/18/02346/HOUSE and SE/18/02347/LBCALT: 7 The Square, High Street, Leigh - side gate and fencing. Application approved.
  - SE/18/02899/HOUSE: The Firs, High Street, Leigh - replace existing brick detached garage with new oak framed detached garage. Application approved.
- iii. SE/18/03318/LDCPRE: Woodlands, 4 Greenview Avenue, Leigh TN11 8QT – the Clerk reported that she submitted a strong objection to this application for permitted development but the planning officer contacted D.Cllr Lake to say that the application appears to satisfy the relevant legislation. Members were concerned about the impact of this development on the Conservation Area as all traffic, including construction vehicles and additional traffic arising from the development, will pass through the Conservation Area which could be damaging. Clerk to contact the planning officer in this regard, and the conservation officer at SDC to ask if the Conservation Area could be extended to include both Greenview Avenue and The Green Lane. The Clerk reported that she has also submitted four objections to the planning inspector regarding the four appeals currently under consideration on Woodlands and Chessenden. The Clerk reported that she has received a copy of an email from a resident to Tom Tugendhat MP regarding General Permitted Development legislation. Clerk to email Tom Tugendhat showing support for the resident's comments.
- iv. To discuss the Public Inquiry regarding Manor Buildings  
The Clerk reported that the Public Inquiry resumed on 7<sup>th</sup> December at 10am and the outcome of this not yet known.
- v. To discuss SDC's Draft Local Plan  
The Clerk reported that the second Draft Local Plan is now subject to consultation and the deadline for comments is Sunday 3<sup>rd</sup> February. The Draft Local Plan will then be considered by SDC Full Council on 26<sup>th</sup> February before its submission to the Inspector for Public Examination in the Spring/Summer 2019. It should be adopted by the end of 2019.

Cllr Stratton-Brown expressed his thanks to Cllr Marchant for all his work, time and commitment on planning matters. Members agreed.

#### 145. The Green:

- i. To discuss work to trees on The Green  
The Clerk reported that The Original Tree Surgeons carried out the work to trees in the Parish Council's ownership as approved last month. Total cost: £322.00 + VAT. Work carried out:
  - i. T1: Veteran English Oak - tighten bracing, measure and compare the gap: £80.00
  - ii. T10: English Oak - reduce the limbs encroaching on the Taxodium: £45.00
  - iii. T11: English Oak - remove all dead wood: £45.00
  - iv. T12: small Beech - tree in terminal decline, fell to ground level: £60.00
  - v. T13: Beech - remove all dead wood: £30.00
  - vi. T14: Beech - crown lift up to 2.5m: £20.00
  - vii. T15: Hawthorn - reduce the main limb down to a 2.0m stem: £30.00
  - viii. T25: Beech - formative prune, remove the epicormics: £12.00

- ii. To discuss the installation of a fence to protect the veteran oak tree  
 The Clerk reported that she has met Weld Done at the tree and discussed estate fencing. He has provided the following quotes: To supply and fit approximately 32m of estate railing to go around the Veteran Oak tree.  
*Option 1* – to be 1m high with a top bar being 20mm round; to then have 3 lower flat bars. All metalwork to be undercoated and painted black. Labour and Materials: £1,250.00  
*Option 2* – to be 1.1m high with a top bar being 20mm round; to then have 4 lower flat bars. All metalwork to be undercoated and painted black. Labour and Materials: £1,350.00  
*Option 3* – to be 1.1m high with the posts curved outwards at the top. All metalwork is to be undercoated and painted black before fitting. Labour and Materials £1,550.00  
*Option 4* – to supply bow top railing to the same specification as the railings outside the village hall. All metalwork to be zinc sprayed and sprayed black before fitting. Labour and materials: £4,200.00  
*Option 5* – as Option 4 but galvanized only. Labour and materials: £2,700.00  
 Members agreed that the erection of this fencing around the Veteran Oak Tree is to protect the tree and to stop people parking and sitting under the tree. Cllr Skipper proposed that Option 3: to supply and erect a 1.1m high metal estate fence with the posts curved outwards at the top. All metalwork is to be undercoated and painted black before fitting, labour and materials £1,550.00 be approved. This was seconded by Cllr Croft and all were in favour. Clerk to request that a padlocked chain be added between the two end posts.
- iii. To discuss the refurbishment of the litter bins on The Green  
 Cllr Marchant reported that he is waiting for a quote for this work.
- iv. To discuss the request for a memorial bench on The Green in memory of Maurice Martin  
 The Clerk reported that the style of bench was approved by members since the last meeting, and it is ready to be delivered. The old bench will need removing and the new one secured to the concrete base. Wealden Benches can supply steel L brackets to attach the legs to a concrete base. Cllr Croft undertook to take delivery of the bench, to remove the existing bench and to secure the new bench in place.
- v. To repair damage of The Green incurred after vehicle driven over the grass  
 Cllr Satterley undertook to ask Ian Bishop to roll the damaged area.
- vi. To replace the damaged post on the corner of The Green opposite the school  
 The Clerk reported that approval has been given for R. Marchant & Sons Ltd to replace the post.

The member of the public left the meeting at 9pm.

#### 146. Charcott:

- i. To discuss the deterioration of the track from Charcott Green to New Town Cottages  
 The Clerk reported that further information has yet to be received from Lambert & Foster, as agents for The Redleaf Trust, regarding the deteriorating condition of the track that leads from the green in Charcott to New Town Cottages.

#### 147. Powder Mills

- i. To hear update on Bellway's request to KCC for some double yellow lines on Burton Avenue  
 The Clerk reported that she still has not heard back from Bellway regarding their meeting with KCC.
- ii. Crime statistics in Old Powder Mills  
 Cllr Skipper reported that a couple of minor burglaries have been reported. The Clerk advised that she contacted our PCSO, Joseph Cain, who said "The Sevenoaks District as a whole is a very safe place to live. There have been only been a few crimes in the Leigh and Chiddingstone Causeway area."

#### 148. Highways & Environment

- i. To discuss the hedge at Well Close  
 None.
- ii. To discuss the rotten post on the western corner of The Pump House  
 The Clerk reported that approval has been given for R. Marchant & Sons Ltd to replace the post.

- iii. Leigh Expansion and Hildenborough Embankment project  
The Clerk reported that representatives of The Environment Agency will attend the February Parish Council meeting.

**149. Rights of Way**

None.

**150. To discuss the possible refurbishment of the Leigh Cricket Pavilion**

Cllr Satterley undertook to arrange a meeting with the Cricket Club.

**151. Affordable Housing:**

- i. To hear update regarding the Leigh Affordable Housing scheme  
The Clerk updated the Parish Council with the current situation regarding the site search.

**152. Aviation:**

- i. To hear report of the High Weald Councils Aviation Action Group  
Cllr Stratton-Brown reported that the next Noise Management Board meeting will be held on Wednesday this week and the community groups have a pre-NMB meeting tonight. It will be decided at the next meeting on 13<sup>th</sup> February whether or not HWCAAG withdraws from the board.
- ii. To approve Leigh Parish Council's response to Gatwick Airport's Master Plan consultation  
The Clerk reported that the deadline for Gatwick Airport Ltd's consultation on their Master Plan is 5pm on Thursday 10<sup>th</sup> January. The HWCAAG leaflet was distributed via the parish magazine and was left in various places in the parish. The leaflet will also be circulated by Royal Mail this week. The draft response as prepared by Cllr Stratton-Brown was approved and Clerk to submit before the deadline.

**153. Leigh Village Halls report**

None.

**154. Aged Persons Dwellings**

None.

**155. To report on correspondence received**

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

- i. Item 2: Email from PCSO Joseph Cain: "Crime is relatively low in the area at the moment which is always nice to hear. We are seeing a slight increase in shed break ins throughout the area and whilst we are working very hard to put this to an end, it is important that members of the public take the initiative to keep their things safe and secure. You may have heard that our Police and Crime Commissioner Matthew Scott has authorised the decision to close and sell Edenbridge Police Station. This is down to the very high running costs and the lack of use the building gets. It is only used on a daily basis by three PCSO's. We will be based at the fire station in Edenbridge instead"
- ii. Item 3: SDC: Local Plan Proposed Submission Version Consultation (December 2018) and additional consultations: Sevenoaks District Council is publishing a series of documents for public comment, including the Proposed Submission version of the Local Plan (Regulation 19), which sets out a series of site allocations and policies to meet development needs during the years 2015 – 2035. The following documents will be made available for comment from 9am on Tuesday 18 December 2018 until midnight on Sunday 3 February 2019:
  - The Proposed Submission Version of the Local Plan (Regulation 19) Dec 2018
  - Draft Affordable Housing Supplementary Planning Document Dec 2018
  - Draft Design Review Panel Supplementary Planning Document Dec 2018
  - Draft Development in the Green Belt Supplementary Planning Document Dec 2018
  - Potential Strategic Development Sites in the Green Belt Dec 2018
  - Badgers Mount Neighbourhood Area Designation Consultation Dec 2018
  - Halstead Neighbourhood Area Designation Consultation Dec 2018

All consultations listed above are available to view online at [www.sevenoaks.gov.uk/localplan](http://www.sevenoaks.gov.uk/localplan) and at <http://planningconsult.sevenoaks.gov.uk/consult.ti>. Alternatively, you can view all documents at your local library or at the District Council offices. The consultation asks a series of specific questions about the “soundness” of the Local Plan. The Planning Policy Team is running a series of drop-in events to answer questions on the consultation documents throughout January 2019. No appointment is necessary and you are welcome to attend any of the following sessions:

- Monday 7 January (5-8pm): Kemsing Primary School, West End, Kemsing, TN15 6PU
- Tuesday 8 January (2-8pm): The Alexandra Suite, Swanley Town Council, St Marys Road, Swanley, BR8 7BU
- Wednesday 9 January (2-8pm): The Eden Centre, Four Elms Road, Edenbridge, TN8 6BY
- Thursday 10 January (5-8pm): New Ash Green Primary School, North Square, New Ash Green, DA3 8JT
- Friday 11 January (2-8pm) : Sevenoaks District Council Offices, Argyle Road, Sevenoaks, TN13 1HG

All consultations will close at midnight on Sunday 3 February 2019. Subject to SDC approval, the Local Plan will then be submitted to the Government for examination, along with all comments made on the document.

- iii. Item 4: SDC Portfolio Decision: To agree £12,840 (+VAT) funding from Section 106 affordable housing planning gains to commission a housing stock and needs analysis for older people. In 2017, the District Council commissioned a local housing need study and this provided a wide-range of data on housing needs across all key client groups. With a growing older population, it is proposed to undertake an additional and more detailed study to map all older people's accommodation across the District by size/type/tenure and to assess accommodation needs at ward level going forward into the future. This evidence will then be used alongside existing and wider housing intelligence to enable the District Council to better plan for older people's accommodation needs into the future - whether it be new-build housing, refurbishment, remodelling and/or modernising of existing premises. In addition, the study will provide data which is required as part of the development of the Local Plan. Once complete, a new older people's housing sub-strategy will be produced and which will set out a plan of action moving forward.

## 156. Finance:

- i. 2018/19 Accounts:
  - i. Actual and Year End Forecast
  - ii. Earmarked Reserves

The Finance Committee had discussed and agreed the Actual and Year End Forecast figures at their last meeting.

- ii. 2019/20 Accounts:
  - i. Draft Budget and Precept requirements
  - ii. Draft Earmarked Reserves Budget

The tax base for Leigh has increased from 877.50 in 2018-19 to 948.18 in 2019-20. Cllr Stratton-Brown proposed that the precept be increased from £35,000 to £39,500 for 2019-20. This will increase a Band D council tax from £39.89 to £41.66, an increase of 4.44%. This was seconded by Cllr Marchant and members unanimously approved the increase.

- iii. To approve renewal of registration fee for Information Commission's Office: £40 or £35 by Direct Debit

Cllr Skipper proposed that the Parish Council set up a direct debit mandate for these payments at £35 per annum. This was seconded by Cllr Marchant and all were in favour.

- iv. To approve list of payments

Cllr Marchant proposed that the list of payments be approved. This was seconded by Cllr Croft and all were in favour. Cllr Kaye and Cllr Smith undertook to authorise the online payments.

## 157. Items for reporting or inclusion in future agenda

- i. Cllr Marchant reported that the fish and chip van parks on The Green by the school, and suggested that it would be better if it parks at the bus stop as there are no buses during the time the van visits the village. This would prevent damage to The Green. Members agreed and Cllr Marchant undertook to speak to the driver.

- ii. Cllr Smith asked whether any applications for planning approval or listed building consent have been received regarding Hall Place? Clerk to make enquiries with SDC.
- iii. Cllr Skipper reported that he has received comments of concern about the A boards on the pavement outside the Fleur de Lis public house. Members agreed these could cause a safety hazard in the winter months due to lack of lighting. Cllr Skipper undertook to speak to the landlord.
- iv. The Clerk reported that Vicki at the British Legion has asked if it would be possible to have a covered area outside the large hall to protect people waiting for the doctor's surgery from the weather. Cllr Skipper undertook to advise Vicki that she needs to speak to the Village Halls Management Committee.

The meeting closed at 9.40 pm.

Signed .....

Date .....

**LEIGH PARISH COUNCIL  
LIST OF CHEQUES  
January 2019**

<b>Date</b>	<b>Payment Number</b>	<b>Payee</b>	<b>Detail of payment</b>	<b>Amount Inc. VAT</b>	<b>VAT</b>
07.01.19	85	Clerk	Salary January	£740.56	
07.01.19	86	HMRC	PAYE	£283.90	
07.01.19	87	KCC	Pension contribution	£296.79	
07.01.19	88	Clerk	Mileage, petty cash & work fm home allow	£112.08	
07.01.19	89	SDC	Emptying dog bins Oct-Dec18	£546.00	£91.00
07.01.19	90	The Original Tree Surgeons	Tree work as per survey Dec18	£386.40	£64.40
07.01.19	91	ICO	Registration renewal	£35.00	
				<b><u>£2,400.73</u></b>	<b><u>£155.40</u></b>

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