

## LEIGH PARISH COUNCIL

### MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL HALL, HIGH STREET, LEIGH ON MONDAY 7<sup>TH</sup> MARCH 2016 AT 8.00PM

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**PRESENT:** Cllr. C. Stratton-Brown (Chairman), Cllr P. Croft, Cllr B. Doherty, Cllr A. Johnston, Cllr J. Kaye, Cllr G. Marchant, Cllr L. Provan, Cllr S. Smith and Cllr R. Swallow

**APOLOGIES:** County Cllr Pearman

**IN ATTENDANCE:** Mrs L. Kleinschmidt (Clerk), District Cllr Lake and members of the public (Open Session only)

#### Open Session

##### Report by District Cllr Lake

District Cllr Lake reported that Council Tax bills have now been circulated for 2016/17. Had there not been a charge of 2% for social care our tax bill would have risen roughly in line with inflation. The precept for social care is a new departure but, if properly ring-fenced, this money will be used where it is urgently needed looking after the elderly and infirm residents of Kent. D.Cllr Lake reported that he has been challenging Bellway, the developer of the new housing at Powdermills, and SDC to persuade BT Openreach to provide high speed broadband, but so far without success. SDC will have Community Infrastructure Levy money to give towards such a project but the funds are limited and the competition will be intense as other organisations will be invited to bid. D.Cllr Lake said that he attended the Flight Path Meeting in Penshurst last week and the village hall was full to overflowing. We were told that the flight path, without consultation, had been reduced from a 5 nautical mile wide swathe to a 2 nautical mile wide swathe. The meeting called for a 'fair and equitable dispersal' in order to give proper respite from the constant noise of aircraft overhead approaching Gatwick. Finally D.Cllr Lake said that has cleaned the village sign coming from Hildenborough but his task was small compared to the effort of the residents doing a super job 'cleaning for the Queen' gathering up litter at the weekend. The village can be very proud of itself. D.Cllr Lake said that he has a copy of the letter from Dr Pav Ramewal, the Chief Executive at SDC, regarding development at Brookside Barn, this was given permitted development rights, but D.Cllr Lake has suggested to SDC that they ensure that the trees on the site are protected. The planning application at Watermans, Station Hill, Chiddingstone Causeway was refused despite the Parish Council's support. D.Cllr Lake said that he was advised by other district members that the application is unlikely to be approved by committee therefore, with reluctance, D. Cllr Lake had to allow the recommendation for refusal to be accepted. Where possible, D.Cllr Lake said he would like to support the Parish Council's comments and Cllr Stratton-Brown said that if the planning officer's recommendation differs from that of the Parish Council due to a technical issue, then the Parish Council does not object.

##### Matters raised by members of the public

1. Linda Boyd attended the meeting in order to raise the issue of the Horticultural Society and Superstars joint event on The Green. It is hoped to hold this combined event on Saturday 3<sup>rd</sup> September. Last year, the Superstars event was cancelled due to safety concerns. The time it takes to organise the Horticultural Show is considerable and the show and the Cricket Club has occupied The Green together for many years. However, now, Linda says that she feels that it is only a matter of time until someone is injured by a cricket ball. The show is booked for Saturday 3<sup>rd</sup> September, it may be possible to hold the show on a Sunday in 2017 but it is too late to change the date for 2016. If it is held on a Sunday in future years there will be a financial shortfall. Steve Hale said that the Superstars event can be held on The Green more or less at any time but it was agreed to link the event with the Horticultural Society Show to share resources. In the past, the Cricket Club agreed to move their match on that date to another pitch. Steve added that he is concerned that the children and families attending the Superstars event would not be completely safe if the event is shared with a cricket match. This is the reason why the event was cancelled in 2015, and there was an understanding that this year the Superstars event could use The Green provided that enough notice is given to the Cricket Club to allow them to book another pitch, and Superstars would make a financial contribution towards this cost. Steve said that he has been told that the Cricket Club will not move their match on this date.

There is a benefit to the village of combining the Horticultural Show and the Superstars event. Cllr Stratton-Brown said that he is extremely grateful to Steve for running the Superstars event so successfully. Ian Bishop said that he feels it is unfortunate that communication has broken down with the Superstars event organisers. He also said that it is not true that the game of cricket has changed and become more dangerous on a local level. The club uses The Green for cricket on four days a week (Saturday afternoon, all day Sunday, Tuesday evening and Thursday evening), although not all happen every week. Cllr Swallow said that there are no more events being held on The Green than there were ten years ago. There are three events; the Horticultural Society Show, the Superstars and the Fun Fair. The Horticultural Society Show and the Superstars work well together on one day, so there are only two Saturdays that The Green is required for events other than cricket matches. School events are held on The Green during the week, and the PTA Summer Fair will this year be held on Sunday 10<sup>th</sup> July. Cllr Swallow added that the most difficult thing this year is that the Parish Council has to carry out work to The Green. The Parish Council has been lucky enough to secure funding for this work, which the Parish Council has committed to carry out. The work will require several weeks to complete. Unfortunately the weather was too wet during February to start work and the water table was too high. The work will now commence in late August and early September. Cllr Swallow asked whether the Cricket Club could move their match on the first Saturday in September and perhaps the Parish Council could help with the costs associated with booking another pitch. The works to The Green will not affect the Horticultural Society Show and the Superstars event. Cllr Stratton-Brown said that the Parish Council is very supportive of the Cricket Club and wants the club to use The Green. There are two Saturdays that the Cricket Club needs to give way – the first is for the Fun Fair in June and the second is for the Horticultural Society Show and the Superstars event in September. Cllr Marchant said that new events could use The Green on Sundays. Ian Bishop said that he would like to see the Cricket Club becoming more involved with the Superstars event. There are junior games on The Green on Sundays and Bidborough Cricket Club use The Green which brings funding to the club. The Cricket Club makes £50 per game by letting out the pitch for junior cricket and £100 for adult cricket. Derek Furneaux said that he agrees that cricket has not changed in recent years. Cllr Swallow said that the works to The Green include new drains across the football pitch and the main drain down the side of the football pitch. Cllr Stratton-Brown asked whether there is an impact on the Stooball Club, but Ian said that they use The Green on Wednesdays and Mondays. It was agreed that the Cricket Club will vacate The Green on two Saturdays a year, one for the Fun Fair and one for the Horticultural Society Show / Superstars event. Ian Bishop said that the Cricket Club can work with that.

2. Chris Rowley raised the following issues: (i) there is a leak opposite the telephone box by the school, (ii) the litter pick was excellent, (iii) there are lots of small rocks on the grass of Hollow Trees Drive after the development was finished, (iv) the sign at Bid Bridge requires some work, (v) he has given the Clerk a map showing proposed changes to the footpath network in the parish as a long term project for the Parish Council's consideration.

District Cllr Lake left the meeting at 8.20pm.

### **Closed Session**

160. **Apologies for absence** were received from County Cllr Pearman.
161. **Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**  
Cllr Doherty declared a NPI in item 178(i), the application for a grant towards the new Music and Creative Arts facility at Leigh School.
162. **The minutes of the Leigh Parish Council meeting held on 1<sup>st</sup> February 2016** were approved and duly signed. Proposed by Cllr Doherty, seconded by Cllr Marchant and all were in favour.
163. **Planning**
  - i. To consider applications received
    - i. SE/16/00247/HOUSE: Fyldon, Penshurst Road, Leigh TN11 8HN - proposed tile pegs to north, east and west elevations. Members supported this application.

- ii. 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. Cllr Stratton-Brown reported that an incorrect drawing was included with this application and undertook to raise this with SDC.
- ii. To hear update regarding the planning workshop at SDC on Monday 21<sup>st</sup> March  
The Clerk reported that Mark Turner at SDC wants to start the session at 7pm but understands that this might be a bit early for some members and is happy for people to arrive later. He has also invited members from Eynesford and Shoreham Parish Councils in order to fill the council chamber. Cllrs Stratton-Brown, Doherty, Marchant, Smith and Provan undertook to attend.
- iii. Notification of planning decisions
  - SE/15/03890/HOUSE: 8 The Forstall, Leigh - demolition of porch to facilitate erection of two storey side extension and single storey rear extension. Application approved.
  - SE/15/03966/HOUSE: Melfort House, Greenview Avenue, Leigh: demolition of existing conservatory and erection of a two storey side extension, single storey rear extension with lantern roof, new front porch and replacement detached garage with new fencing and gate. Application approved.
  - SE/15/03968/HOUSE and SE/15/03969/LBCALT: Watermans, Station Hill, Chiddingstone Causeway - erection of a single storey extension and internal alterations. Application refused. Officer's report: "I consider that the proposed development would not harm neighbouring amenity nor the openness of the Green Belt, but would harm the character, appearance and setting of this curtilage listed building. Consequently the proposal is not in accordance with the development plan and therefore the Officer's recommendation is to refuse. With the officer recommendation differing to the Parish Council's the Ward Member was contacted. The application was not called to committee."
  - SE/16/00017/HOUSE: Lanterncroft, Powder Mill Lane, Leigh: proposed Juliet Balcony over existing loft French doors. Application approved.
- iv. Notification that the following application has gone to appeal:  
SE/15/02514/HOUSE: Fyldon, Penshurst Road, Leigh TN11 8HN: erection of an external lean-to to the front, external alterations to include installation of tile pegs to north, east and west elevations. Appeal ref: APP/G2245/D/16/3145022.

## 164. Highways & Environment

- i. to discuss drainage and flood related issues including the Community Flood Plan
  - i. Cllr Stratton-Brown undertook to draft the Community Flood Plan.
  - ii. The Clerk reported that the meeting with Margot McArthur regarding Emergency Planning is in the process of being arranged. Cllr Provan and Cllr Croft undertook to attend.
- ii. to hear update regarding the request for a permissive path at Pauls Hill Cottage  
Cllr Stratton-Brown reported that he has prepared a drawing showing the possible routes for a new permissive path which has been sent to KCC for their comments.
- iii. to hear update regarding traffic calming measures on Hildenborough Road  
The Clerk reported that the scheme has now been drawn up and circulated drawings which show a gateway, dragons teeth on the road, and a Leigh village name plate installed on the gateway feature. There would be a gateway one side of the road, and a single white wooden post on the other, with a black post behind for the 30mph sign. C.Cllr Pearman has seen the plans and is happy to sign off the funding providing that members of the Parish Council approve the scheme. Members approved the scheme but were concerned whether the high-friction surface would be long lasting. Clerk to enquire.
- iv. To consider work required to The Green in Charcott  
The Clerk reported that she has received complaints from residents in Charcott about the state of the green. Because the lane is narrow it makes it difficult for the dray lorry to access the pub without driving on the grass. This is exacerbated by cars parking on the lane. The green belongs to the Parish Council. Members agreed that the state of the green is completely unacceptable. Cllr Marchant undertook to provide a quote to lay grasscrete along the edge of the green which will provide a hard surface and prevent it getting churned up.

- v. To consider the provision of dog bins in the parish  
Members agreed to purchase a new 25 litre plastic red dog bin to be located at Saxbys Wood. Clerk to ask SDC for some better warning signs.  
When erected, Clerk to ask SDC to empty the bin once a week and situation to be monitored.
- vi. To discuss the reinstatement of footpath SR430 and the inclusion of a stile or kissing gate  
Cllr Kaye offered to clear the original line of the footpath and said that he did not think that a gate or stile is required. Members thanked Cllr Kaye for undertaking this work.
- vii. To discuss amendments to the parish ROW network as mentioned in the parish plan  
The Clerk distributed maps and papers as supplied by Chris Rowley. Item to be discussed at the April Parish Council meeting.
- viii. To hear report of the Leigh Litter Pick on Saturday 5<sup>th</sup> March  
Cllr Kaye said that the event was a huge success and about 35 people attended on the day. Other residents who couldn't attend the event on the 5<sup>th</sup> March did some litter-picking before and after the event. Cllr Stratton-Brown thanked Cllr Kaye and the Clerk for organising the event.
- ix. To hear report of the Creating & Managing Heritage Trees event held on 17<sup>th</sup> February  
Cllr Stratton-Brown reported that he and Cllr Smith attended this event, which was very informative and interesting. It was agreed that the Parish Council would still like to receive Down to Earth's quote for this work. The tree specialist at the event said that it is important to protect the roots of veteran trees by erecting a fence or a hedge around the periphery.
- x. to consider applications for tree works  
SE/16/00206/WTPO: Little Moorden, Cinder Hill Lane, Leigh TN11 8HU: fell Yew tree with TPO. Application granted.

#### 165. The Green

- i. To hear update regarding the programmed improvement works to The Green  
Cllr Swallow reported that work will commence at the end of August / beginning of September. The scope for the work needs to be drawn up and then quotes can be sought. The project manager came to have a look at The Green to consider whether it would be possible to start work in February/March, but he said that the ground was too wet.
- ii. To consider requests to use The Green  
The Clerk read out the bookings for this year:
  - Easter Play Event – 1<sup>st</sup> April 10am-2pm
  - Fun Fair – 6<sup>th</sup> to 13<sup>th</sup> June
  - Queen birthday lunch – 12<sup>th</sup> June
  - School Sports Day – 8<sup>th</sup> July
  - PTA summer fair – 10<sup>th</sup> July
  - Year 6 party – 21<sup>st</sup> July
  - Summer Play Event – 29<sup>th</sup> July 2.30-5.30pm
  - Superstars – 3<sup>rd</sup> September
  - Horticultural Summer Show – 3<sup>rd</sup> September
  - Works to The Green – late August / early September

As discussed in the Open Session, the Cricket Club has agreed not to use The Green on the Saturday booked by the Fun Fair and the Saturday booked for the Horticultural Society Show / Superstars event. Any other events can be booked on a Sunday or after negotiation with the Cricket Club and the Parish Council.
- iii. To hear update regarding the proposed Saturday Games Event for 11-16 year olds  
Cllr Swallow reported that he has discussed this with David Bennie and he is waiting to hear whether there is any interest from the young people for this proposal.

#### 166. To consider the provision of Affordable housing in the parish

The Clerk reported that she contacted Gavin Missons, Housing Manager at SDC, regarding the Parish Council's request to earmark funding for a Housing Needs Survey in 2016/17. Gavin replied to say that he would add Leigh to the survey list, and he believes that the impact of the Housing & Planning Bill will be clarified in order to allow the survey to be circulated in 2016/17.

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

The Clerk reported that Kendra Felisky is organising the Leigh lunch on Sunday 12<sup>th</sup> June.

The Parish Council has offered to help fund the event with a contribution up to £900. Peter Shayler from the Fun Fair has said that they will give a contribution towards the lunch event as well, as they will be sharing The Green that weekend.

**168. To discuss the Parish Caretaker Scheme**

The Clerk reported that she has received an update from C.Cllr Pearman regarding the proposed Caretaker Scheme: "There is a paper which is currently being worked on which sets out the proposal to devolve the majority of the soft landscaping budget and responsibilities to parish / town councils to see what the take-up rate will be as a factor in deciding what other budget heads to offer up from Highways. The take-up will have to be voluntary as so many factors are at play - time, interest and enthusiasm, skills, support from councillors and clerks etc. It is hoped that councils will cluster so as to make it more worthwhile for all concerned, but this will be for the councils to decide themselves. KALC are supporting KCC in this, and we will be working on a road-show approach from April through to June, possibly on a district / borough basis, with towns and parishes then having the rest of the summer and autumn to decide on take-up, which can take place as soon after the town/parish decision is known. We should know by late autumn what the take-up response is, and then any left over will be offered to districts / boroughs. The intention is to make it as easy and straightforward as possible, so that locally a parish or town council can commission someone local to carry out the contract, rather than have to employ anyone unless, of course, such employment by a council already exists, in which case that facility can be built upon. The paper should be going to the next Highways, Environment and Transport Cabinet committee meeting in March and, subject to agreement, implementation will proceed immediately."

**169. Aviation: to hear report of the High Weald Councils Aviation Action Group**

The Clerk reported that the next HWCAAG meeting will be held on Tuesday 8<sup>th</sup> March. HWCAAG membership has grown to include 26 Town and Parish Councils, covering a population of 96,738. Following the Arrivals Review, HWCAAG is in the process of drafting a letter to Sir Roy McNulty, Chairman of Gatwick Airport Ltd to say that, whilst the review is positive, it does not go far enough to improve conditions for communities east of the airport. HWCAAG is also drafting a letter to Robert Goodwill MP, Minister of State at the DfT, urging Government to ensure that any changes made at Gatwick Airport follow proper airspace change procedure. Cllr Stratton-Brown reported that GON held a very successful meeting in Penshurst on Friday 26<sup>th</sup> February and about 300 local people attended. Our MP, Tom Tugendhat, said at the meeting that it is very important that local residents write to him if they have complaints about aviation noise as it allows him to put pressure on the Government.

**170. Leigh Village Halls report**

None.

**171. Aged Persons Dwellings**

i. To consider the level of rent for the two properties for 2016/17

The Clerk reported that the rent level is currently £410 per four week period. Cllr Swallow proposed that this be increased to £420 from the April payment. This was seconded by Cllr Croft and all were in favour.

ii. To discuss the provision of a new heater in No.1 The Bungalows

The Clerk reported that the heater needs replacing in No.1 The Bungalows and Cllr Johnston has identified a suitable replacement, costing approximately £140. Members approved the expenditure and asked the Clerk to arrange for an electrician to fit the new heater and remove the old one.

iii. To hear reports of the Landlord's Gas Safety Check

The Clerk reported that the report for No.1 The Bungalows was good and everything is fine. No defects were identified and no remedial action is required. The report for No.2 The Bungalows was also good and everything is fine, although the lounge radiator valve was found to be defective and a drain down is required to replace the valve. Members agreed that the Clerk should arrange for a plumber to attend and carry out this work. Clerk to obtain carbon monoxide monitors for each property and electrician to fit.

**172. To discuss the Swathe & Visibility contract for 2016**

The Clerk reported that Chiddingstone Parish Council, as the lead council on this project, invited quotes for the swathe and visibility contract for this year. This was discussed by Chiddingstone Parish Council and, whilst it was acknowledged that the existing contractor, Philip Broad, did a very good job, best practice dictates that Parish Councils should take the lowest quote if it offers best value. Therefore Chiddingstone has awarded the contract to Clark Groundcare, on a one-year trial basis and, if acceptable, the contract will be for a period of three years. Members asked that the contractor lifts the cutter to cut the lower parts of any other vegetation if there is no verge.

**173. To discuss the Bulk Refuse Freighter service for 2016**

The Clerk reported that the trial service has been booked for Saturday 23<sup>rd</sup> April. The contractor is Clearabee. Payment due will be £489 for a 14 yard vehicle. Penshurst Parish Council will pay this on behalf of all three parishes and charge accordingly. The cost will be £81.50 per stop. They will take most things but if someone wants to get rid of a fridge/freezer it will cost £30, tyres cost £6 each and 60kgs of heavy construction waste will cost £25. Payment must be made by card with chip and pin as they do not take cash or cheques. If they find the van is filling up more quickly than expected they will arrange for a further vehicle.

**174. To discuss Family Fun Play Events in the Summer and Easter holidays**

The Clerk reported that SDC is funding a play event on The Green on Friday 1<sup>st</sup> April from 10am to 2pm. There is no cost to the Parish Council. The Summer Play Event this year will be on Friday 29<sup>th</sup> July, from 2.30-5.30pm. This will be provided by Play Place and SDC. Play Place has advised that if participants exceed 50, the cost will increase for core activities from £432 to £462.21. All were in favour.

**175. To agree details for the Annual Parish Meeting to be held on Monday 25<sup>th</sup> April**

Members agreed to ask the tree specialist to speak at the Annual Parish Meeting. Clerk to ask for a report by the school and one from the Village Halls Management Committee. The Community Award will be given at this meeting.

**176. To report on correspondence received**

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

- i. Item 2: Email from Liz Crockford, SDC Housing Officer: "You are invited to attend our Spring Forum on Monday 18 April 2016 at 11am for 11.30am at the SDC offices. We are delighted to welcome Marcus Jones MP, Minister for Local government as our keynote speaker. Our forum will be focusing on the role housing and housing policy plays in implementing the government's health preventative agenda. As our Chief Housing Officer: Pat Smith, is retiring in May, our Spring Forum will also be her grand finale at the council."
- ii. Item 4: Letter from Brendon Sewill, GACC: "Thank you so much for your cheque for £200 for the GACC runway campaign. Please pass on our thanks to your council for their generous support."
- iii. Item 5: Email from Garry Wood regarding speed of vehicles in Powdermill Lane, also complaining about cars parking on pavements and on the double yellow lines in the High Street, at the junction with Lower Green.
- iv. Item 8: Email from Peter Clifton, Technical Manager, Bellway Homes: "I apologise for not responding sooner to your email, but the delayed response was necessary for me to fully review with Ashill and seek some advice from our Service Consultant. Firstly, with regard to plots being connected to BT services prior to occupation, we will make every effort to ensure this is undertaken. We did experience similar issues on one of our current sites elsewhere in Kent last year; lately there have been no issues and understand that lots of developments were experiencing problems due to changes within BT Openreach as a company. With regards to broadband being extended to the existing properties of Powder Mills and Hunters Seal, I can advise that unfortunately there is no obligation for Bellway Homes to undertake such improvements. We have however asked our Service Consultant to investigate what broadband services are available in the area, and understand that several providers do offer a high speed broadband."

- v. Item 9: Email from Janet Court, Park House regarding broadband provision. Cllr Swallow reported that fibre optic cable has been connected to the cabinet on The Green. Houses on the other side of the cabinet receive broadband from the exchange, not the cabinet, and therefore do not receive superfast broadband at this time. It is on BT's work list to improve the connectivity of these houses too but it is not yet known when this will take place. BT's target is to get 90% of the parish connected to superfast broadband by June 2016. Clerk to ask the Hildenborough Parish Clerk whether there is poor broadband connectivity from Stocks Green school to Powdermills.
- vi. Item 10: Email from Jason Rutherford, with concern about motorbikes being ridden on PROW and on the land to the south of the railway.
- vii. Item 12: Agenda for the KALC Sevenoaks branch meeting on 11th March at Sevenoaks Town Council offices.
- viii. Item 13: Copy email from Jane Clay to Peter Slaughter, KCC Highways regarding increased traffic on Powder Mill Lane. "The traffic to the development has had a serious and adverse effect on the verges along powder mill lane. We rely on these verges for our road drainage. As there are no pavements they also provide the only refuge from traffic for the pedestrians who use the road. Can you please advise what measures have been agreed for the repair of these verges? I assume this liability will rest with the developers and their contractors, but should be glad to know what enforcement measures are available to the council in relation to the repairs. It would also be useful to know if a framework has been agreed so the repairs are completed in good time for the next period of heavy rain."
- ix. Items 14 and 15: Emails from Mike and Jill Johnson regarding broadband provision at Hunter Seal.
- x. Item 16: Notifications from Kent Police:
  - Meadow Bank, Leigh: between 11:00pm on Tuesday 9th February and 3:30pm on Wednesday 10th February, a van parked on the road was broken into and garden equipment stolen - enquiries are ongoing.
  - Hildenborough Road, Leigh: between 12:01am on Friday 5th February and 9:00am on Thursday 11th February, three digger buckets which had been chained to a tree were stolen.
  - Old Orchard, Leigh: on Wednesday 10th February between 5:00pm and 10:30pm, the garage of a property was entered and a petrol generator, armoured cable and a tile cutter stolen.
  - The Green, Leigh: on Tuesday 23rd February between 9:00am and 9:30am, items were removed from a vehicle without the owner's consent.
- xi. Item 17: Letter from Chris Rowley regarding a village archive, including where it could go, who could use it, who could manage it and how it can be funded.
- xii. Item 18: Clive Pearman – monthly report. Copied to all members.
- xiii. Item 19: Email from Kent County Playing Fields Association with request for financial contribution.
- xiv. Item 20: Email from Minster Parish Council: "Minster Parish Council and the other Thanet Parish Councils are supporting the online petition to give the right to appeal planning decision, I have attached a leaflet we are using to gain local support, we don't have long to get 10,000 signatures and hope that you can also help support this petition, even if it just the Parish Council members who vote. That's try and gain power to protect our villages and small towns." Members supported this in principle.
- xv. Item 21: SDC News Release: "Sevenoaks District Council is giving £153,331 in grants to charities and voluntary and community organisations to support their services and activities. A further £98,540 will be given to Citizens Advice West Kent, based in Sevenoaks and Swanley, and Citizens Advice Edenbridge and Westerham."
- xvi. Item 22: Kent Men of The Trees – does the Parish Council wish to enter the Trees in the Village competition this year? Cost £10. Members agreed to enter again this year and approved the expenditure.
- xvii. Item 23: Copy email from Dan Eaton, Leigh Primary School regarding use of the cricket nets.

## 177. To review Risk Assessment

Members considered and updated the Risk Assessment. Cllr Provan proposed that it be approved, seconded by Cllr Marchant and all were in favour.

**178. Finance:**

- i. To consider a financial contribution towards the Music & Creative Arts facility at Leigh School  
Cllr Swallow proposed that a grant of £1,800 is given towards the Music and Creative Arts facility at Leigh School. This was seconded by Cllr Provan and all were in favour.
- ii. To renew membership to Parish Online: £28 + VAT  
Cllr Smith proposed that membership be renewed, seconded by Cllr Swallow and all were in favour.
- iii. To approve payment of cheques  
Cllr Swallow proposed that the list of cheques be approved, seconded by Cllr Marchant and all were in favour.

**179. Items for reporting or inclusion in future agenda**

- i. Cllr Kaye reported that the work to the new footbridge over the A21 should have commenced in February and undertook to chase.
- ii. Cllr Stratton-Brown reported that, very sadly, Cllr Swallow has tendered his resignation from the Parish Council from 1<sup>st</sup> May 2016 due to increased work commitments. Members were sad to hear that Cllr Swallow was standing down but wished to thank him for the tremendous amount of work he has done for the Parish Council during his time as a member.

The meeting closed at 10.15 pm.

Signed .....

Date .....

**LEIGH PARISH COUNCIL  
LIST OF CHEQUES  
7<sup>th</sup> March 2016**

<b>Date</b>	<b>Cheque</b>	<b>Payee</b>	<b>Detail of payment</b>	<b>Amount Inc. VAT</b>	<b>VAT</b>
07.03.16	1672	Clerk	Salary	£683.41	
07.03.16	1673	HM Revenue & Customs	PAYE	£223.17	
07.03.16	1674	Clerk	Mileage, working from home allowance	£87.20	
07.03.16	1675	Kent County Council	Pension contribution	£246.93	
07.03.16	1676	Chiddingstone Parish Council	HWCAAG contribution towards clerk costs	£49.89	
07.03.16	1677	Chiddingstone Parish Council	Half share phone, broadband & printer costs	£664.54	
07.03.16	1678	SDC	Election expenses	£188.67	
07.03.16	1679	Getmapping plc	Parish Online membership renewal	£33.60	£5.60
07.03.16	1680	Leigh School PTA	Grant towards new music & creative arts fac.	£1,800.00	
07.03.16	1681	Kent Men of the Trees	Competition entry fee 2016	£10.00	

**£3,987.41      £5.60**

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