

LEIGH PARISH COUNCIL

MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL HALL, HIGH STREET, LEIGH ON MONDAY 2ND JULY 2018 AT 8.00PM

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

Open Session

Public Session

Mr Craig Sheach attended the meeting in order to discuss the details of his planning application at Tanglewood. Mr Sheach described the proposal in detail. Cllr Kaye advised that SDC is the planning authority and the Parish Council is only a consultee in the planning process. Mr Sheach asked members to consider amending the comment already submitted and advised that the planning officer is able to extend the deadline if he, as the applicant, requests it. Members agreed to consider the matter under Planning. Mr Sheach left the meeting at 8.25pm.

Report by County and District Cllr Lake

County Cllr Lake reported that there will be a public meeting on Wednesday 4th July from 19.00 to 21.00 at The Stag Community Arts Centre in Sevenoaks. The Clerk advised that she is attending the parish seminar on Thursday 5th July at the Mercure Hotel in Tunbridge Wells. C.Cllr Lake said that 97% of bus services are subsidised by KCC. D.Cllr Lake advised that the family he has been helping have now thankfully been offered a home by WKHA in the village, which they have accepted. Cllr Marchant thanked D.Cllr Lake very much for all his help and support on this matter. C.Cllr Lake reported that the approval has been given for the grant from his member's fund towards the repair work on the edge of The Green, and the Clerk confirmed that the funding has been received. Members thanked C.Cllr Lake very much for his support and his approval of this grant. The Clerk advised that the Historical Society grant application form will be submitted tomorrow. C.Cllr Lake advised that he is pursuing the 20mph zone around Leigh School, and confirmed that street lights and a village gateway will not be required. Members agreed that a Safer School Zone sign is not required at this stage. C.Cllr Lake undertook to discuss the details of the scheme with the Parish Council before any decision is made. C.Cllr Lake said that he has had no response from Peter Clifton at Bellway and undertook to contact Nick Brasier who responded quickly to the query raised by the Clerk, and would report back to the Parish Council once progress has been made and a meeting arranged.

Closed Session

45. **Apologies for absence** were received from Cllr Britain and Cllr Smith and members accepted their reasons for absence. Cllr Johnston was absent.
46. **Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**
Cllr Croft declared a DPI in any discussion regarding the application at Tanglewood as he works for the applicant.
47. **The minutes of the Leigh Parish Council Meeting held on 4th June 2018** were approved and duly signed. Proposed by Cllr Stratton-Brown, seconded by Cllr Satterley, and all were in favour. The Clerk reported that a resident has made a comment regarding the inclusion of subjective statements about businesses or individuals in the parish minutes, when those businesses or individuals have no right to reply, in particular a comment regarding WKHA made by D.Cllr Lake. Members asked C.Cllr Lake to comment and he stood by his comment, members agreed and the minutes were approved without change. County & District Cllr Lake left the meeting at 8.40pm.

48. Planning

i. To consider applications received

- i. SE/18/01778/HOUSE: The Woods, Hildenborough Road, Leigh TN11 8NA - demolition of existing storage barn with replacement ancillary building. Members did not oppose the re-building of the existing storage barn but there was some concern about the choice of materials to be used as they are not in keeping with the Leigh Village Design Statement.
- ii. SE/18/01773/LBCALT: White Post Oast, Tonbridge Road, Chiddingstone Causeway TN11 8JH - internal alterations, installation of new bi-fold doors and installation of 5 new rooflights. Members supported this application.
- iii. SE/18/01928/HOUSE: 9 Hollow Trees Close, Leigh TN11 8QF - erection of part two storey, part single storey side extension and single storey rear extension incorporating two rooflights. Cllr Marchant undertook to visit the site, to consider the application in more detail, and to send his recommendation to members and the Clerk in due course.
- iv. SE/18/01627/HOUSE: Tanglewood, Scabharbour Road, Hildenborough TN11 8PJ - demolition of existing rear extension, chimneys, front and rear porches and main roof. Replacement with new gabled roofs, rear extension and front porch. The Clerk reported that the comment already submitted was: "Leigh Parish Council objects to this application due to excessive scale of development and inappropriate development in the Green Belt. The application was very confusing and not easy to read. There are already two permitted development approvals in place on this site, and this current application would cause the site to become over-developed." Members understood that the applicant has permitted development rights to enlarge the property but the applicant feels that the design is unattractive. If this planning application is approved, the property would be less intrusive, more attractive visually and slightly smaller than if the property was enlarged under permitted development. However, members had grave concerns about the enlargement of this property by more than the 50% allowable under planning policy, which would constitute inappropriate development in the Green Belt. Members agreed to submit a further comment to SDC to say that the Parish Council still objects to this application due to inappropriate development in the Green Belt, as the proposal would be over 50% in size of the original dwelling. The Parish Council finds the contradiction in allowances under planning and permitted development in the Green Belt to be unacceptable.
- v. SE/18/01995/WTPO: Gowers, The Green, Leigh TN11 8QL: removal of three branches from 1 ash tree with a TPO. Application refused for the following reasons: "Consent is denied as it is felt that the proposed works are excessive. The proposed branch removals would result in the formation of large pruning scars to the main stem of the Ash tree. This could allow entry to decay fungi, which in turn could result in its demise. Consent is granted to cutback the offending branches by no more than 3m, with a condition that these branches are cutback to suitable growing points."

ii. To report SDC planning application decisions

- SE/18/01066/CONVAR: 1 Cherry Tree Cottages, The Green, Leigh - variation of condition 2 (materials) of SE/17/03399/HOUSE to drop kerb to create a new vehicular access and parking with amendment to materials used. Application approved.
- SE/18/01032/FUL: Land West of Hale Oak Farmhouse, Hale Oak Road, Sevenoaks Weald - conversion of agricultural building to a single dwelling, with new fence and replacement gates. Application approved.
- SE/18/01293/HOUSE: Corawell, Kiln Lane, Leigh - demolition of existing upvc conservatory; construction of new single storey extension and conversion of existing integral single garage. Application approved.
- SE/18/01326/HOUSE and SE/18/01327/LBCALT: Chilling House, High Street, Leigh - extend over existing ground floor extension, alterations to rear roof, fenestration to side and internal alterations. Application refused. Reason: The proposed development will harm the historic significance of the heritage asset.
- SE/18/01124/HOUSE and SE/18/01125/LBCALT: The Firs, High Street, Leigh - partial demolition of rear extension. Erection of a part 2 storey and single storey rear extension with rooflight. Application approved.

- iii. To hear report of the SDC Draft Local Plan
The Clerk reported that the SDC Planning Advisory Committee discussed the Draft SDC Local Plan at their meeting on 19th June. The Committee approved the Draft Local Plan and recommended that it should be considered and approved by SDC Cabinet at their meeting on 12th July, and it will then go to consultation. The following sites were mentioned in the Draft Local Plan:
 - i. HO59: Land at Greenview Avenue, Leigh. SDC conclusion: Not for inclusion in the plan (site specific issues cannot be overcome)
 - ii. HO240: Land south of Applebys, Tonbridge Road, Chiddingstone Causeway. SDC conclusion: Not for inclusion in the plan (unsuitable location for development)
 - iii. HO302: Land south of Peshurst Road and west of the allotments, Leigh. SDC conclusion: Not for inclusion in the plan (site specific issues cannot be overcome).

49. **The Green:**

- i. To hear update regarding the programmed improvement works to The Green
The Clerk reported that Bourne Amenity have now scheduled the improvement work to the wet boggy part of The Green for this Thursday (Clerk's note: this will now take place on Monday 16th July). There will be no charge for this work as agreed. Ian Bishop has advised that the application of sand in the autumn was very poorly administered.
- ii. To hear update regarding the verge works outside Elizabeth Cottage
The Clerk reported that the grant from C.Clr Lake's Members' Fund has been received £4,625.
- iii. To hear update about improvements to the edge of The Green
The Clerk reported that the work has been completed on the edge of The Green opposite the APDs and a new oak post has been installed on the corner. An invoice for £5,350 + VAT for both jobs has been received. Members approved that this expenditure would be taken from the Parish Council's CIL fund.
- iv. The Veteran Oak Tree
Cllr Croft reported that he is arranging for a quote to lay sleepers around the base of the tree on the edge of the canopy, and this will be discussed at the September Parish Council meeting.
- v. Fun Fair
Members agreed that the fun fair did not adversely affect the condition of The Green, and the ground was still in good condition.
- vi. Litter
Members were concerned about the amount of litter that accumulates after the fish and chip van has visited. Clerk to ask the fish and chip man to provide a bin and remove all associated litter.

50. **Charcott:**

- i. To discuss fly tipping on Charcott Green
The Clerk reported that this is not fly tipping but there is an orange village hall chair and some posts on The Green in Charcott, and undertook to ask Mr and Mrs Lake to put the chair out with their refuse for collection by the bin men. Cllr Croft undertook to collect the three posts that are under the tree.
- ii. To hear report of defibrillator training in Charcott
The Clerk reported that Kate Lake has advised that the defibrillator training with the Sevenoaks Community Responders team took place on Tuesday 26th June in The Greyhound, Charcott. 12 adults and 7 children attended. The event was enjoyable yet educating and thought provoking.

51. **Powder Mills**

- i. To discuss highway issues in connection with the Old Powder Mills development
 - i. Permanent barrier between Powder Mills and the Old Powder Mills development – some new oak posts have been installed.
The following issues to be discussed at meeting with KCC, the Parish Council and County Cllr Lake:
 - ii. Powder Mill Lane repair to verges and ditch.
 - iii. Speed reduction to 20mph through the Old Powder Mills development.
 - iv. Speed reduction on Powder Mill Lane.

- ii. To hear update regarding the possible provision of a defibrillator in Powder Mills
Cllr Skipper reported that he has not heard back from Peter Clifton on this matter and undertook to contact Nick Brasier.

52. Highways & Environment

- i. To discuss the hedge at Well Close
The Clerk reported that she still has not had a response back from KCC despite chasing.
- ii. To discuss the Oak Tree and hedge by the entrance to The Forstall
The Clerk reported that she and Cllr Kaye met the resident and looked at the tree and overgrown vegetation at the end of her garden. The resident has asked WKHA to cut back parts of the tree, but they have said that they have investigated the concerns and closed the enquiry. The Clerk has written to WKHA asking to meet them on site and to reiterate the resident's concerns. The tree is on unregistered land. KCC Highways have investigated and found that there are no structural weaknesses to the tree that would have an impact on the highway and has closed the case. Cllr Kaye has asked the adjoining landowner whether it would be possible to cut back some self-seeded ash trees and remove a dead tree on the boundary, and for the resident to clear the vegetation on her side of the leylandii trees. The resident has called today to say that her nephew has reduced the hedge both in height and width, and has cleared the vegetation at the end of the garden, not touching the leylandii. There has also been an email from WKHA that says that they will arrange for their grounds maintenance contractor Arboriculturalist to carry out an inspection of the tree and advise if they feel any work is necessary to protect people and property. As an adjacent land owner WKHA does have a right to protect its tenants and property by cutting back or pruning overhanging branches and removing dead wood.
- iii. To discuss the future maintenance of The Old Burial Ground
The Clerk reported that Bill Coulstock took this on as part of his maintenance of The Royal British Legion. Members asked Peter Croft to cut the grass three times a year, and approved the expenditure. The regularity of cuts to be monitored.
- iv. To discuss cutting the hedges at the end of Church Hill
Members asked Robin Croft to cut the hedges and remove the weeds.
- v. Blocked drain under Powder Mill Lane
The Clerk reported that Spurdawn Limited have emailed as follows: "We bought 1-22 Garden Cottages in 2016 and we are in the process of updating the cul-de-sac, this includes water supply and drains. When it rains heavily, the entrance to the cottages floods, thus cutting off our older residents who wish to access the village on foot, in addition, the UK Power Network Distribution box is positioned here and when the water rises will ingress the box and short the power to the properties. We have employed the services of drainage experts to clear the blockage within our pipework but it was confirmed yesterday that the problem definitely lies with the pipework running under the road (Powdermill Lane) where there appears to be blockage in the pipework running from the entrance to Garden Cottages in the direction of Forstall." This has been logged onto KCC website under reference 367556. The Clerk undertook to chase this in due course.
- vi. TPO map
The Clerk reported that SDC is sending a large map showing all the TPOs in the parish, plus a soft copy version.

53. Rights of Way

To discuss taking on the maintenance of SR416 across the airfield in Chiddingstone Causeway

The Clerk reported that KCC finally cut the path, but it was severely overgrown.

KCC has just entered into a five year contract with a new contractor and therefore devolved funding will not be available. Members agreed to allow KCC to continue to do their two cuts a year.

The Parish Council will do an early cut to ensure that it does not get too overgrown, plus another cut mid to late season, to supplement the KCC cutting programme.

54. To discuss the Leigh Conservation Area Appraisal

The Clerk reported that a walkabout of the village will be undertaken on Thursday 12th July at 10.30am, meeting at the lychgate.

Cllr Kaye, Cllr Marchant and Cllr Smith said that they hope to be available. The Clerk has to attend a Licensing Hearing at SDC on that day and cannot attend.

55. To discuss the possible refurbishment of the Leigh Cricket Pavilion

Cllr Kaye reported that he and Cllr Smith met Ian Bishop recently to discuss the possible refurbishment of the pavilion, and he confirmed that the Cricket Club is completely in support of the project. The Clerk reported that Locality are offering help with the following grant opportunities:

- i. Bright Ideas Fund: this fund supports new community business ideas through the start-up and planning stages with tailored business support, to the implementation stage with grants of up to £15,000. The Bright Ideas Fund is funded by Power to Change, the independent trust supporting community businesses in England, and delivered by Locality, the national network for community organisations. The Bright Ideas Fund closes on Tuesday 31 July.
- ii. Spacehive: this is the world's first crowdfunding website for civic projects.
- iii. Sport England Community Asset Fund: this is a programme dedicated to enhancing the spaces in the local community that give people the opportunity to be active.

It was agreed that the Clerk would arrange for the representative of Locality to meet the Parish Council and the Cricket Club so that these funding opportunities could be further discussed.

56. Affordable Housing

- i. To hear update regarding the Leigh Affordable Housing scheme

The Clerk reported that a meeting was held with English Rural Housing Association on Tuesday 12th June, and Cllr Stratton-Brown, Cllr Satterley, Cllr Smith and Cllr Britain attended this meeting with the Clerk, Alison Thompson from ERHA and Tessa O'Sullivan from ACRK. The Parish Council's long list of sites were looked at both on paper and on foot, and a short list of sites were agreed. ACRK has now written to the landowners to see if the sites are available. The Clerk reported that the draft SDC Local Plan consultation dated July 2018 states:

"Policy 10 – Proposals for housing in rural areas to meet a specific local need will be permitted as an exception to other Local Plan policies providing the following criteria is met:

1. The local need has been identified in an up to date rural housing needs survey;
2. The local need identified cannot be met by any other means through the development of non Green Belt sites within the parish or, where appropriate, in the adjacent parish; and
3. A thorough site options appraisal has been carried out.

The Council expects rural exception housing schemes to provide 100% local needs housing to meet identified needs. However, on rare occasions proposals may include an element of market housing to facilitate delivery. In these circumstances, the applicant will need to demonstrate to the satisfaction of the Council that a scheme that doesn't rely on market housing has been fully considered, why it has been discounted or considered to be unviable. Where the Council is satisfied that an element of cross-subsidy is required, the market housing will be required to meet identified needs including housing for essential workers, older people and plots for self build. Proposals for increasing the provision of almshouses will be supported where a local need is identified."

- ii. To discuss the event on The Green on Friday 6th July as part of Rural Housing Week

The Clerk reported that SDC is hosting an event on The Green in Leigh on Friday 6th July as part of Rural Housing Week. The chairman of SDC, Pat Bosley, will be there from 10am to 1pm, and Tom Tugendhat is coming in the afternoon from 3pm to 4pm. SDC wants to discuss the Safe Shop scheme with the Fleur, this scheme helps dementia sufferers.

57. Aviation:

To hear report of the High Weald Councils Aviation Action Group

Cllr Stratton-Brown reported that the community groups all feel that the Noise Management Board is not effective.

58. Emergency Planning:

To consider drawing up a list of key people who could be contacted in an emergency

Cllr Kaye suggested that it would be useful to have a list of key people who could be contacted if there was a major incident; doctors, nurses, farmers, people with a foreign language, people who would be willing to care and feed people. Clerk to obtain a copy of the Edenbridge Emergency Plan, and item to be discussed further.

59. Leigh Village Halls report

None.

60. Aged Persons Dwellings

None.

61. 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: KALC: Annual Councillors Conference on Tuesday 10th July 9am to 4.30pm at West Faversham Community Centre. Cost £60 + VAT per delegate.
- ii. Item 3: KCC: The Big Conversation: "We want to find out if there is a better, more sustainable way of providing transport to rural communities not currently served by commercial operators. We want to explore this in conversation with a number of stakeholders. We are working with transport and technology providers, District/Parish/Town Councils, stakeholder organisations and communities across Kent to identify potential ideas to develop new ways of delivering rural transport. Once we have explored potential ideas with the market and completed engagement with residents, future delivery models will be further developed.

The Programme: As part of this programme we will be holding public meetings throughout the county to explain the potential ideas and encourage feedback from residents.

Consultation: The consultation was launched today and will be open for 8 weeks concluding on 8th August 2018. This is an opportunity for all residents and other stakeholders to have their say on the Big Conversation. We want to hear about the use of public transport and the journeys taken, the priorities for a sustainable rural transport service, the thoughts on the 3 initial ideas, and any additional information needed for shaping the services for the future. Full details of the consultation and how to complete the questionnaire (online or hard copy) can be found at www.kent.gov.uk/bigconversation.

Public meetings in each district will take place between 19:00 and 21:00 on:

- Wednesday 4th July: Stag Community Arts Centre in Sevenoaks TN13 1ZZ
- Thursday 5th July: Borough Green Village Hall, TN15 8DG
- Wednesday 11th July: The High Weald Academy, Cranbrook TN17 2PJ (postponed)

Parish Seminar Meetings: We will be facilitating Parish Seminar meetings which will allow county members and parish councillors in each district to attend specific sessions. This is an opportunity for the programme team to present further information which will encourage further discussions about these ideas. The Clerk reported that she will attend the event on Thursday 5th July 13:00 to 16:00 at Mercure Hotel, Tunbridge Wells.

- iii. Item 4: CPRE Committee Report 2017/18.
- iv. Item 5: KALC Sevenoaks Branch – minutes of meeting held on the 29th May.
- v. Item 6: Kent Tree & Pond Partnership - details of some of the upcoming events for Kent Tree and Pond Wardens.
- vi. Item 7: Email from resident regarding the damage to verges along Powder Mill Lane.
- vii. Item 9: Email from Pat Bosley, Chairman of SDC: "In October we have Mental Health Day on Wednesday 10th and I am looking to see if we can encourage local communities to come together to acknowledge that social interaction stimulates wellbeing, combats loneliness and adds to better health and a feel good factor."
- viii. Item 10: SDC News Release: The SDC organised rides are aimed at people who may be new to cycling or have not been on a bike in a while or just lack confidence. They are also open to all, especially families with small children. Rides take place on the following days:

Sunday 22 July, 10.30am – Knole Park	Wednesday 29 August, 10.30am – Brands Hatch
Sunday 12 August, 10.30am – Knole Park	Wednesday 29 August, 2pm – Brands Hatch
Tuesday 28 August, 10.30am – Brands Hatch	Sunday 2 September, 10.30am – Knole Park
Tuesday 28 August, 2pm – Brands Hatch	Sunday 16 September, 10.30am – Knole Park

Places must be booked in advance at SDC: 01732 227000 or communities@sevenoaks.gov.uk.

- ix. Agenda for the KALC Sevenoaks Branch meeting to be held on Tuesday 31st July at 7.30pm at Sevenoaks Town Council offices.

62. Finance:

- i. To hear update regarding CIL income
 - i. The Clerk reported that the CIL income received was just for the 5 additional units on the Old Powder Mills development. The remainder of the development was covered by a S.106 agreement. The payment of CIL is due within 60 days of commencement of the development, and not on the completion of development.
 - ii. There is a brand new Community Infrastructure Levy Interactive Tool now available on SDC’s website. The tool shows all developments which have made CIL contributions and where these developments are located. It also calculates how much CIL contribution will be paid to each Town and Parish Council within a particular payment period. All information displayed will be provided in real time, meaning that Town and Parish Councils will have better certainty of the amount to be paid at the end of each period. The tool currently displays all past contributions collected between April 2015 to the end of March 2018 as a total sum. From April to September 2018 onwards, more detailed information is available, with the ability to view the developments which contributed to that payment.
- ii. To hear update regarding the funding of the Parish Archive Cupboard
The Clerk reported that C.Cllr Lake has approved the funding of £1,000 from his member’s fund, and the Clerk has completed a form on behalf of the Historical Society.
- iii. To approve membership renewal to Aviation Environment Federation: £36
Cllr Stratton-Brown proposed that this membership be renewed, this was seconded by Cllr Kaye and all were in favour.
- iv. To approve list of payments
Cllr Satterley proposed that the list of payments be approved. This was seconded by Cllr Skipper and all were in favour. Cllr Kaye and Cllr Britain to authorise the payments online.

63. To discuss the new leighkent.org.uk email addresses for members

Cllr Kaye asked that the members who have not yet activated their new email address to do so please as soon as possible as contact through personal emails will stop very soon.

64. Items for reporting or inclusion in future agenda

- i. The Clerk reported that the Bulk Refuse Freighter will visit Leigh on Saturday 14th July from 12.45pm to 1.30pm at Crandalls.
- ii. The Clerk reported that the Leigh play event will be on Friday 3rd August from 2pm to 5pm on The Green.
- iii. Cllr Stratton-Brown said that the new style black sacks are very poor quality. Clerk undertook to give Cllr Stratton-Brown a new roll.

The meeting closed at 10.25 pm.

Signed

Date

**LEIGH PARISH COUNCIL
LIST OF CHEQUES
July 2018**

Date	Payment Number	Payee	Detail of payment	Amount Inc. VAT	VAT
02.07.18	37	Clerk	Salary	£686.82	
02.07.18		HMRC	PAYE (not due as credit on PAYE account)	£253.39	
02.07.18	38	Clerk	Mileage, petty cash & work fm home allow	£132.95	
02.07.18	39	KCC	Pension contribution	£273.69	
02.07.18	40	Chiddingstone Causeway VH	Hall hire 12.06.18	£8.40	
02.07.18	41	AEF	Membership renewal	£36.00	
02.07.18	42	SDC	Dog bin emptying charge	£546.00	£91.00
02.07.18	43	R. Marchant & Sons Ltd	Kerbing work and new post The Green	£6,420.00	£1,070.00
02.07.18	44	Mr P. Croft	Mowing	£250.00	
Total				<u>£8,607.25</u>	<u>£1,161.00</u>