

LEIGH PARISH COUNCIL

MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL HALL, HIGH STREET, LEIGH ON MONDAY 6TH JANUARY 2020 AT 8.00PM

PRESENT: Cllr J. Kaye (Chairman), Cllr R. Britain, Cllr P. Croft, Cllr G. Marchant, Cllr G. Rogers, Cllr S. Satterley and Cllr S. Smith

APOLOGIES: Cllr R. Lake and Cllr B. Skipper

IN ATTENDANCE: Mrs L. Kleinschmidt (Clerk) and District Cllr Osborne-Jackson. County Cllr Lake attended the meeting for the Open Session only. Two members of the public attended the meeting until 8.45pm.

Cllr Kaye said that it is with great sadness he must report that Alison Cook has passed away. Alison was the member of Sevenoaks District Council for Leigh and Chiddingstone Causeway for many years and was also Chairman of SDC. She will be sorely missed by her friends, family and the community of Leigh.

Open Session

Report by County Cllr Lake

County Cllr Lake reported that he is also very sad to hear about Alison's death. He took over from Alison as SDC's member for Leigh and Chiddingstone Causeway. She was devoted to Leigh and did wonderful things for everyone in the parish. She will be missed.

- i. Well Close hedge – the old hedge has been removed and the new hedge planted. He feels that some of the plants are loose and could be leaning. Cllr Marchant agreed and said that he tried to straighten some of them up. C.Cllr Lake undertook to raise this with KCC and ask for someone to make sure the plants are securely dug in.
- ii. Hildenborough Road speeding – he has yet to hear from KCC Highways about the strips laid on the road before Christmas to record traffic speeds. He said that he will insist on a 40mph limit from Leigh to Stocks Green, and 30mph in Chiddingstone Causeway. He will be inviting Michael Payne, the KCC Cabinet Member for Highways and Transport, to visit Leigh and look at the various issues in the parish. Cllr Marchant asked to be included in the meeting. Cllr Marchant said that one place he wants them to inspect is where there is trapped water on the pavement in the High Street as the problem was created when KCC installed dropped kerbs. C.Cllr Lake agreed and said that KCC has unblocked the drains on the other side of the High Street. He is concerned about the safety of the Hall Place wall adjacent to the High Street, the Clerk advised that this was reported to the Conservation Officer at SDC, who forwarded the query onto Building Control, but no response was received and she undertook to chase.
- iii. Old Powder Mills – C.Cllr Lake said that he was horrified to hear that a tree came down onto a car when a resident and his family were inside. There was an excellent response from SDC Enforcement Officer, Steve Whitehead, as this is an enforcement matter. With the Parish Council's approval, he will discuss Bellway with Tom Tugendhat, and members were in favour.
- iv. Potholes – please continue to report every pothole or highway fault to KCC.
- v. Trees and roadside vegetation – this is the responsibility of the landowner and it is important that roadside vegetation is kept well maintained. Clerk to mention in the parish magazine.
- vi. KCC Budget – KCC members will be discussing their budget next month. It is likely that KCC will push for a 5% increase, which includes a 2% increase for social care, but C.Cllr Lake said that he thinks that Government should help fund social care.

Cllr Smith asked whether the use of helicopters is monitored and whether it is possible to find out more information about their usage. There are more incidences of helicopters flying over the village and they seem to be using the same route. C.Cllr Lake undertook to raise this with the Noise Management Board.

Report by District Cllr Osborne-Jackson

District Cllr Osborne-Jackson paid tribute to Alison Cook, who was a great friend and who did a lot for Leigh and Chiddingstone Causeway. The District Council members and officers are devastated at the loss.

- i. Barnetts Road – there has been a lot of correspondence regarding a property on Barnetts Road. WKHA has set a process in motion and they are following the procedures properly and promptly. D.Cllr Osborne-Jackson undertook to keep a close eye on this matter.
- ii. Leigh School – he has had a tour of the school and was impressed by the staff, children and facilities.
- iii. Old Powder Mills – he will ensure that scrutiny is maintained on Bellway by SDC.
- iv. Southern Rail – the landslip at Godstone that happened just before Christmas had an impact on rail services and there is now a shuttle train service in operation from Edenbridge to Tonbridge.
- v. Go Coach – SDC gave funding through CIL to Go Coach to enable it to run a taxi bus service which will go through rural areas. D.Cllr Osborne-Jackson said that he is keen for it to operate in the southern parishes of the district.
- vi. Leigh Flood Barrier – he attended a meeting with SDC and the Environment Agency and the Cabinet member has approved the details of the plan. Cllr Britain said that the Parish Council is unaware of this plan, and the Clerk said that the Parish Council has had no contact with SDC at all about the flood barrier. She asked that a meeting is arranged with the officer as a matter of urgency so that the Parish Council is included in discussions and kept up to date. D.Cllr Osborne-Jackson undertook to request a meeting with Aaron Hill.

Questions from Members of the Public

None.

County Cllr Lake left the meeting at 8.35pm

Closed Session

- 137. Apologies for absence** were received from Cllr Lake and Cllr Skipper and members accepted their reasons for absence.
- 138. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**
Cllr Marchant declared an NPI in item 140(i)(i) as he is a neighbour to the applicant.
- 139. The minutes of the Leigh Parish Council Meeting held on 2nd December 2019** were approved and duly signed. Proposed by Cllr Croft, seconded by Cllr Smith, and all were in favour.
- 140. Planning**
- i. To consider applications received
 - i. SE/19/03336/HOUSE and SE/19/03337/LBCALT: Chilling House, High Street, Leigh TN11 8RH - addition of WC to existing shower room, removal of first floor cloakroom and alteration to master bedroom access and staircase. Cllr Marchant declared a NPI in this matter and took no part in the discussion or vote. Members had no objection to the internal alterations but objected to the new bedroom window that overlooks the neighbour's property.
 - ii. SE/19/03438/HOUSE: Searwell, Penshurst Road, Leigh TN11 8HL - ground and first floor alterations, re-distribution of living space. Members supported this application.
 - iii. 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. Amended plan to reduce height of proposed garage roof in response to feedback from the Parish Council. Members supported the amendment that shows the reduced height of the proposed garage roof.
 - iv. SE/19/03528/HOUSE: Little Keepers, Charcott, Leigh TN11 8LG - proposed detached double garage. Cllr Marchant undertook to consider this in more detail, and proposal to be determined by the planning committee.

Members of the public left the meeting at 8.45pm.

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

- v. SE/19/03245/HOUSE: 2 Home Farm Close, Leigh TN11 8SB - create a parking space in the garden, landscaping works. Members had no objection to this application providing it satisfies planning legislation.
 - vi. SE/19/03265/FUL: Land East of Watermans, Station Hill, Chiddingstone Causeway - conversion of former agricultural barn to a three bedroom dwelling, with associated parking, private garden and landscaping. Members supported this application.
 - vii. SE/19/03302/FUL: Meadow Bungalow, Powder Mill Lane, Leigh TN11 9AS - demolition of existing detached timber bungalow and garage/outbuilding, construction of replacement single storey dwelling with an outbuilding. Members supported this application.
 - viii. SE/19/02630/FUL: Gaza Trading Estate, Scabharbour Road, Hildenborough TN11 8PL - erection of a replacement building following the loss of units 4 and 5 to fire damage. Revised plan reducing height of building. No additional comment required, as the Parish Council previously supported the application.
- ii. To report that the following application has gone to appeal
SE/19/01624/FUL: Land west of Pond Cottage, Eggpie Lane, Weald TN14 6NP – change of use of land for dog training classes and erection of timber shed.
- iii. To report SDC planning application decisions
- SE/19/02733/CONVAR: Hollow Trees, Hollow Trees Drive, Leigh: removal of condition 4 (no extension or external alteration) and condition 5 (no building or enclosures to be erected) of application 05/02308/FUL for demolition of existing dwelling and erection of replacement dwelling. Application refused. Reason: It is considered that the removal of Conditions 4 and 5 would allow, without the benefit of planning permission, the erection of extensions and outbuilding at the property that would be above the size of the original dwelling which could potentially have a harmful impact on the openness, character and permanence of the Green Belt contrary to the NPPF and Policies GB1, GB3 and GB4 of the ADMP.
 - SE/19/03088/CONVAR: Sevenoaks Boxing Club, Unit 19, Gaza Trading Estate, Scabharbour Road: 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. Application approved.
 - SE/19/02506/FUL: Redleaf, Peshurst Road, Peshurst: erection of detached garage and replacement open-air swimming pool. Application approved.
 - SE/19/02998/HOUSE: 35 Burton Avenue, Leigh: part single and part two storey rear extension. Application approved.
 - SE/19/03029/HOUSE: Aynho, Powder Mill Lane, Leigh - 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 and construction of new tandem garage and alterations to fenestration. Application approved.
- iv. To report appeal decisions:
Manor Buildings, Powder Mill Lane, Leigh, Kent TN11 9AS
Appeal A Ref: APP/G2245/C/18/3218161: The appeal was made under section 174 of the Town and Country Planning Act 1990 as amended by the Planning and Compensation Act 1991 by Mr Peter Whiffen of Brookside Group against an enforcement notice issued by Sevenoaks District Council. The breach of planning control as alleged was unauthorised operational development being the erection of a portacabin and an enforcement notice was issued on 19 November 2018. The requirements of the enforcement notice were: (i) Removal or demolition of the portacabin. (ii) Removal of all resultant material from the site. The period for compliance with the requirements was two months. The appeal proceeded on the grounds set out in section 174(2)(a) of the Town and Country Planning Act 1990 as amended. Since an appeal has been brought on ground (a), an application for planning permission is deemed to have been made under section 177(5) of the Act.
Appeal B Ref: APP/G2245/W/18/3218159: The appeal was made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant planning permission by Mr P Whiffen of Brookside Group against the decision of Sevenoaks District Council. The application SE/18/02782/FUL, dated 3 September 2018, was refused by notice dated 29 October 2018. The development proposed was described as “retention of portacabin unit.”

Appeal A is dismissed, the enforcement notice is upheld and planning permission is refused on the application deemed to have been made under section 177(5) of the 1990 Act as amended.

Appeal B is dismissed.

Inspector's Report states: "I have found that the proposed portacabin does not fall within the exceptions to inappropriate development. Consequently, it is inappropriate development that harms the openness of the Green Belt. There is no harm to the living conditions of occupiers of neighbouring dwellings and there is limited effect on the character and appearance of the area. No other considerations weigh in favour of the retention of the portacabin. As such, the substantial weight to be given to Green Belt harm is not clearly outweighed by other considerations sufficient to demonstrate very special circumstances. Therefore, the proposed development is contrary to Policies GB7 and GB9 of the ADMP and the Framework that seek to protect the Green Belt from inappropriate development."

v. Planning Training event

The Clerk reminded members of the planning training event arranged for Wednesday 15th January from 4.30-6pm in SDC's offices. Cllr Smith, Cllr Skipper, Cllr Marchant, Cllr Satterley and Cllr Lake are booked onto the event, plus the Clerk.

141. The Green:

To discuss the condition of the War Memorial

Members undertook to look at the inscriptions on the war memorial and item to be considered next month.

142. Charcott

The Clerk advised that she has reported the very muddy area beside the lane to Charcott to KCC.

143. Powder Mills

To discuss safety issues relating to trees at Old Powder Mills under the management of Gateway

See Open Session above.

144. Highways & Environment

i. To discuss the Leigh Expansion and Hildenborough Embankment Project

See Open Session above.

ii. To discuss the hedge at Well Close

See Open Session above. The Clerk added that she has spoken to the residents who live adjacent to the hedge and they were very pleased with how the work went. It was agreed to investigate ownership of the remaining leylandii hedge and consider the future maintenance of this section.

iii. To discuss the proposal to erect a new bus shelter on Camp Hill

None.

145. Rights of Way

i. To discuss PROW SR416 across the old airfield in Chiddingstone Causeway

The Clerk reported that in December several complaints were received from residents because the farmer had allowed his sheep onto the footpath which had got very muddy. He had also erected a fence at both ends in order to keep the sheep in. The Clerk contacted the KCC PROW officer who said that this was not permitted without approval, and the sheep should be off the path. She contacted the farmer who has now erected a fence to keep the sheep off the path, has removed the fences and cleaned the path.

ii. Cllr Kaye reported that he has laid wood chippings down on the footpath which runs alongside Applegarth. Clerk to ask RWE to leave chippings here too if they have any spare in order to improve the path surface further along.

146. To discuss the refurbishment of the Leigh Cricket Pavilion

Cllr Rogers reported that the next meeting is on Monday 20th January 2020.

147. Affordable Housing

The Clerk reported that a meeting has been arranged with SDC housing officers and planning policy officers on Tuesday 14th January at 9.30am. ERHA will be present with the agent for the landowner. The purpose of the meeting is to consider the viability of the site from a housing and planning policy perspective. Cllr Marchant, Cllr Smith and the Clerk will attend to represent the Parish Council, Cllr Kaye has had to give his apologies. The Clerk reported that D.Cllr Osborne-Jackson has offered to send an email of support for the scheme to SDC.

148. Aviation

None.

149. Aged Persons Dwellings

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

The Clerk reported the new tenant signed the tenancy agreement and moved in on 18th December. She paid the deposit and first month's rent in advance as required. She has settled in well.

ii. To discuss list of requests made by the tenant of No.1 The Bungalows

The Clerk reported that the tenant's son-in-law has requested permission to carry out the following:

- i. attach a grab rail to the bungalow wall right side of the door entrance
- ii. attach a key safe to the wall of the bungalow
- iii. replace the number 1 with new on the front
- iv. lower the high hedges to a more practical safe height to maintain
- v. top the ornamental shrub that has got out of hand in the rear left corner of the garden
- vi. lower the hedge height at the front to give a clear view to the green
- vii. store the existing electric fire safely in the loft
- viii. replace the non working door bell.

The Chair gave his approval for these works which the tenant will carry out at her own cost. The Clerk has requested that prior agreement is reached regarding the height of the hedges. Members approved.

iii. To discuss No.2 The Bungalows

The Clerk reported that she has written to the tenant's daughter again advising that a standing order must be set up for all future payments. A response has not yet been received. The Lloyds Bank in Edenbridge that had an arrangement to accept cheques and cash for the Parish Council has now closed, and the Clerk is waiting for envelopes to allow her to pay into the post office, these not yet received. Members said that if the tenant is unwilling to pay by standing order the Parish Council will impose a £30 charge to each payment from the payment due on 27th January. Members asked the Clerk and Cllr Smith to undertake a landlord's inspection of the property, giving 24 hours' notice.

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

To be discussed at the February Parish Council meeting.

151. To consider nominations for the 2020 KALC Community Awards Scheme

Members considered the nominations for this year's award and agreed who the successful recipient will be. The award will be presented at the Annual Parish Meeting.

152. 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 3: High Weald AONB Unit: "Sussex Lund supports small, practical projects that improve the landscape of the High Weald. We're looking for environmental project ideas from community groups, schools, town and parish councils, non-profit organisations and landowners for schemes that improve wildlife habitats, improve scenic beauty and improve access to green spaces. We're also working with national charity Plantlife who are offering free advice and support for creating and restoring wildflower meadows." Application deadline is: 2 March 2020. Clerk to forward to the Leigh in Bloom team.

- ii. Item 4: KALC Sevenoaks branch – minutes of meeting held on 22nd November. Dates for 2020: Fridays 21st February, 5th June, 4th September and 20th November (also AGM). Venue: Sevenoaks Town Council Offices, Bradbourne Vale Rd, Sevenoaks.
- iii. Item 5: ACRK Oast to Coast publication. Emailed to all members.
- iv. Item 12: Sussex Community Rail Partnership – agenda for meeting to be held on 28th January at 11am at Town Council Offices, Edenbridge. Also minutes of the previous meeting.

153. Finance:

- i. 2019/20 Accounts:
 - i. Actual and Year End Forecast
 - ii. Earmarked Reserves

Members considered this year’s accounts and year end forecast in detail. It was agreed to transfer £5,700 from the APD Earmarked Reserve to the General Fund to cover cost of refurbishing No. 1 The Bungalows.

- ii. 2020/21 Accounts:
 - i. Draft Budget and Precept requirements
 - ii. Draft Earmarked Reserves Budget

Members considered and approved the 2020/21 budget and discussed projects for that year. Cllr Marchant proposed that the precept be set at £46,000, this was seconded by Cllr Britain and members were unanimously in favour. This represents an increase of 14.8% which in monetary terms is an increase of £6.18 per annum for a Band D property.

- iii. To consider request for grant from Leigh Tennis Club towards coaching Leigh Primary School children

The Clerk reported that a grant request has been received from Leigh Tennis Club towards the coaching of Leigh Primary School children. Cllr Croft proposed that a grant of £875 is given. This was seconded by Cllr Smith and all were in favour.

- iv. To consider request for grant from Leigh Primary School towards purchase of Google chromebooks

The Clerk reported that a grant request has been received from Leigh Primary School towards google chromebooks. Cllr Satterley proposed that a grant of £1,800 is given to the school, this was seconded by Cllr Marchant and all were in favour.

- v. To approve renewal of data protection fee for Information Commission’s Office: £35 by Direct Debit

Cllr Satterley proposed that this renewal be approved. This was seconded by Cllr Rogers and all were in favour.

- vi. To approve list of payments

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

154. Items for reporting or inclusion in future agenda

- i. Cllr Marchant reported that the road to Crandalls is thick with leaf mulch. Members asked Cllr Osborne-Jackson if he could request that the road sweeper clears the road and also around The Green.
- ii. Cllr Marchant asked whether the large oak tree has been inspected and who it belongs to at the end of The Forstall. The Clerk reported that this area belongs to no-one but WKHA did arrange for a tree surgeon to inspect the tree to ensure the safety of its adjoining residents.
- iii. Cllr Croft asked whether the local connection criteria was followed for the new tenants in Gibbs Field. Clerk to investigate.
- iv. Cllr Smith asked why there was a lot of activity in the BT green boxes over the Christmas period. Cllr Marchant said that the very wet weather had caused issues with telephone connections.

The meeting closed at 10.15pm

Signed

Date

**LEIGH PARISH COUNCIL
LIST OF PAYMENTS
January 2020**

Date	Payment Number	Payee	Detail of payment	Amount Inc. VAT	VAT
06.01.20	200	James Dobbin	Plumbing work to No.1 The Bungalows	£187.50	
06.01.20	201	Clerk	Salary - December	£797.12	
06.01.20	202	HMRC	PAYE - December	£318.11	
06.01.20	203	Clerk	Mileage, petty cash & work from home allow	£142.60	
06.01.20	204	KCC	Pension contribution	£321.44	
06.01.20	205	Helen Breeze Property Mgmt	New tenant arrangements for No.1 APD	£960.00	£160.00
06.01.20	206	SDC	Dog bin emptying Oct-Dec 2019	£563.16	£93.86
06.01.20	207	SDC	Bulk refuse freighter Dec 2019	£98.40	£16.40
06.01.20	208	Commercial Services Trading	Fourth quarterly invoice The Green	£990.17	£165.03
06.01.20	209	Leigh Tennis Club	Grant towards school coaching	£875.00	
06.01.20	210	Leigh Primary School	Grant towards google chromebooks	£1,800.00	
				<u>£7,053.50</u>	<u>£435.29</u>