

LEIGH PARISH COUNCIL

MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL HALL, HIGH STREET, LEIGH ON MONDAY 4TH MARCH 2019 AT 8.00PM

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

Open Session

1. Rachel Glenny attended the meeting in order to further discuss the proposed new footpath to the Church. It was agreed that members would discuss the matter in the Closed Session and the Clerk will email Rachel tomorrow.
2. Dave Furneaux thanked the Parish Council for the funding to repair the Football Club's mower and the purchase of the attachments, which will help maintain the football pitch. He said that the football season is nearly finished and no home games were cancelled this year as the pitch has been in such a good condition. There will be a fundraising game at the end of the season. The Football Club made the decision to go up to the premier league this season and it is hoped that the club will finish 4th or 5th this year so overall the club has performed well. There have been positive comments from visiting clubs about the pitch. The drainage works have been very successful and have made a massive difference to the pitch, which has an equal top playing surface in the league with Wrotham.
3. Jack Ailles attended the meeting in order to discuss the request to use the football pitch on The Green on Sunday mornings next season. The request is made by the resurrected Charcott Football Club, which used to play on the pitch that has now been taken over by Leigh Rugby Club. Dave Furneaux said that the Leigh Football Club has no objection to Charcott Football Club using their equipment in return for help with goal assembly and line marking. Nets and corner posts can be used on the basis of a contribution towards new goalposts. Cllr Marchant asked whether the pitch can take two games per weekend. Dave said that Leigh Football Club is passionate about the new surface and if the Parish Council granted any extra usage it is hoped that a maintenance plan can be put in place due to the extra games. Jack said that two games per weekend will not happen every week as there are only 8 or so clubs in the West Kent Sunday League. Cllr Kaye said that it would be important that Charcott Football Club comes under the Leigh sports club umbrella. He thanked Dave, Jack and Sam for coming along to the meeting and said that the Parish Council would discuss this further in the Closed Session.

Members of the public left the meeting at 8.25pm.

Report by County and District Cllr Lake

In the absence of County and District Cllr Lake, the Clerk read his report: "Following a Budget meeting at County Hall I confirm that our Council Tax will rise by 5%, 3% going to essential services and 2% to social care. We still seem to be no nearer getting the hedge replaced in Well Close but the head of West Kent Highways has promised to come to our rescue. At long last I believe we will get the work done but not before time. I have had an enquiry from a resident in Charcott as there has been an abandoned caravan at the roadside although it has been coned off. Both the front and back tyres were damaged beyond repair due to potholes. I am supporting an appeal to KCC on their behalf. I am also sending you a note on KCC's Brexit preparations."

Closed Session

178. **Apologies for absence** were received from Cllr Satterley and members accepted his reason for absence. Apologies for absence were also received from County and District Cllr Lake.
179. **Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**
None.

- 180. The minutes of the Leigh Parish Council Meeting held on 4th February 2019** were approved and duly signed. Proposed by Cllr Marchant, seconded by Cllr Smith, and all were in favour.
- 181. To discuss the Annual Parish Meeting to be held on Monday 20th May 2019**
Members discussed arrangements for this year's Annual Parish Meeting.
- 182. To discuss District and Parish Elections to be held on Thursday 2nd May 2019**
Important Dates: Publication of Notice of Election - Wednesday 20 March 2019
Nominations open - Thursday 21 March 2019 – 10am
Nominations close - Wednesday 3 April 2019 – 4pm
Deadline for a candidate to withdraw - Wednesday 3 April 2019 – 4pm
Deadline to appoint Election Agents - Wednesday 3 April 2019 – 4pm
Publication of Statement of Persons Nominated - Thursday 4 April 2019
Appointment of Poll and Count Agents deadline - Thursday 25 April 2019
Election Day – Thursday 2 May 2019 - 7am to 10pm
- 183. To consider the Draft Mourning Protocol**
Members considered the Draft Mourning Protocol. Cllr Kaye proposed that the Parish Council approve the draft protocol and give authority for the Clerk to liaise and work with the churchwardens in this matter. This was seconded by Cllr Stratton-Brown and all were in favour. Members gave approval for the Clerk to purchase a book of condolence and all necessary items.
- 184. Planning**
- i. To consider applications received
 - i. SE/19/00339/LDCEX: 4 Forge Square, The Green, Leigh TN11 8QR - the existing and past use was the chimney which served the main bedroom. Members supported this application.
 - ii. SE/19/00304/LBCALT: 4 Forge Square, The Green, Leigh TN11 8QR - height reduction of chimney. Members supported this application.
 - iii. SE/19/00459/PAE: Meadow Bungalow, Powder Mill Lane, Leigh TN11 9AS - Prior notification of a single storey rear extension which extends 8 metres beyond the rear wall of the original house with a maximum height of 4 metres and eaves. No comment required.
 - iv. SE/19/00197/HOUSE: 1 Hunter Seal, Leigh TN11 9AW - proposed conversion of existing garage to form a utility room and construction of a replacement garage to front/side of existing house. Members had no objection to this application.
 - v. SE/19/00354/HOUSE: Hale Oak Barn, Hale Oak Road, Sevenoaks Weald TN14 6NQ - installation of sixteen 1m x 1.7m solar panels on south east roof slope of single storey barn. Adjoining parish consultation – property in Sevenoaks Weald parish. Members supported this application.

The Clerk reported that during the month, the Planning Committee considered the following application:

 - vi. SE/19/00174/HOUSE: 1 Barden Cottages, The Green, Leigh TN11 8QN - replacement of rear conservatory flat roof with a pitched roof, and rooflights. Members supported this application.
 - ii. To report SDC planning application decisions
None.
 - iii. To discuss SDC's Draft Local Plan
The Clerk reported that the second Draft Local Plan was considered by SDC Full Council on 26th February and the next stage will be its submission to the Inspector for Public Examination in the Spring/Summer 2019. It should be adopted by the end of 2019.
 - iv. Lighting at Gaza
The Clerk reported that the owners of the Gaza site agreed to change the angle of the light on the gate.
 - v. Manor Buildings
Cllr Kaye reported that the Manor Buildings site is on the market to lease. The Clerk has contacted the lettings agent to advise them of the planning history.

185. The Green:

- i. To discuss the PCC's request for approval to install a new pavement to run from the High Street to the side road leading to the Church from Hildenborough Road to allow disabled access

The Clerk reported that the Village Green legislation states that it is an offence to:

- encroach on a green (e.g. extending the boundary of an abutting property so as to exclude people from that area);
- inclose a green (i.e. by fencing it in, whether or not the effect is to exclude public access);
- erect any structure other than for the purpose of the better enjoyment of the green; or
- disturb, occupy or interfere with the soil of the green (e.g. camping) other than for the purpose of the better enjoyment of that green.

The Clerk advised that Defra's advice is: "if this is to be interpreted strictly, an act which causes any injury to a green would appear to be an offence under section 12 of the 1857 Act and any disturbance or interference with the soil of the green (other than for the purpose of better enjoyment of the green) would technically be deemed a public nuisance under section 29 of the 1876 Act. However, in Defra's view, in considering whether or not any given development or action contravenes either or both of these statutes a court is likely to be concerned with whether material harm has been caused to a green and whether there has been interference with the public's recreational enjoyment. Other issues that might be relevant include the proportion of a green affected by the development or activity and the duration of the interference."

Members agreed that a lot of weight is given to the interference with the public's recreational enjoyment, but felt that the proposed new pavement which will start at the end of the pavement opposite the end of Powdermill Lane and run up Hildenborough Road to meet the road to the church will not interfere with the public's recreational enjoyment of The Green. Members were keen to support this request because the proposed pavement will allow disability access to the church, and will also allow safe pedestrian access to the village from Gibbs Field and other properties on the Hildenborough Road. Cllr Croft proposed that the Parish Council give approval for the PCC to lay a new pavement, subject to all the necessary approvals such as planning approval, which will extend the existing pavement in the High Street to the side road leading to the Church from Hildenborough Road. This was seconded by Cllr Britain and all were in favour.

- ii. To discuss Shaylor's Fun Fair's request to use The Green from 10th to 17th June

Members approved this request.

- iii. To discuss Leigh Horticultural Society and Superstars use of The Green on Saturday 7th September

Members approved this request.

- iv. To consider request for a Sunday morning football team to use The Green

Also see Open Session above. Members agreed in principle to the Charcott Football Club using The Green on Sunday mornings, but there would be the following conditions:

1. Whilst the Parish Council may give their approval for Charcott Football Club to use The Green, it is up to Charcott Football Club to make arrangements for the use of the pavilion as this is in the ownership of the Cricket Club. As Charcott is part of the parish, members feel that Charcott Football Club should be allowed to use The Green because they are a parish club. One of the conditions imposed by Sport England when awarding funding for the drainage works was that sport must be encouraged on The Green.

2. It is hoped that the impact on The Green with two games being played some weekends in the season will not be detrimental, however as this cannot be certain, permission to use The Green will be for one year to start with so that an assessment can be made.

3. The Parish Council will not tolerate bad behaviour or bad language, this is particularly important on a Sunday morning. Before the Parish Council can confirm their approval for Sunday football, members asked the Clerk to advise the Churchwardens that the club wish to play from 10.30am to ensure that this does not have a negative impact on people going to church. If a church service is underway at the same time, it is important that there is no bad behaviour or bad language.

4. Charcott Football Club to ensure that the teams and spectators are not too noisy so as not to upset residents around The Green who are used to quiet Sunday mornings.

5. It is vital that players and spectators do not park on the grass of The Green but park considerately and safely somewhere on the road.

6. That Charcott Football Club work with Leigh Football Club and come to an agreement regarding care of the pitch etc. A maintenance plan should be drawn up between the clubs.

Permission, if given, will be for one year to start with to see how the pitch copes with two games a weekend, and also to ensure that the Charcott Football Club satisfy points 3, 4 and 5 above.

v. To discuss the refurbishment of the litter bins on The Green

Cllr Marchant reported that the company he had contacted have responded to say that the litter bins are too large for their equipment, therefore Cllr Marchant will contact other companies for a quote.

vi. To repair damage of The Green incurred after vehicle driven over the grass

Cllr Johnston reported that The Green has been repaired.

vii. To hear update regarding the parking of the Fish & Chips van on The Green

Cllr Marchant reported that the position of the van has moved 3m or so along the road, which hopefully will be acceptable to residents.

viii. To hear update regarding the siting of a memorial bench on The Green in memory of Maurice Martin

Cllr Croft reported that the new bench has been installed and the old bench has been removed.

ix. To hear update regarding the estate fencing to be erected around the veteran Oak Tree

The Clerk reported that the contractor has booked to do the work on Thursday 21st March and the Clerk has arranged to meet him there on Wednesday 20th March to agree positioning. It will be around the canopy of the tree in a semi-circle to the road, then straight along the edge of the road to the tree. There will be a padlocked chain between the two end posts. Clerk to then ask RWE Rural Services to provide wood chip as a mulch which will keep the grass down and protect the tree roots.

x. Mowing Parish Council owned areas

Members agreed that Peter Croft should continue to mow the areas in the parish on the same basis as last year.

186. To discuss the Leigh Conservation Area

The Clerk reported that some changes to the new Conservation Area will be subject to consultation. This has not been received yet.

187. Charcott:

None.

188. Powder Mills

None.

189. Highways & Environment

i. To discuss the hedge at Well Close

The Clerk reported that both she and C.Cllr Lake have been in correspondence with KCC about the reported lack of funding to remove these trees and replant. The land belongs to KCC and members agreed that it was the direct action of KCC that has caused the problem, i.e. they did not regularly maintain the trees and then gave an order for them to be severely cut back when they started growing over the highway. The Clerk has requested details of the quote for the work. There may be a local contractor who could do the job more cheaply. The Clerk reported that an email has been received from KCC which said that they are happy to partially fund the hedge works but need to establish that this will not cause any further concerns primarily with the resident adjacent to the hedge. Clerk to ask C.Cllr Lake to follow up. Clerk and Cllr Britain to visit the residents.

ii. To discuss the bulk refuse freighter visit: 16th March 2019

The Clerk reported that the Freightier will stop at Crandalls, Leigh from 12.45pm to 1.30pm.

iii. To discuss the parish litter pick: 30th March 2019

Cllr Kaye reported that the litter pickers will meet at 9.30am on The Green.

iv. To discuss the Rural Swathe & Visibility Cutting Contract 2019

The Clerk reported that the cutting cycle will be similar to last year, i.e. May, August and November.

v. To discuss the Leigh Expansion and Hildenborough Embankment Project

The Clerk reported that a resident has asked that officers from The Environment Agency attend another Parish Council meeting to specifically answer questions relating to the water table.

Members agreed that, before the Parish Council invite The Environment Agency to another meeting, a list of specific questions should be emailed to them first. Clerk to respond to resident accordingly and to mention in the parish magazine.

- vi. Request for double yellow lines on road The Green
The Clerk reported that a resident has requested some double yellow lines on the road near the school as cars frequently park there and block his access. Members asked the Clerk to request a single white line across the access.
- vii. To discuss the A boards being placed on the pavement outside The Fleur public house
Cllr Skipper reported that the Parish Council's comments have been noted.
- viii. To discuss Leigh School's proposal for a new fence around the playground
Members supported this request and felt that the new fence will be an improvement.
- ix. To report KCC road closures
The Clerk reported that the following temporary road closures are scheduled:
 - i. Powder Mill Lane, Leigh – from 11 March 2019 for up to 1 day between 08.00hrs and 17.00hrs. The road will be closed opposite “The Plough” public house. The alternative route is via Leigh Road, B2027 Stocks Green Road/Hildenborough Road and vice versa. The closure is to enable the replacement of a telegraph pole to be carried out by BT Openreach.
 - ii. Coppings Road, Leigh between the junctions of Scabharbour Road and Compasses Road - from 25 February 2019 for six days between 8am and 5pm. The road will be closed completely, and the diversion route will be via Philpots Lane, Rings Hill, B2027 Hildenborough Road, High Street Leigh, Penshurst Road, Tonbridge Road and Camp Hill. The closure is to allow road surface improvement works – pre-patching.
 - ii. Coppings Road, Leigh, between the junctions of Scabharbour Road and Compasses Road - from 16 March 2019 for three days between 7am and 7pm. During these essential works it will be necessary to close the road completely so that we can carry out the works safely for both the workforce and road users. The diversion route will be via Philpots Lane, Rings Hill, B2027 Hildenborough Road, High Street Leigh, Penshurst Road, Tonbridge Road and Camp Hill. The closure is to allow road surface improvement works – to lay road preservation material, micro surfacing. Members agreed that this road is too wet for this type of re-surface, and it would be better if it was applied in the warmer months. Clerk to email Highways.
- x. Abandoned Caravan on Compasses Lane
Cllr Marchant reported that there is an abandoned caravan that had to be left by the side of the road. Clerk to ask SDC to remove as soon as possible as it is causing a hazard.

190. Rights of Way

None.

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

Cllr Kaye reported that he and Cllr Satterley met Ian Bishop and Chris Rose from Leigh Cricket Club on 18th February. It was a useful meeting and it was agreed that the Cricket Club will drive the project and the Parish Council will assist where necessary with finding grant funding. The Cricket Club has agreed to prepare some drawings and get some accurate costings together for the project.

192. Affordable Housing:

The Clerk updated the Parish Council with the current situation regarding the site search.

193. Aviation:

- i. To hear report of the High Weald Councils Aviation Action Group
The Clerk reported that the last HWCAAG meeting was held on Wednesday 13th February, and the next meeting will be on Thursday 14th March. The group discussed the request for three red lines made by the community noise groups six months ago to the Noise Management Board, which were:
 - a) that the new NMB should set targets for the balance between growth and noise
 - b) that the chair should be independent
 - c) that any decision that could not be agreed on the balance between growth and noise in the NMB would be passed to the minister for aviation to decide.

It was agreed at the HWCAAG meeting that an email would be sent to the community noise groups, of which there are ten altogether, to say that HWCAAG has met and has agreed to proceed as follows: the next NMB meeting on the 13th March is a critical one; if the red lines are not met at that meeting, the community noise groups will state that they have no confidence in the NMB and will leave. This is the HWCAAG agreed stance and the group will leave the NMB either with or without the other community noise groups after the meeting on 13th March if the red lines are not adopted. Richard Streatfeild has emailed all member councils to advise what HWCAAG has decided, and he has also emailed the secretary of the NMB asking for a specific agenda item to be added to the next meeting on the progress of the three red lines. If HWCAAG and the other community noise groups do decide to leave the NMB, they may form a united body that could pursue agreed objectives with the DfT, the CAA and NATS outside the NMB. Cllr Stratton-Brown added that the HWCAAG and the community noise groups would work through the various MPs, and complaints regarding aircraft noise must continue to be sent to MPs.

- ii. The Clerk reported that the Aviation Environment Federation's Annual Report 2018 has been received.
- iii. AEF: Aircraft Noise Conference from 9am to 4.30pm on Tuesday 5th March 2019 at SCI, 15 Belgrave Square, Belgravia, London SW1X 8PS.

194. Leigh Village Halls report

Cllr Johnston reported that a new boiler has been installed in the Large Village Hall.

195. Aged Persons Dwellings

Cllr Marchant and Cllr Croft reported that they have looked at the path at No.2 The Bungalows. A couple of the slabs have moved slightly and members agreed to lay resin at the joints where there is a slight gap. This work to be done in April or May as the weather improves. It would not be possible to completely relay the path as the resident and her carers require access at all times, and a completely new path would mean that the path would be closed for a week. The agreed works would remove any minor trip hazards on the path.

196. 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 1: SDC: updated guidance on Counter-Terrorism Policing.
- ii. Item 4: AEF: What's coming up in 2019:
 - 4th March: Heathrow Airspace and Future Operations consultation closes
 - 5th March: AEF Aircraft Noise Conference
 - 11th March: Heathrow expansion legal challenge proceedings begin
 - 11th April: Aviation Strategy consultation closes
 - 2nd May: Committee for Climate Change to release major report on the UK's long-term climate change targets, including updated advice on aviation.
- iii. Item 5: SDC Voluntary & Community Awards 2019: The awards to took place at St Nicholas' Church, Sevenoaks on the evening of Wednesday 13February 2019. The winners were chosen by an in-house panel of judges.
- iv. Item 6: Kent Resilience Forum, sending a parish pack which provides information and guidance to parishes and communities in Kent to assist with preparations for emergencies. This document can inform planning and preparedness for a number of scenarios, such as flooding or severe weather.
- v. Item 7: SDC News Release: Sevenoaks District Council has set a budget for the coming year that will continue to protect its services and invest in local communities, despite no longer receiving any direct funding from the Government. The Council has agreed an annual budget of £15.3 million. Residents who live in a Band D property, the average in the District, will now pay £215.01 per year in Council Tax for the Sevenoaks District Council element of their bill, an increase equal to less than two pence a day. Sevenoaks District Council's share of residents' overall Council Tax bill will be 11.5p for every pound in Council Tax paid.

Cllr Peter Fleming, Leader of Sevenoaks District Council, said: "For a little over £4 a week, our residents will continue to receive some 80 District Council services, including weekly rubbish and recycling collections, which are now unique in Kent, leisure, health, open spaces, economic development, planning and food hygiene inspections. We have taken a long-term financial view, focused on efficiency and reducing bureaucracy, made savings and crucially generated income from investing within the District. All this means we can continue to protect the services that matter to residents and even invest in new ones. Beyond the services we provide, we are investing in communities across the District. The balanced ten year budget we agreed is the solid foundation that makes me believe the Sevenoaks District won't just survive but will thrive in the future. For every pound of Council Tax collected, Kent County Council's share is 69.5p, the Kent Police & Crime Commissioner's share is 10p, the average town or parish council's share is 5p and the Kent Fire & Rescue Service's share is 4p. Sevenoaks District Council collects the Council Tax on behalf of all these authorities."

- vi. Item 8: KALC News, copied to all members.

197. Finance:

- i. To approve list of payments
Cllr Skipper proposed that the list of payments be approved. This was seconded by Cllr Croft and all were in favour. Cllr Kaye and Cllr Britain undertook to authorise the online payments.
- ii. The Clerk circulated copies of the parish precept tables for all Town and Parish Councils in the district.

198. Items for reporting or inclusion in future agenda

None.

The meeting closed at 10pm.

Signed

Date

**LEIGH PARISH COUNCIL
LIST OF PAYMENTS
March 2019**

Date	Payment Number	Payee	Detail of payment	Amount Inc. VAT	VAT
04.03.19	100	Clerk	Salary March	£740.56	
04.03.19	101	HMRC	PAYE	£283.90	
04.03.19	102	KCC	Pension contribution	£296.79	
04.03.19	103	Clerk	Mileage & work fm home allowance	£89.80	
04.03.19	104	Chiddingstone Parish Council	Annual contribution towards office costs	£590.82	
04.03.19	105	Vision ICT Ltd	Cost for hosted email accounts	£194.40	£32.40
04.03.19	106	Robin Croft	Cutting War Memorial Green	£30.00	
				<u>£2,226.27</u>	<u>£32.40</u>

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