

LEIGH PARISH COUNCIL

MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL HALL, HIGH STREET, LEIGH ON MONDAY 3RD JULY 2017 AT 8.00PM

PRESENT: Cllr. C. Stratton-Brown (Chairman), Cllr P. Croft, Cllr A. Johnston, Cllr J. Kaye, Cllr R. Lake, Cllr G. Marchant and Cllr L. Provan

APOLOGIES: Cllr R. Britain and Cllr S. Smith

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

Open Session

Report by County and District Cllr Lake

County and District Cllr Lake reported that both KCC and SDC are moving quickly to inspect all buildings in their care after the Grenfell Tower fire, and said that care homes need to be looked at closely. He added that he will be attending a meeting on Friday with the Fire Brigade. The Tunbridge Wells refuse depot will stay open until the winter months but will need to close for six weeks at some point in order to be re-built, and customers will be directed to the Dunbrik depot. C.Cllr Lake said that he is keen to fund projects in the parishes from his members' fund, he has up to £3,000 to spend in each parish. He said that he was not keen to fund the installation of yellow lines in Leigh, which is the responsibility of KCC Highways. A meeting has been arranged with the head of Highways to look at these three locations and other locations in his ward. C.Cllr Lake asked the Parish Council not to proceed any further on the yellow lines until he has had the opportunity to push KCC for funding as he believes that the three locations are all safety critical. D.Cllr Lake reported that Mike Holmes has emailed regarding the application at Manor Buildings to say that he has not yet had a chance to investigate this further but will respond upon his return from holiday.

(County and District Cllr Lake left the meeting at 8.20pm.)

Closed Session

45. **Apologies for absence** were received from Cllr Britain and Cllr Smith, and members accepted their reasons for absence.
46. **Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**
Cllr Croft declared a DPI in item 50(v) as he is the contractor who would cut this grass.
Cllr Croft declared a DPI in item 61(iv) as he has an invoice due for payment.
47. **The minutes of the Leigh Parish Council Meeting held on 12th June 2017** were approved and duly signed. Proposed by Cllr Lake, seconded by Cllr Kaye, and all were in favour.
48. **To receive notice of resignation from Cllr Lake**
Cllr Stratton-Brown reported that, unfortunately, Cllr Lake has resigned from the Parish Council due to work commitments. Members agreed that this is a great shame as Cllr Lake has provided much needed representation in Charcott and he has achieved a lot during his time as member. Cllr Lake advised that his last meeting will be on 4th September, and said that he has enjoyed his time on the Parish Council. The Clerk reported that SDC has been notified of the vacancy and they have issued notices dated 5th July. Members of the public have 14 working days from that date to write to SDC and request an election. The deadline is therefore 25th July. If no requests are received for an election, the Parish Council may co-opt a new member.
49. **Planning**
 - i. To consider applications received
 - i. SE/17/01820/HOUSE: Fairlawn, Hollow Trees Drive, Leigh TN11 8QA - erection of a single storey rear, side and front extension. Alterations to fenestration. Members supported this application.

- ii. SE/17/01855/HOUSE: Rookery View, Penshurst Road, Leigh TN11 8HL - demolish existing single storey side and rear extension and conservatory, erection of a two storey side extension with rooflight. Members supported this application provided that the proposal does not breach the 50% rule.
- ii. To report SDC planning application decisions
 - SE/17/01166/FUL: St Andrews Cottage, Scabharbour Road, Hildenborough - demolition of existing dwelling and erection of a new dwelling. Application refused because the proposed building represents inappropriate development in the Green Belt, as the scale, height, bulk and mass of the replacement building is materially greater than the building it replaces and would be seriously harmful to the openness of the Green Belt.
 - SE/17/01244/HOUSE: Coombe Firs, Powder Mill Lane, Leigh - demolition of side extension and chimney, erection of rear extension, loft conversion with balcony and side and front dormers. Application refused as SDC considers that the proposed extension would be inappropriate development in the Green Belt and result in harm to the openness of the Green Belt, the proposed extension results in a disproportionate addition over the size of the original dwelling.
 - SE/17/01311/HOUSE: 3 Lower Green, Leigh - demolition of an existing wrap around store extension and erection of two storey side extension, single storey front extension and alterations to fenestration and a loft conversion. Application approved.
- iii. Possible Breach of Planning Consent at Rookhurst, Powdermill Lane
 - i. The Clerk reported that residents of Powdermill Lane have reported that there could be a breach of planning law at Rookhurst, Powdermill Lane as the residents are building a new garage without prior consent. The residents have advised their neighbours that they are building a timber framed garage and store but need a substantial brick base as the land slopes away quite steeply on the site. The resident had understood that as it was close to the house and small enough, no permission was required. Clerk to contact Enforcement officers at SDC and ask them to investigate.
 - ii. The Clerk reported that residents have also complained about the noise from barking dogs kept at Rookhurst. Members questioned whether a kennel licence is required, and Clerk to investigate with licensing officers at SDC. The Clerk also undertook to investigate the noise issue with environmental health officers at SDC.

50. The Green:

- i. To hear update regarding the programmed improvement works to The Green
The Clerk reported that outstanding works on The Green comprise:
 - Construction Phase
 1. Top up and overseed lateral drains (may not be required).
 2. Apply sand topdressing, this may be done in July.
 - Maintenance Phase
 1. Mowing
 2. Fertiliser - 1 application
 3. Herbicide – 1 application if required
 4. Two more applications of sand topdressing
 Practical Completion occurred on 14/10/16, and so the 12 months retention period will expire on 13/10/17 whereupon 2.5% retention against Bourne Amenity will be released, and 10% retention by Sport England against Leigh Parish Council will also be released. TGMS will issue a Certificate of Making Good which will be needed.
- ii. To hear update regarding repair of bench on The Green
The Clerk reported that she has chased Bourne Amenity, who have said that they will collect the seat, make the necessary repairs, and return the seat to The Green.
- iii. To hear update regarding the request by the Cricket Club to erect netting outside Elizabeth Cottage
Cllr Marchant reported that he agreed to meet Ian Bishop to look at the positioning of the proposed netting but Ian unfortunately couldn't make it, and Cllr Marchant said that he is in the process of re-arranging the appointment. Members agreed that Cllr Marchant has approval to make a decision on this request before the next Parish Council meeting.

- iv. To consider request for a Langton Green youth football team to play on The Green on Sundays
The Clerk reported that Bourne Amenity and TGMS had no objection to a youth team playing on The Green on alternate Sundays, as the grass is now well established. However, members were concerned about the impact on The Green during this first winter after the work had been completed. Clerk to contact Leigh Football Club to see how many hours/days they will play on The Green from September, and then members gave approval for Cllr Stratton-Brown, Cllr Marchant and Cllr Johnston to make a decision regarding the request for the Sunday youth football team to use The Green.
- v. To consider leaving the grass to grow long on The Green north of the B2027
The Clerk reported that a request has been made by a resident for the grass and wild flowers to be allowed to grow. Cllr Croft said that he has cut the stretch nearest the road, which grows very long and becomes untidy. Members were concerned that, unless the area is properly treated and regularly maintained, it would quickly look untidy with lots of weeds, and it would cost a lot to improve. Members were concerned about safety aspects of letting the grass grow, as people walk down the slope and it could become slippery. After consideration, it was agreed that this section of grass should be kept well maintained and be regularly cut. However, they will consider if there is another area that could be left to grow as a wild flower meadow.

51. To discuss the proposal to form a Leigh Sports Association

To be discussed at the September Parish Council meeting.

52. Charcott:

- i. To hear update regarding the installation of the new defibrillator in the adopted phone box
The Clerk reported that the new defibrillator and cabinet have been received but the cabinet needs to be wired into the electricity supply in the box. Cllr Lake advised that he has spoken to a local electrician who said that there are British safety standards to satisfy. Clerk to give defibrillator to Cllr Lake so that the electrician can see what is required. Members approved the electrician's reasonable costs. It was agreed that the cabinet should remain unlocked. Clerk to ensure the defibrillator is insured. Cllr Lake advised that St. John's Ambulance has offered to provide some free training sessions for local residents. Cllr Stratton-Brown thanked Cllr Lake for all his help.
- ii. To hear update regarding the possibility of moving the bus stop onto land belonging to The Redleaf Trust and erecting a bus shelter
Cllr Lake reported that he has heard back from Jonathan Booth at Lambert & Foster who said that the Trustees will get back to him in August as to whether The Redleaf Trust will support the Parish Council's request to move the bus stop onto the opposite side of the road where there is space for a bus shelter to be erected, and for their support of the erection of the bus shelter.
- iii. Cllr Lake reported that there are potholes in Charcott in front of the affordable housing units. This land belongs to The Redleaf Trust. Clerk to contact Jonathan Booth and ask him to make arrangements for the potholes to be filled.

53. Highways & Environment

- i. To hear update regarding the proposal to initiate double yellow lines in Leigh
The Clerk reported that emails have been received from Geoff Bineham, Schemes Project Manager, KCC: (i) "Thank you for your e-mail and the associated attachments regarding your request for parking restrictions. I mentioned during our meeting in May that I would need to check the crash history for the B2027 in Leigh in regard to any KCC funding for these proposals. Through analysis of injury crash data I have established that the existing evidence does not justify any further engineering measures currently at this location, as there has been no personal injury crashes attributable to parked vehicles here in the last three years. However, I recall from our conversation during the meeting that the Parish may be willing to fund these proposals. If this is still the case I have attached the current process for applying to KCC for a third party funded TRO, this includes an application form if you wish to proceed. I should point out that this is for the Traffic Regulation Order and consultation process only and does not include the cost for construction of any scheme on the highway. You would need to commission a KCC authorised contractor to carry out this work for you."

(ii) "All three locations could be included in a single parking amendment TRO, I'm not able to estimate a cost for designing or construction of the scheme. As it states in the guidance that I sent to you, the Parish Council would need to provide us with certain information as well as the application, this includes detailed design plans. Therefore you would also need to commission an independent traffic consultant to do this for you and they would also be able to provide a cost estimate for the scheme." The Clerk reported that a TRO costs £3,560. Members agreed that no further action should be taken at the current time until County and District Cllr Lake has had an opportunity of discussing this matter with KCC Highways. Cllr Provan asked that parking in the village be considered further at a future Parish Council meeting.

- ii. To hear update regarding the Rural Swathe and Visibility Cutting Contract 2017
Members agreed that the contractor carried out an excellent job of the first swathe cut. It was agreed that the second cut should be between now and the end of July and the third cut in October. Clerk to discuss with the other Parish Councils in the cluster.
- iii. To hear update regarding the clearance of Crandalls Pond
The Clerk reported that SDC has advised that the contractor will start work during week commencing Monday 17th July, and the work will take 3 or 4 days to complete. Residents have been asked to park on the grass opposite Jessica's Hall whilst the work is underway in order to ensure that the vehicles have adequate room to manoeuvre. He is happy to work with the school.
- iv. To hear update regarding clearance of vegetation on Ensfield Road
The Clerk reported that she has asked Penshurst Place to cut back the vegetation from inside the fence line. Cllr Johnston confirmed that the work has been done.
- v. To discuss action taken to reduce dog fouling
The Clerk reported that Leigh School ran a competition of drawings but only three people entered the competition. Dan Eaton thought that this was because the children have had a lot to do, and suggested that the competition is run again in the autumn. The Clerk advised that people can only report dog fouling online via the SDC website. There is a dog bin at the end of Greenview Avenue, but Cllr Provan said that it is often very full. Members agreed that the children's signs should have an impact and they also asked the Clerk to investigate the provision of some permanent signs. The Clerk and Cllr Provan to liaise and prepare a piece for the September parish magazine.
- vi. Hedge at Well Close
The Clerk reported that she has received complaints from residents regarding the way that KCC has cut this hedge back. Clerk to forward email and photographs to the Landscape Officer at KCC and ask him what can be done to improve the hedge.

54. Rights of Way

- i. To hear ROW committee report
Cllr Kaye reported that three people will attend the training day for Countryside Access Wardens. Cllr Kaye also said that he cut back the vegetation on the footpath crossing the airfield in Chiddingstone Causeway. Clerk to ask Nicky Biddall at KCC whether KCC will devolve the funding for cutting this path so that the Parish Council can take on its maintenance. To be discussed further in September.
- ii. To hear update regarding occurrences of inappropriate behaviour on SR430
Cllr Kaye reported that the situation is worsening but luckily the Police have taken an active role in visiting the location regularly and have offered to put up CCTV signs. The Clerk reported that she has spoken to the school so that they are aware of the situation. Cllr Kaye has asked The Highways Agency to consider closing the carpark on the A21.
- iii. To hear update regarding the request for a permissive path at Paul's Hill Cottage
None.

55. Affordable Housing: To hear update regarding the Leigh Affordable Housing Scheme

The Clerk reported that she has created a spreadsheet of the possible sites for a small scheme of affordable housing, and has plotted each individual site on a map. Members have assisted with landownership details. List and maps to be sent to SDC for their comments.

- 56. Aviation:** To hear report of the High Weald Councils Aviation Action Group
Cllr Stratton-Brown reported that he is in the process of arranging a meeting with GAL and residents of Hever who are particularly badly affected by aircraft noise.
- 57. Leigh Village Halls report**
None.
- 58. Aged Persons Dwellings**
The Clerk reminded Cllr Stratton-Brown and Cllr Marchant to visit no.2 The Bungalows and look at the path and step.
- 59. 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: Kent Police:
 - There has been an increase in the number of Ford Transit vans being broken into. Please where possible remove valuables and tools from these vehicles or fit extra devices to prevent the doors being forced. Items can be registered for free at <https://www.immobilise.com> which helps to return stolen property to the rightful owner.
 - Crandalls, Leigh - on Wednesday 24th May between 12:45pm and 5:00pm, a blue & red Spidermark bike and a red & black chunky motorbike style bike had been stolen.
 - Hildenborough Road, Leigh - between 10:00am on Tuesday 25th April and 11:34am on Thursday 25th May, mail was stolen from an outside mailbox at a residential property.
 - ii. Item 8: SDC News Releases:

Council's new housing strategy to focus on younger and older residents: Following the largest ever consultation of residents in the Sevenoaks District, SDC is now releasing its draft housing strategy for the public to comment on. The strategy focuses on the areas that residents have said are the most important to them in terms of housing such as a focus on help for young people and first time buyers. The draft strategy also aims to provide greater support to older people by helping them downsize to more suitable accommodation or helping those who choose to remain in their homes to stay safe and independent. Although not a huge issue within the District, the draft strategy also targets bringing empty homes back into use so there is less reliance on new developments. The new strategy is needed as the District faces a growing older population and the problems being faced by younger residents and others being unable to get on the housing ladder.

Local unsung heroes receive recognition for making it happen: Sevenoaks District Council brought back the Community and Voluntary 'Making It Happen' awards for a third year as 10 winners chosen from numerous entries picked up their awards at The Stag Theatre on 14 June. Len Goodman presented the awards as individuals and groups were recognised for their work before an audience of almost 200 people. The winners are as follows:

 - Best Business – Fahim's Restaurant in Swanley.
 - Best Family Friendly Business – Sevenoaks Bookshop and Waitrose, Sevenoaks.
 - Charity of the Year – Sevenoaks Community First Responders.
 - Charity Project of the year – ECTreme Youth Club, Edenbridge.
 - Best Community Club – Sevenoaks Volunteer Transport Group.
 - Community Safety – Charlie McCready, Brasted Speedwatch.
 - Individual Community Champion - Stephanie Harrison.
 - Lifetime Achievement - Edward Oatley.
 - Sport Health and Wellbeing – Sevenoaks Archery Club.
 - Young Volunteer Award – Lewis Morris.
 - iii. Item 10: Email from Jane Steare: "thank you very much for dropping a cheque round to Bell Cottage yesterday, that is very kind of you. Unfortunately, as soon as the triangle flower bed was weeded the Electricity Board came to do work on the Sub Station and plonked all their equipment all over the hollyhocks that I had planted behind the bench! They have now finished the work, so I will started weeding the big triangle border again and plant the plants that I bought.

“The triangle bushes have all grown a lot since they were trimmed by Tony and will need doing again soon. I wonder what the position is for the Parish Council trimming them? The man I used was really good and took such pride in his work. Behind the bus shelter there is some guttering missing which needs to be replaced as the water just pours everywhere!” Members agreed that Robin Croft should continue to cut the hedge, and asked that he keeps it well maintained, and Cllr Croft to repair the guttering on the bus shelter.

- iv. Item 11: Minutes of the KALC Sevenoaks branch meeting held on 9th June.
- v. Item 12: Email from Ian Vincent regarding potholes in The Green Lane. The Clerk reported that this has been sent to David Boorman at SDC who has forwarded it onto his facilities manager.

60. To hear update regarding resident’s request for provision of a small skate and scooter trick area

The Clerk reported that she has contacted Hildenborough Parish Council but has yet to receive a response. Clerk to advise resident that the Parish Council are still considering this matter.

61. Finance:

- i. To discuss the CIL income and consider possible projects that could be funded by this income
The Clerk reported that Simon Taylor at SDC has asked their legal department to comment on the types of project that CIL income can be used for, but he hasn’t received a response. Clerk has chased several times.
- ii. To consider request for grant towards the purchase of a portable PA system, approx. £550 + VAT
The Clerk reported that the Finance Committee approved the purchase of a Behringer Europort PPA2000BT 8 Channel Portable PA System for £525 + VAT. The equipment would be covered by the Leigh Scouts insurance policy and would be available for all village activities.
- iii. To consider application for grant from Leigh PCC towards the printing of the parish directory
Cllr Johnston proposed that a grant of £300 be made to Leigh PCC. This was seconded by Cllr Croft and all were in favour.
- iv. 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.
- v. The Clerk reported that a VAT repayment of £12,685.12 has been received.
- vi. Cllr Marchant undertook to review his quote on the project to improve the kerbing outside Elizabeth Cottage, and members agreed that an application for grant towards this work should be made to County Cllr Lake’s members’ fund.

62. To agree date of next Parish Council meeting

Members agreed that the next meeting will be on Monday 4th September unless any urgent matters require a meeting to be called in August.

63. Items for reporting or inclusion in future agenda

None.

The meeting closed at 9.25 pm.

Signed

Date

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

Date	Cheque	Payee	Detail of payment	Amount Inc. VAT	VAT
03.07.17	1839	Clerk	Salary	£686.82	
03.07.17	1840	HMRC	PAYE	£253.39	
03.07.17	1841	Clerk	Mileage, petty cash & work from home allow	£129.10	
03.07.17	1842	KCC	Pension contribution	£273.69	
03.07.17	1843	KALC	Good Councillors Guide	£33.31	£0.57
03.07.17	1844	SDC	Emptying dog bins April-June 2017	£480.48	£80.08
03.07.17	1845	Chiddingstone PC	Share Clerk costs for HWCAAG	£69.75	
03.07.17	1846	Gear4Music	New Portable Public Address System	£630.00	£105.00
03.07.17	1847	PCC of Leigh	Grant	£300.00	
03.07.17	1848	Mr P. Croft	Mowing	£165.00	
Total				<u>£3,021.54</u>	<u>£185.65</u>