

## LEIGH PARISH COUNCIL

### MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL HALL, HIGH STREET, LEIGH ON MONDAY 6<sup>TH</sup> JUNE 2016 AT 8.00PM

---

**PRESENT:** Cllr. C. Stratton-Brown (Chairman), Cllr P. Croft, Cllr A. Johnston, Cllr G. Marchant, Cllr L. Provan and Cllr S. Smith,  
**APOLOGIES:** Cllr B. Doherty, Cllr J. Kaye and County Cllr Pearman  
**IN ATTENDANCE:** Mrs L. Kleinschmidt (Clerk), District Cllr Lake and members of the public.

#### Open Session

##### Report by District Cllr Peter Lake

District Cllr Lake reported that the SDC refuse collectors have made a plea for all rubbish bags to be put out at the roadside on the morning of the collection, rather than the night before, as foxes and birds are going through the bags and making a mess.

##### Questions from members of the public

1. David Furneaux firstly wished to thank the Parish Council for their generous grant forwards fixture costs as the football club has been unable to play on The Green this season for the majority of matches. Leigh Football Club are the League champions this season and are also the runners up in the Tunbridge Wells Charities competition. This is a fantastic result and this is due to a great team, the strongest that Leigh has had in the last 20 years. Members congratulated the team on such a successful season, and thanked David for organising the club. David asked for an update on the project to improve The Green and asked for the contact details of the Project Manager as the Football Club has lots of questions about the work. The Clerk undertook to ask Rob Swallow and respond to David as soon as possible.
2. Chris Rowley said that the cluster of small oak trees on the hill opposite the shop have been reduced. He also asked if the caravan parked on The Green for the fun fair could perhaps be moved slightly to improve visibility? Chris asked if the Cricket Club could roll The Green in the next few weeks as the ground is soft and the fun fair will create some ruts, and whether consideration could be given by the ROW Committee to possible footpath requests for Hall Place when the purchase is complete.

#### Closed Session

24. **Apologies for absence** were received from Cllr Doherty and Cllr Kaye, and members accepted their reasons for absence. Apologies for absence were also received from County Cllr Pearman.
25. **Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**  
Cllr Marchant declared a DPI in items 28(iii) and 30(ii) as his company is providing a budgeting quote for the work.
26. **The minutes of the Leigh Parish Council meeting held on 9<sup>th</sup> May 2016** were approved and duly signed. Proposed by Cllr Johnston, seconded by Cllr Provan and all were in favour.
27. **Planning**
  - i. To consider applications received  
The Clerk reported that, during the month, the Planning Committee has agreed and submitted the following comments to SDC:
    - i. SE/16/01263/LBCALT: 9 The Square, High Street, Leigh TN11 8RJ - knocking through of internal wall between kitchen and utility room. Removal of existing gas flue and insertion of new repositioned gas flue. Tooothing out of poorly matching bricks and replacement with matching bricks. Insertion of woodburner within lounge and associate chimney works including new chimney pot bird/rain cowl. Members supported this application.

- ii. SE/16/01296/HOUSE: Prices Farm, Penshurst Road, Leigh TN11 8HR - demolition of existing conservatory and erection of rear single storey extension for use as garden room. Members supported this application.
- iii. SE/15/03157/HOUSE: The Priory, Scabharbour Road, Hildenborough TN11 8PJ - demolition of existing greenhouse and replace with oak framed three bay garage and log store (amended elevations, floor and block plans). Members neither supported nor objected to this application and had no objection in principle but expressed concern that the floor area seems to exceed the rule for the Green Belt.
- iv. SE/16/01209/HOUSE: Hale Oak Farm Oast, Hale Oak Road, Sevenoaks Weald TN14 6NQ - erection of a two storey side extension with balcony. Erection of two porches to front and rear of the property, with various internal and fenestrations alterations. Creation of new paved terrace (neighbouring parish). Members had no objection to this application providing that Sevenoaks Weald Parish Council had no objection.

ii. To hear update regarding construction vehicles using Powder Mill Lane

Cllr Stratton-Brown asked D.Cllr Lake if he has any comments. D.Cllr Lake advised that Bellway, the developers of the Old Powder Mills scheme, is well aware of the Parish Council's concerns but they cannot be responsible for the contractor's drivers. Cllr Stratton-Brown said that the Demolition Management Plan included restrictions on hours that the vehicles could drive through the village in order to avoid school times. D.Cllr Lake said that the Construction Management Plan was passed by SDC officers in January 2016 with no consultation with the Parish Council or him as district member. D.Cllr Lake undertook to raise this with SDC as it is not acceptable that so much consideration was given for the demolition phase but none for the construction phase.

iii. Notification of planning decisions

- SE/16/00785/HOUSE: Oakfield Farm, Powder Mill Lane, Leigh - erection of a two storey rear extension and balcony. Application approved. D.Cllr Lake advised that an amended application was submitted by the applicant which took the size of the extension down to an acceptable 41%, but this amendment did not come to the Parish Council for comments.
- SE/16/00842/LDCEX: Little Coppings, Coppings Road, Leigh - to establish that the site has been used as a Sand School for more than 10 years. Application approved.
- SE/16/00843/CONVAR: Little Coppings, Coppings Road, Leigh - removal of condition 5 (ensure only for the benefit of the applicant) of application reference SE/94/1625 to erection of a revised stable block. Application approved.
- SE/16/00504/HOUSE: 33 Penshurst Road, Leigh: proposed two storey side extension, single storey rear extension with roof lights and part demolition of existing outbuilding. Alterations to fenestrations and external tile hanging around the first floor of dwelling. Application withdrawn.
- SE/16/00864/LBCALT and SE/16/00865/HOUSE: 1 Home Farm Close, Leigh - erection of a single storey infill extension. Existing openings to be used for access, with all existing surfaces to be unaltered. Application approved.
- SE/16/01032/HOUSE: 11 Powder Mill Lane, Leigh TN11 9AP - demolition of existing conservatory to allow for the construction of a 2 storey rear and side extension with instillation of roof lights. Alteration to rear flat ground floor bathroom roof to pitched roof. With various internal and fenestration alterations. Application withdrawn.
- SE/15/03336/HOUSE: 1 Charcott Green Cottages, Charcott, Leigh - the erection of a rear extension. Application approved.

Notification of appeal:

Planning Inspectorate APP/G2245/D/16/3151150: 1 Hollow Trees Close, Leigh TN11 8QF – the proposal is for the erection of a single storey side extension. SDC has refused the application under reference SE/15/02920/HOUSE. The Parish Council's comment was: support, subject to SDC's tree officer being satisfied that trees at the site will not be adversely affected.

Notification of decision of appeal:

Planning Inspectorate APP/G2245/D/16/3145022: Fyldon, TN11 8HN - the proposal was for the 'Erection of an external 'lean to' to front. External alterations to include installation of tile pegs to North, East and West elevations.' The proposal was refused as the building had already been extended by over the 50% limit.

As such the proposed porch would amount to inappropriate development in the Green Belt. Whilst the inspector outlines that the scheme would not comply with the 50% rule referred to in the Allocations and Development Management Plan and thus ought to be considered to be inappropriate development by definition, he believes that the fact that the porch would improve the appearance of the property and provide a useful shelter are material considerations which outweigh the harm by reason of inappropriateness and loss of openness so as to amount to very special circumstances necessary to justify the development.

- iv. Orchard Lodge: the Clerk advised that there has been a grant of certificate of lawful use for a temporary caravan within the residential curtilage of this property. The Parish Council was not consulted on this application. The Clerk added that an extension is being built without a prior application for permission, and members were concerned as this property is within the Conservation Area. D.Cllr Lake undertook to raise this with SDC.
- v. Stidolphs Farmhouse annex in Eggpie Lane: Cllr Marchant reported that the annex was given lawful use as a separate dwelling, but there is now a sizeable extension being built, again without consultation or advice to the Parish Council. D.Cllr Lake also undertook to take this up with SDC and also to discuss with Tom Tugendhat, MP.
- vi. Brookside Barn: D.Cllr Lake advised that he is waiting for a response from the Chief Executive of SDC, Dr Pav Ramewal, and will advise the Parish Council accordingly in due course.

## **28. Highways & Environment**

- i. To discuss drainage and flood related issues including the Community Flood Plan  
Cllr Stratton-Brown reported that this is progressing.
- ii. To discuss speeding traffic, traffic calming measures, Speed Watch and a Speed Indication Device  
Cllr Stratton-Brown reported that a complaint has been received from a resident of Lower Green about how busy the traffic has become at peak times and how fast vehicles are driven. The Clerk reported that she raised this with Geoff Binham, KCC Highways Traffic Engineer who said: (i) “regard to a 20mph speed limit in Leigh, unless there is a significant pattern of crashes which could be attributed to speed then it is very unlikely to be funded, I won’t have the time to check for this until after I return. Your best bet is speed enforcement of the existing 30mph limit and/or forming a Speed Watch Group if none exists already.” (ii) “Further to my email of yesterday, I have received the crash data and I can confirm that there have been two crashes on these roads in the last three years within the 30mph speed limit, but there is no evidence to suggest that they were speed related. Therefore, this does not indicate that there is a safety problem here which could be reduced by lowering the speed limit. I should also point out that changing the speed limit to 20mph will only result in a 1-2mph drop in traffic speeds, therefore the speeding issue could potentially be even worse than it is currently. If you feel that vehicles are frequently contravening the 30mph speed limit, then this is an issue for Kent Police to address through carrying out enforcement in the area. I am sorry I cannot provide a more positive response at this time, but I can assure you that this location will continue to be monitored annually in order to identify and address any emerging safety issues.” The Clerk added that she has asked our PCSO, Laura Morris, to attend with her speed gun on Lower Green, Hildenborough Road, Powder Mill Lane, High Street and Penshurst Road, which she has agreed to do. The Clerk advised that she has investigated the cost of a mobile speed indication device, and a special speedwatch package will cost £2,150 + VAT, this includes tripod, data storage, battery and charger. If the Parish Council wished to start a Speed Watch campaign in the parish again, then sites will need to be assessed by KCC and members of the team will need to be trained. However, data could be gathered which could be handed to the police and could form the basis of evidence in an effort to obtain other speed reduction measures. Cllr Stratton-Brown said that road humps have been suggested by residents, but he is concerned about the noise they create by traffic slowing down and speeding up. D.Cllr Lake advised that street lights would be required for road humps which therefore discounts this as an option. The Clerk undertook to discuss with the PCSO in order to find out what would be the most effective option. Cllr Provan felt that a speed reduction to 20mph in the High Street would be effective, and it is proven to be effective in Scotland. She undertook to find out more information.

- iii. To consider quote to improve the edge of the green in Charcott damaged by vehicles  
The Clerk reported that she contacted Highways and their advice was for the Parish Council to undertake the necessary work to kerbing etc and they will then lay tarmac up to the new kerbs. Marchants budgetary quote last month was: to install relay kerbs on a strong bed, with half a metre of grasscrete behind so that the grass grows through but if vehicles are driven on it, it will not churn up the ground. To do one side of the triangle would cost approximately £4,000. Cllr Marchant said that it is most important to lay a strong bed of concrete under the kerbs to keep them secure. The work would take 3 to 4 days to complete and Cllr Marchant undertook to prepare a more thorough quote for consideration next month. In the meantime, Clerk to seek comments from residents.
- iv. To discuss the oak trees at Pippins and the insurance company's request to fell due to subsidence  
The Clerk reported that an email has been received from Lisa and John Srotyr regarding the oak trees at Pippins, Powder Mill Lane. "As you may be aware SDC gave permission for one oak tree to be felled and the other reduced by a third. We referred the matter to the insurance ombudsman and he decided that an independent engineer should be appointed and that both parties should agree to abide by his decision. We agreed to this and Brian Butcher from Richard Jackson was appointed and has prepared a report. He has said that the way forward is to either fell both oak trees or to underpin the property, although he has suggested that SDC would require evidence that the oak tree further away is also causing the subsidence. The insurance company has refused to underpin the property and, as the existing permission has expired, has confirmed that they have instructed their arboricultural agents to submit an application to fell both oak trees. They have confirmed that they will use Mr Butcher's report to assist the application. They say that the decision should be received at the end of July 2016. No doubt the Parish Council will be advised of the application in due course but we thought that we would advise you of the position at this stage. Unfortunately we think that we are nearing the end of the road on this and if SDC give permission, there will be nothing else that we will be able to do about it." An email of objection has also been received from Jonathan and Sarah Cook. Cllr Stratton-Brown proposed that the Parish Council sends a strong letter of objection to the Chief Executive at SDC, copied to Les Jones and D.Cllr Lake, stating that the Parish Council will not support the felling of these trees and the insurance company must be made to pay for underpinning. This was seconded by Cllr Smith and all were in favour.
- v. To hear update regarding the swathe & visibility cutting contract  
The Clerk reported that the work will be completed this week.
- vi. to consider applications for tree works  
SE/16/01384/WTCA: 1 Saxby Wood, Leigh TN11 8RR – various works to three birch trees in the Conservation Area. The Clerk reported that consent to crown reduce T829 & T831, both Birch trees, was denied. Birch trees are known to be intolerant of reduction works and SDC felt that the proposed crown reduction to both trees would cause them to die-back. At the time of inspection both trees appeared to be in a sound and healthy condition. SDC recommended that consideration is given to a crown thinning operation. Consent was granted to crown tidy T830, as requested.

## 29. Rights of Way

- i. To discuss membership and Terms of Reference for committee
  1. Role: The Rights of Way Committee is responsible for all matters relating to footpaths, bridleways, byways open to traffic and roads used as public paths (RUPP).
  2. Membership: An optimum of eight members, both Parish Councillors and members of the public. The Chairman of the Committee plus two other members must be Parish Councillors. Further members may be co-opted, subject to the approval by the Parish Council.  
Note – The Chairman and Vice-Chairmen of the Parish Council are ex-officio members of the Rights of Way Committee.
  3. Co-ordination: Co-ordination will be undertaken by the Chairman of the Committee, who will also ensure that minutes of the meetings are taken.
  4. Frequency of meetings: The Rights of Way Committee will meet 3 times a year, or more frequently if necessary.
  5. Quorum: The quorum for the Rights of Way Committee will be 4, at least 3 of whom must be Parish Councillors.

6. Vote: All members may vote on matters of opinion to help inform decisions of the Parish Council.
  7. Responsibilities:
    - a) To advise and make recommendations to the Parish Council over matters relating to establishing, re-establishing, protection, maintenance, closure, diversion or modification of Parish footpaths, bridleways, byways open to all traffic and roads used as public paths.
    - b) Where appropriate, liaise with and support the work of those with statutory responsibilities for maintaining the rights of way network. The committee may organise working parties to undertake maintenance and way marking. Working parties may consist of Parish Councillors and members of the public. The Committee will identify a leader who will be responsible for organising a specific working party, for the health and safety of those involved and for reporting back on work carried out.
    - c) In the event that any business may be confidential, the Committee may vote to hold a closed session from which members of the public may be excluded.
    - d) Trees and hedges on all Rights of Way.
  8. Reporting arrangements: The minutes of each Committee meeting will be distributed to the Parish Council and posted on the Parish Council website.
- Items falling outside the terms of reference should be referred to the appropriate committee or the full Parish Council.
- The Clerk reported that Cllr Kaye has agreed to chair the committee, and Cllr Doherty, Cllr Johnston and Cllr Provan will be on the committee. Members of the public will be sought. Chris Rowley offered to join the committee for which members were grateful. Cllr Johnston proposed that the Terms of Reference be accepted, this was seconded by Cllr Smith and all were in favour.
- ii. To hear update regarding the request for a permissive path at Paul's Hill Cottage  
Cllr Stratton-Brown reported that he has written to the Penshurst Estate with some suggestions, and he is awaiting a reply.

### 30. The Green

- i. To hear update regarding the programmed improvement works to The Green  
The Clerk reported that Rob Swallow has provided an update as follows:  
"I have had a meeting and two discussions with the project manager. They have prepared the tender document and that will be going to 4 companies in the next week or so. The latest the contractors would start would be late August. This would enable the drainage to be installed and the seeding would then have all of September and October to gain enough sunlight and moisture to take hold. It sounds as though the football club will lose most of the season and the cricket club may lose a couple of weekends. If the work is not carried out this year the likelihood is that we will lose the funding as it has to be spent this calendar year. I will invite the project manager to the July meeting if you would like?" Members agreed and Clerk to ask Rob to invited the Project Manager to the next meeting. Clerk to ask Rob whether the Project Manager will be happy to be approached by the Football Club and the Cricket Club so that their questions can be answered.
- ii. To consider quote to improve the edge of The Green damaged by vehicles  
The Clerk reported that at the last meeting, Marchants provided a budgeting price to: from Powder Mill Lane to the bend outside Old Wood Cottage. This is a stretch of 30m and for the kerbs and building up the soil the figure will be in the region of £1,650. The stretch in front of Elizabeth Cottage is 50m and the cost would be in the region of £2,750. The section in front of the school is 40m and has KCC kerbing, it is in a reasonable condition but it may be possible to install grasscrete on this section, but the kerbs cannot be replaced as they belong to KCC. Cllr Marchant undertook to prepare a thorough quote for the Parish Council, but it was agreed to wait until the works on The Green have been completed to reduce the risk of damage to the new kerbs. Cllr Smith asked whether oak posts could be erected on the bend by Old Wood Cottage, and Cllr Marchant undertook to obtain a price for discussion at the next meeting.
- iii. To consider action required to protect the veteran oak tree on The Green  
Clerk to ask Landscape Services not to cut the grass under the tree and not to fertilise this area either. Cllr Croft undertook to remove the litter bin. Clerk to chase David Carey regarding the proposed work to the oak tree.

iv. Requests to use The Green:

- Saturday 25<sup>th</sup> June – cars to park on the Vicarage Green for church fete.
  - Sunday 10<sup>th</sup> July – permission for fire engine to park where ice cream van parks.
- Members agreed to both requests.

**31. To consider the provision of Affordable housing in the parish**

None.

**32. Aviation:**

Cllr Stratton-Brown reported that he attended an event held by the Aviation Environment Federation and Airport Watch regarding the CAA consultation about whether the CAA should consult on airspace change. A draft response is being drafted by HWCAAG. Cllr Marchant said that the widening of the swathe appears to be having a positive impact for Leigh residents. Cllr Stratton-Brown reported that the newly formed Noise Management Board will consist of Richard Streatfeild, as chair of HWCAAG, and he will be Richard's alternate. It is hoped that GON will also have a space on the board, but that is under discussion by all the campaign groups.

**33. Leigh Village Halls report**

None.

**34. Aged Persons Dwellings**

The Clerk reported that she has received a letter from Angie Hollands and advised members regarding action taken:

- i. The Clerk has booked an electrician, who has worked at the properties before, to test and inspect the electrical circuits of both properties and issue new certificates. This will be done on Tuesday 21<sup>st</sup> June and will cost £200 + VAT per property. Members approved.
- ii. The Clerk has asked Kent Domestic Boilers to inspect the boiler at No.2 The Bungalows and advise what is required. British Gas quoted £654.17 + VAT to carry out a powerflush. Kent Domestic Boilers will inspect for free and will then advise cost, but he said that normally work such as this – a possible blocked outlet pipe – would cost £250-£335 + VAT and he never charges more than £400 + VAT for a powerflush. He hopes to do this within the next week or so. He will also repair the broken valve on the radiator in the lounge. Members approved.
- iii. The Clerk reported that Angie is still concerned about the safety of the door. The Clerk has again contacted the company who supplied the door in 2007. There is a door you can now have that would be UPVC with a thumb turn lock on the inside. This would cost £500 + VAT (same price as they charged in 2007). This includes removing existing door and fitting new door. Members asked the Clerk to ask Angie if that would be acceptable, and to ask Mrs Broad whether she would also benefit from a new door.
- iv. The Clerk reported that Angie is still concerned various items outside, despite work carried out by Paul Kenway. Cllr Stratton-Brown suggested that he meets Angie to have a look.
  - i. Gutters are still leaking between door and kitchen window.
  - ii. Pooling of water by the back door is still an issue and not resolved.
  - iii. The rendering beneath the door is crumbling.
  - iv. Ants are a problem.
- v. Water – Angie asks why the Parish Council did not give permission for an internal meter to be fitted in June 2014 when the property was assessed. The Clerk has a letter on file to Angie advising her that South East Water wanted to make an appointment to see the property, check the pipework with the view to possibly installing a water meter, there was a telephone number and details for Angie to make the appointment, which she didn't. So Angie is now asked for the Parish Council's permission for the water company to install a meter. Members gave permission for Angie to have a water meter installed.

**35. To agree price for the Bulk Refuse service provided by SDC for Saturday 16<sup>th</sup> July**

The Clerk reported that she has asked SDC to provisionally book the service for 16<sup>th</sup> July. Members approved.

**36. To hear update regarding the Leigh Does Lunch event to commemorate the Queen's 90<sup>th</sup> Birthday**

Cllr Doherty reported that the Leigh Does Lunch event will be held on Sunday 12<sup>th</sup> June from 12 to 4pm. The Parish Council has already paid for the following items:

Insurance premium for the event:	£87.60
First Aid cover:	£137.50

To pay:

Entertainer, Jonathan Cann:	£150.00
Deposit for Jonathan Cann entertainer, payable Linda Zuberi:	£25.00
Entertainer: Jimmy the Juggling Jester, payable Mr J. Wallace:	£190.00
Printing costs (estimated):	£66.00
Steam Engine costs (estimated)	£100.00
Magician:	£150.00
Cake supplies:	£50.00
Food:	£100.00
Jazz band:	£100.00
Gifts:	<u>£100.00</u>
	£1,256.00

The Clerk reported that the Parish Council's public events reserve is £913.79. Cllr Croft handed the Clerk a donation from Shayler's Fun Fair which was gratefully received. The Clerk reported that an email of complaint was received by one resident who was not happy that the fun fair will be held on The Green on the same day as the Queen's birthday lunch. Members agreed that approval was given to the fun fair before permission was requested for the event to celebrate the Queen's birthday. There has in the past been good support in the parish for the fun fair, but Cllr Provan suggested that the Clerk seeks comments from residents via the parish magazine.

**37. To hear update regarding a possible twinning arrangement with Lavergne in France**

Cllr Stratton-Brown reported that he is liaising with two parishioners who offered their help, and the lady from Lavergne is not likely to visit until the latter part of the summer.

**38. 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: GON: Tom Tugendhat, MP, debate in Parliament on 20<sup>th</sup> April regarding the effect of aircraft noise on local communities. Such was the interest in this Debate in Westminster Hall that he was surrounded by influential MPs such as Greg Clark, Secretary of State for Communities, Sir Nicholas Soames, Nusrat Ghani and Jeremy Quin. The Minister for Aviation, Robert Goodwill was present and responded to the Debate. Tom says *"I thank the Minister for his words. I am grateful for the support that I have received from throughout the House today...They have shown that this issue covers every party in every part of our great kingdom. If I am honest, I am little disappointed that we have not yet had a better answer on what the words 'significantly affected' mean, and that we have not had what I hoped we would have - a promise that the Civil Aviation Authority and NATS will take into account the communities on the ground when they are looking at the future airspace strategy. I think that is absolutely essential for all communities across our country. In the closing few moments, I would like to pay a small tribute to Gatwick Obviously Not, a campaign group in my constituency that has worked tirelessly and fought very hard not only for communities in our area, but - as I hope this debate has recognised - for communities across our country that are suffering. Aviation noise recognises no boundaries of constituency, or indeed of town, borough or county." Sadly, this issue will come back again and again, because...this is not about Gatwick or Heathrow. It is about the rights of citizens in our great country to be treated fairly and with justice when some of the planning decisions that are most important to them are taken. Were a motorway to be bulldozed through their back garden or a railway to be bulldozed under their land, they would have a right to be consulted. When the same is done in the air - when a motorway is put over their homes, their lives are disrupted, their sleep is interrupted and their children fail to get to school on time because they are tired - they get no say. That is surely wrong. I welcome the Minister beginning to answer that, and I know that this is a fight we will take forward."*

- ii. Item 4: KALC Sevenoaks Branch – agenda for next meeting to be held at 7:30pm on Friday 10<sup>th</sup> June in Sevenoaks Town Council Office, Bradbourne Vale Road, Sevenoaks.
- iii. Item 5: Email from PCSO Laura Morris regarding motorbike riding on public footpaths. Laura has put notices up around the village saying that Kent Police is clamping down on nuisance motorbikes in the area. The landowner has been repairing fencing which will make it more difficult for the offenders to access the land.
- iv. Item 7: KCC News Releases: (i) KCC declares war on potholes: KCC is pumping £4 million into the fund to repair potholes. Where possible, the fix will be then be protected by surface dressing the whole road in the near future to prevent damage by next winter’s weather. (ii) Active Travel Strategy consultation with deadline 13th July. See [www.kent.gov.uk/consult.ti/activetravel](http://www.kent.gov.uk/consult.ti/activetravel). Active travel means walking or cycling as a means of transport in order to get to a particular destination such as work, the shops or to visit friends, not exercise purely for pleasure.
- v. Item 8: KALC re: learning & development programme. The recent KALC survey had a good response rate with 198 councils responding. Of those 95.5% rated KALC training as excellent, very good or good. 83.5% of councils responded to say that they have set up a training budget but only 23.75% of those who responded said that their council had a training policy or plan.
- vi. Item 9: Email from David Carey with details of two free courses about parish trees in June. (i) introduction to becoming a tree warden, tree management and care at Hadlow on Saturday 4th June; (ii) tree diseases at Cobtree Manor Park Golf Course near Maidstone on 25th June. Both courses are free of charge, although donations are welcome. Cllr Smith said that she might be able to attend.
- vii. Item 15: Letter from SDC to say that no-one wrote to them requesting a parish election and therefore the Parish Council is free to co-opt a new member as soon as possible. The Clerk reported that she has put posters on the noticeboards, added details onto the website and mentioned the vacancy in the parish magazine. So far, four people have applied for the position. The deadline for applications is 17<sup>th</sup> June, then members of the Parish Council can interview the candidates and co-opt at the next meeting.
- viii. Item 19: KCC Press Releases: (i) Young Persons Travel Pass: applications for the Young Person’s Travel Pass and the 16+ Travel Card opened on Monday June 6, with deadline of July 15. To meet the cost of increases to bus fares, the cost of the Young Person’s Travel Pass has risen by £20 to £270. Families can split the payment into two half-yearly passes at £135. The daily cost of travel is £1.42 and KCC still subsidise the scheme at between £200 and £230 per pass – that’s over £8 million a year. There is no change to the scheme cost for those on low income, remaining at £100 a year and £50 for half a year. For families who have more than two children, passes thereafter will remain free of charge. There are around 24,000 Young Person’s Travel Pass holders and about 7,000 16+ Travel Card holders. (ii) Kent beats its landfill target: Kent has surpassed its target to send no more than 5% of its household waste to landfill by four years. The target was intended to be met by 2020 but better use of rubbish for energy generation and improved contracting has seen beaten within a year. As a result of significant improvements, KCC has reduced its annual tonnage of material sent to landfill from 11% in 2014/15 and, for the last two quarters, has now consistently achieved around 4%. The figure is set to fall even further with a plan to convert more waste into fuel. The feat has been achieved through a deal making use of new technology for much of the more difficult to deal with waste, such as mattresses and hard plastic objects not currently recycled. In the near future new fuel pellets made from former landfill materials will fuel an energy plant in Kent, and therefore this waste is not going to landfill and is also kept within Kent.

### 39. Finance:

- i. To give retrospective approval for insurance renewal on a three year long term agreement  
The Clerk reported that payment of £1,143.96 was made since the last meeting in order to meet the renewal date of 1<sup>st</sup> June. Cllr Marchant proposed that this payment be approved, seconded by Cllr Smith and all were in favour.
- ii. To approve Clerk’s hourly rate in line with NALC agreed salary scales from April 2016  
The Clerk reported that she is currently on spinal column point 25 which is £11.296 per hour. The agreement makes the hourly rate £11.660 from April 2016, and £11.777 from April 2017.

Cllr Stratton-Brown reported that the Finance Committee recommended that the Clerks hours are increased from 17 hours per week to 19 hours per week in order to cover time that the Clerk works but does not get paid, particularly on aviation issues. Cllr Johnston proposed that the Clerk's hours be increased and that the NALC salary scales be approved. This was seconded by Cllr Smith and all were in favour.

iii. To approve membership renewal to SLCC: £93.50

Members approved the expenditure.

iv. To approve 2015/16 Year End Accounts

Cllr Stratton-Brown reported that the Finance Committee met to look in detail at the 2015/16 Year End Accounts and the budget for 2016/17. Cllr Marchant proposed that the Year End Accounts be approved, this was seconded by Cllr Croft and all were in favour.

v. Audit for year ending 31<sup>st</sup> March 2016

a. To approve Statement of Accounts: Cllr Marchant proposed that the Statement of Accounts be approved, this was seconded by Cllr Smith and all were in favour.

b. To consider and agree Annual Governance Statement: The Clerk read the statements as set out on the Annual Governance Statement and members responded as appropriate.

vi. To approve payment of cheques

Cllr Smith proposed that the list of cheques be approved. This was seconded by Cllr Provan and all were in favour.

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

None.

The meeting closed at 9.40 pm.

Signed .....

Date .....

#### LEIGH PARISH COUNCIL LIST OF CHEQUES 6<sup>th</sup> June 2016

Date	Cheque	Payee	Detail of payment	Amount Inc. VAT	VAT
31.05.16	1700	Zurich Municipal	Insurance premium	£1,143.96	
09.05.16	1701	Peter Croft Garden Services	Mowing	£405.00	
09.05.16	1702	Leigh Football Club	Grant	£300.00	
06.06.16	1703	Clerk	Salary	£605.24	
06.06.16	1704	HM Revenue & Customs	PAYE	£197.79	
06.06.16	1705	Kent County Council	Pension contribution	£237.24	
06.06.16	1706	Clerk	Mileage, petty cash & working from home	£142.20	
06.06.16	1707	Broxap Ltd	New dog bin and post	£180.00	£30.00
06.06.16	1708	Society Local Council Clerks	Membership renewal	£93.50	
06.06.16	1709	Jonathan Cann	Leigh Does Lunch entertainer	£150.00	
06.06.16	1710	Linda Zuberi	Leigh Does Lunch entertainer deposit	£25.00	
06.06.16	1711	Mr J. Wallace	Leigh Does Lunch juggler	£190.00	
06.06.16	1712	Peter Croft Garden Services	Mowing	£256.00	
				<b>£3,925.93</b>	<b>£30.00</b>

\* \* \* \* \*