

LEIGH PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF LEIGH PARISH COUNCIL HELD IN THE SMALL HALL, HIGH STREET, LEIGH ON MONDAY 11TH MAY 2015 AT 8.00PM

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

1. a. Election of Chairman for year 2015/16

Cllr Swallow proposed that Cllr Stratton-Brown be elected as Chairman for the year 2015/16. This was seconded by Cllr Johnston and there were no other nominations. Members unanimously voted to accept the proposal. Cllr Stratton-Brown said that he was willing to stand and was duly elected.

b. To receive Chairman's Declaration of Acceptance of Office

Cllr Stratton-Brown signed the Chairman's Declaration of Acceptance of Office, which was counter-signed by the Clerk.

Open Session

Mr Peter Corbishley attended the meeting to raise safety issues about Ensfield Road. Vehicles are driven too fast and there are no signs warning drivers of the Penshurst to Tonbridge cycle path. The recent road traffic accident has raised safety concerns. Clerk to write to Kent Highways, Kent Rights of Way and Kent Police requesting

- signs warning drivers of the cycle path
- SLOW painted on the road or preferably a reduction in speed limit
- a crash barrier installed between the cycle path and the road on the western side
- a barrier installed at the end of the cycle path to stop cyclists accessing directly onto the road
- to move the barrier back on the eastern side to allow adequate space
- to paint a cycle path on the road between the two existing cycle paths.

Members thanked Mr Corbishley for bringing this to the attention of the Parish Council, and Clerk undertook to keep Mr Corbishley informed of progress made.

Report from District Cllr Lake

Cllr Stratton-Brown welcomed D.Cllr Lake as Leigh's new District Councillor. D.Cllr Lake said that he would email SDC and warn them of the problem with Ensfield Road. He had nothing further to report at this stage, but added that Mrs Alison Cook has been very helpful in the hand-over of responsibilities. Cllr Swallow advised that he has received a complaint about people smoking cannabis near the properties at Meadowbank. WKHA have been informed as it is understood that the offenders are WKHA tenants. Clerk to email the PCSO and D.Cllr Lake undertook to bring it to the attention of SDC Housing officers.

Closed Session

2. To receive Members' Declarations of Acceptance of Office

Members signed and submitted their Declarations of Acceptance of Office forms, which were counter-signed by the Clerk. The Clerk reminded all members to ensure that their completed Candidates Return of Expenses form is returned to SDC by 4th June, even if it is a nil return. The Clerk asked that all members complete and return to her their DPI and NPI forms within 28 days of the election. These are sent to the Monitoring Officer at SDC and will also be displayed on the Parish Council's website.

3. **Election of Vice-Chairman for year 2015/16**

Cllr Stratton-Brown proposed that Cllr Doherty be elected as Vice-Chairman for the year 2015/16. This was seconded by Cllr Smith. Cllr Stratton-Brown also proposed that Cllr Swallow be elected as Vice-Chairman for the year 2015/16. This was seconded by Cllr Marchant. There were no other nominations. Members unanimously voted to accept both proposals. Cllr Swallow said that he was willing to stand and was duly elected. Cllr Doherty has also advised that she is willing to stand and was also duly elected.

4. **Apologies for absence** were received from Cllr Doherty and members accepted her reason for absence. Apologies were also received from County Cllr Pearman.

5. **Appointment of Committees and representatives to other bodies**

The following Committees were appointed and representatives to other bodies approved:

Finance Committee: Cllr Doherty, Cllr Marchant, Cllr Stratton-Brown, Cllr Swallow.

Environment Committee: Cllr Croft, Cllr Johnston, Cllr Smith.

Planning Committee: Cllr Doherty, Cllr Johnston, Cllr Marchant, Cllr Stratton-Brown, Cllr Smith.

APD Committee: Cllr Johnston, Cllr Marchant, Cllr Stratton-Brown.

The Green: Cllr Swallow.

Public Transport: Disbanded.

Aviation Working Party: Cllr Stratton-Brown, Cllr Smith, Mr Ian Harris, Mr Stephen Smith, Mr Mark Hammers.

HWCAAG: Cllr Stratton-Brown, Cllr Smith.

Leigh United Charities: Mr Brian Ball.

Leigh Village Halls

Management Committee: Cllr Johnston.

Internal Auditor: Mr Roger Sykes.

Tree Warden: (vacancy)

CPRE: Cllr Smith.

KALC Sevenoaks branch: Cllr Stratton-Brown, Cllr Swallow

6. **To resolve to use the General Power of Competence**

The Clerk reported that the Parish Council remains eligible to use the General Power of Competence. The Clerk reported that under the Localism Act 2011, the General Power of Competence gives local authorities the power to do anything that an individual generally may do. It is the power of first resort and should be used as the statutory power for all resolutions. Councils must meet the criteria as set out by Secretary of State, i.e.

- at time of resolution, the number of Councillors elected at the last election must equal or exceed 2/3 total number of seats on council
- the council must have a qualified clerk in Local Council Administration and the General Power of Competence module.

There are some restrictions: to abide by statutory duties such as considering the likely effect of crime and disorder and conserving biodiversity, and to abide by legislation, such as employment law, health & safety, equality and data protection. Cllr Kaye proposed that the Parish Council resolve to use the General Power of Competence, this was seconded by Cllr Johnston and all were in favour.

7. **To approve dispensations to allow members to discuss and agree the setting of the Parish Precept**

The Clerk reported that under the Localism Act, it is necessary for the Parish Council to grant a dispensation for members to discuss and agree the setting of the parish precept. This is because all members will have a disclosable pecuniary interest in this as all members live in the parish. There might be other instances where a dispensation may be necessary, such as deciding the council's response to a proposed development affecting the entire parish area.

Without a dispensation, the statutory restrictions would prevent members from participating in or voting at a meeting on such business. Cllr Stratton-Brown proposed that the Parish Council grants a dispensation for members for a period of four years for all discussions relating to setting the parish precept. This was seconded by Cllr Swallow and all were in favour. Members completed and signed the dispensation form and returned to the Clerk.

8. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed

Cllr Marchant declared a DPI in items 15(ii) and 18(ii)(v) as he has provided a quote for the work.

9. To review and approve amendments to Leigh Parish Council's Standing Orders

Members reviewed the amendments to the Standing Orders. The amendments relate to:

- i. Section 1 (Meetings) to give approval for agendas and minutes to be circulated by email.
- ii. Sections 24 (Quotations for Work Required) and 25 (Tenders).

Cllr Swallow proposed that these amendments be accepted, this was seconded by Cllr Marchant and all were in favour.

10. To review Leigh Parish Council's Finance Regulations

Members reviewed the Finance Regulations. Cllr Provan proposed that they are approved, this was seconded by Cllr Kaye and all were in favour.

11. The minutes of the Leigh Parish Council Meeting held on 13th April 2015 were approved and duly signed. Proposed by Cllr Marchant seconded by Cllr Smith and all were in favour.

12. To hear update and approve minutes of the Annual Parish Meeting held on 23rd March 2015

Cllr Stratton-Brown proposed that the minutes be approved. This was seconded by Cllr Swallow and all were in favour.

13. Planning

i. To consider applications received

- i. SE/15/01002/HOUSE: The Old Stables, Moorden Lane, Chiddingstone Causeway TN11 8JD - Alterations to existing ground floor openings. Members supported this application.
- ii. SE/15/01103/HOUSE: 1 The Compasses, Leigh TN11 8HT - attic conversion of existing, end of terrace dwelling house to provide a fourth bedroom and shower facility. Members supported this application.
- iii. SE/15/00954/HOUSE: 7 Lealands Avenue, Leigh TN11 8QU - demolish existing single storey side extension and build two storey side extension and single storey rear extension. Members supported this application.
- iv. SE/15/00940/FUL and SE/15/00941/LBCALT: Church Hill House, Church Hill, Leigh TN11 8RG - change of use of outbuilding into habitable accommodation with a link extension to main dwelling and alterations externally and internally. Clerk to contact neighbours to see if they have any objections. If not, members supported this application.
- v. SE/15/01191/FUL: Gaza Trading Estate, Scabharbour Road, Hildenborough TN11 8PL - demolition of existing ancillary building (unit 18) and erection of ancillary building to provide site managers accommodation. Members supported this application providing that there is a condition imposed on any approval to link the dwelling to the industrial site.

The Clerk reported that the following applications were considered by the Planning Committee during the month:

- vi. SE/15/01011/HOUSE and SE/15/01012/LBCALT: The Coach House, Ramhurst Manor, Powder Mill Lane, Leigh TN11 9AS - demolition of utility and erection of a single storey side extension. Members supported this application.

- ii. To consider request for improved infrastructure arising from Community Infrastructure Levy
The Clerk reported that SDC adopted its Community Infrastructure Levy (CIL) Charging Schedule in February 2014, and has been charging on qualifying developments since August 2014. For residential development there are two bands of £75 or £125 per sq. m. Towns and parishes where new development occurs will benefit from CIL as a percentage of the money secured from developers is to be paid to town and parish councils to spend on local priority infrastructure. The Government requires that 15% of CIL receipts should be passed to Town and Parish Councils, or 25% where there is an adopted Neighbourhood Plan, but SDC has decided that all parishes should receive the equivalent of 25% of £125 per sq. m (or £31.25 per sq. m) for qualifying residential development. Infrastructure includes (but is not limited to):

- roads and transport facilities,
- flood defences,
- schools and educational facilities,
- medical facilities,
- sporting and recreational facilities, and
- open spaces.

The CIL Charging Schedule was adopted on evidence that was submitted to SDC as part of the CIL Charging Schedule examination process in 2013. In light of the CIL Charging Schedule being adopted, SDC is keen to update its evidence for the Infrastructure Plan, which will aid the delivery of key infrastructure projects to support new development. SDC asks that your Council consider the attached documents and submit the information requested for any new or improved infrastructure that is considered to be needed to support development planned in your area and would be provided by your Council (e.g. parks or allotments). Appendices D, E, F and G of the 'request for evidence' document set out the anticipated housing development trajectories for different parts of the District and set out 'identified sites'. The CIL Infrastructure Plan is a key document that the Council will use in making decision on the allocation of CIL receipts other than those passed directly to Town and Parish Councils. If you consider there are infrastructure needs arising from new development in your Council's area that the District should fund through its CIL receipts it is essential that you respond to this consultation as otherwise you may miss out on the chance to secure CIL funding. SDC would also be interested in your Council's suggestions of additional infrastructure that would usually be provided by other organisations (e.g. schools provided by KCC). It is not expected that such suggestions are accompanied by the information requested for infrastructure to be provided by your Council.

Members suggested the following improvements:

- i. An all-weather pitch on the school sports field
- ii. Re-development of the cricket pavilion
- iii. Additional classroom at Leigh Primary School
- iv. Highway improvements around The Green
- v. Possible zebra crossing near the school (subject to investigation)

- iii. Old Powder Mills development

The Clerk reported that she has received a letter from Elly Holder, SDC: Under the Public Health Act 1925, SDC has received a request to officially assign three new street names to the new development at Old Powder Mills. They are:

- i. Burton Avenue
- ii. Mill Stream Rise
- iii. Ramhurst Gardens

Members supported these three street names, providing that the owners of Ramhurst Manor have no objection to (iii) above.

- iv. Notification of planning decisions

- SE/15/00478/LDCEX: Little Moorden, Cinder Hill Lane, Leigh - storage shed. Application approved.

- SE/15/00554/HOUSE: 4 Donkeyfield, Leigh - demolition of existing P-shaped UPVC conservatory and replacement with a new L-shaped UPVC or aluminum conservatory to include a lightweight Guardian tiled roof with tiles. Application approved.
 - SE/15/00659/HOUSE and SE15/00660/LBCALT: Foxwold, Cinder Hill Lane, Leigh - erection of single storey replacement garden room. Application approved.
 - SE/15/00567/HOUSE: St. Andrews Cottage, Scabharbour Road, Hildenborough - two storey side and rear extension, roof, fenestration and internal alterations. Application refused. Reason: The size and bulk of the two storey extension would overwhelm and dominate the host property and would not appear as a subservient or modest addition. The property is within the Green Belt and the proposed extensions would result in the disproportionate enlargement of the original dwelling, as it more than doubles the size of the original floorspace of the host property, contrary to Policy GB1 of the Sevenoaks Allocations Development Management Plan. The Very Special Circumstances raised do not justify the harm which would be caused to the Green Belt. As such it is considered that the extension would be inappropriate development within the Green Belt.
 - SE/15/00546/HOUSE: 22 Barnetts Road, Leigh - erection of an orangery with a roof lantern. Application approved.
- v. Brookside Barn: item carried forward.
- vi. Cllr Stratton-Brown suggested that the Clerk request that SDC serve a S.215 notice on land adjacent to the railway bridge in an effort to tidy the land by removing the vehicles.

14. Highways & Environment

- i. to discuss drainage and flood related issues
- i. Lealands Avenue:
The Clerk reported that Jodi Harrison at KCC has advised: "I can confirm that I have raised a CCTV investigation for Greenview Avenue of which we will be carrying out root cutting, gully cleansing, main line cleansing and camera surveying the lines to ensure everything on Greenview Avenue is running effectively. This work has an estimated completion date by the 13th of May 2015. In regards to Lealands Avenue, I have found that this road is private and therefore not maintainable by Kent County Council, however we did cleanse 4 gullies on this road which were located at the junction with Greenview Avenue upon our first visit to ensure that everything flowed as it should. As the flooding issues in Lealands Avenue are reportedly caused by the drainage that has been installed by KCC in the school playing fields I will ask that John Vigor liaises with the previous Sevenoaks Engineer and investigates this further."
- ii. Coppings Road:
The Clerk reported that John Vigor reported that, following the extensive ditching and cleansing works in the road he has identified a small section of ditch that was missed and would have caused the flooding issue. He is in the process of raising a job to get this cleared.
- iii. Blackhoath Cottages, Cinder Hill Lane:
The Clerk reported that John Vigor at KCC met John Henderson, and Mr Henderson explained the situation and advised the Clerk that for the first time he is quietly confident that the matter will be resolved at last. John Vigor reported today that he met the customer on site and identified the need for the private landowner, The Honorable Robin Hope-Morley of Hall Place, to clear ditches on his land. John Vigor sent a letter requesting that this work is carried out and, within days, was contacted and assured that the works would commence within 2 weeks of receipt of the letter.
- iv. Penshurst Road:
Cllr Marchant reported that the kerbs have now been lowered to the resident's satisfaction.
- ii. to hear update regarding the request for a permissive path at Paul's Hill Cottage
Cllr Stratton-Brown reported that he still has not heard back from Steven Noad and undertook to chase.

- iii. to hear update regarding the request for a new SID on B2027 Hildenborough Road
 The Clerk reported that after the last Parish Council meeting, she contacted Richard Heaps at KCC with the following: "I have raised this with the Parish Council and they are not happy with the proposed location of the vehicle activated sign near Park House. They think it should be positioned on the opposite side of the road, so that oncoming traffic see the sign straight in front of them, not over to the right. We think that's surely much safer. The position we would like to see it is one side of the entrance to Gibbs Field. There is low-level lighting in Gibbs Field, and an electrical substation there, which would mean that electricity would be available and the sign would not, therefore, have to rely on solar power. Very happy to meet you on site to discuss positioning, and we can obtain all the necessary landowner consents when position been agreed. The Parish Council is happy with the suggestion of dragon's teeth, a white line and 'slow' painted on the road to create a gateway. Please can you let me know if you would like to meet, or otherwise your thoughts on the above".
 The Clerk reported that the following response has been received from Richard Heaps:
 "I had a look at this last week and feel there is a possibility of siting a sign here. The only location, given the amount of tree growth and the presence of a ditch would be in front of the telegraph Pole at the corner of Gibbs Field, but sited so that the sightlines for cars exiting the close is not obscured. There are some potential issues however with the presence of buried services and the culvert for the ditch, and also the amount of tree cover meaning any solar powered sign would not work so using an electrical connection, possibly from Gibbs Field, would be required. There is also an issue with ensuring that foliage does not obscure the view of the sign, and an additional commuted sum may be required to fund ongoing clearance. I need to discuss the further with our Intelligent Transport Systems team, who deal with the installation of all such signs, to see if this location meets the various technical specifications, and I will be in contact with you once I have an answer on whether this site is acceptable."
- iv. to hear update regarding the maintenance of trees on The Green Lane
 Cllr Johnston reported that work to the trees has now been carried out.
- v. to hear update regarding the maintenance of boundary between Old Burial Ground & Well Close
 Cllr Croft reported that the work is on-going.
- vi. to consider request for trees to be cut back on the path from Well Close to Kiln Lane
 Cllr Stratton-Brown reported that some work has been done and undertook to take a look.
- vii. to consider applications for tree works
 None.

15. The Green

- i. to consider proposals to improve the surface of The Green
 Cllr Swallow reported that he has received notification from Sport England that the Parish Council's bid for funding to improve the drainage and surface of The Green has been successful and the Parish Council has been awarded a grant of £65,000. The total project cost is anticipated to be £74,928. There are certain conditions:
- The project must be completed within two years.
 - The Parish Council must write to accept the grant offer.
 - The Parish Council must provide a copy of a bank statement and insurance certificates.
 - The title held by the Land Registry must be amended to say that The Green will retain its sports use.
 - A legal contract with Sport England will need to be drawn up. Legal costs are included in the anticipated project cost and will be covered by the grant.
 - Each sports club using The Green must have an approved child protection policy in place.
- Cllr Swallow said that the project will include a main drain and sub-drains in the outfield to allow the football pitch and the cricket pitch to be used. The Green will be levelled and the playing surface improved.

Cllr Swallow proposed that the Parish Council accept this offer of a grant. This was seconded by Cllr Marchant and all were in favour. Cllr Stratton-Brown thanked Cllr Swallow for the tremendous amount of time he has committed to this project so far.

- ii. to consider improvements to the verge outside Elizabeth Cottage
The Clerk reported that she has asked KCC to repair the verge and lay countryside kerbing, but has not yet received a response. Members agreed that if the response is negative, Clerk to ask whether funding could be achieved through C.Cllr Pearman's Members Fund.
- iii. Memorial Bench on The Green
Cllr Stratton-Brown reported that he received a request for the memorial bench for Lucie Blackman to be re-sited slightly on The Green so that it is in line with the other bench in front of the school. Mrs Steare's builders have agreed to carry out this work. Members agreed to re-position the bench and to pay Mrs Steare's builders for this work, which will include removing the old bench and making good the area.
- iv. to consider request for The Green to be used for the school leavers party on 23rd July
Members approved this request.
- v. Trees on The Green
The Clerk reported that she has instructed Bartletts carry out work to the Hornbeams and the Poplar on the driveway to the church.
- vi. to consider recommendation for a consultant's report on the Veteran Oak
The Clerk reported that she has forwarded Bartlett Consulting's email and quote to Kent Men of the Trees for their advice, but has not heard back.
- vii. In light of the possible development of the school, members briefly discussed this and the impact that this development might have on The Green.

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

The Clerk reported that the next meeting will be held on Tuesday 2nd June. This will be an AGM with election of the Chair and Vice-Chairs. The Clerk reported that The Airports Commission has announced that they are to hold another consultation – on air quality. This is the result of the decision by the Supreme Court that the UK must implement the EU limits on air quality. GACC say: "This may rule out a third Heathrow runway, but it may also rule out a Gatwick runway. The EU law states that 'Air quality status should be maintained where it is already good, or improved.' Doubling the number of aircraft at Gatwick plus the forecast extra 100,000 cars plus commercial vehicles per day would be bound to worsen air quality and would be contrary to the EU Directive.'

17. Village Halls update

Cllr Johnston reported that the Village Halls Management Committee is going to purchase a tree seat for the front of the Large Village Hall in memory of Brenda Lewis and John Knock. Members agreed that this would be a fitting memorial.

18. Aged Persons Dwellings

- i. to hear update regarding improvements to No.1 The Bungalows
 - i. The Clerk reported that she sent the Landlord's Certificate for a Disabled Facilities Grant to KCC for work to replace the bathroom with a wetroom. The Clerk advised that she has spoken to Mrs Broad, who has not heard when the work will be undertaken, but was delighted with the Parish Council's approval and said that she desperately needs the work to be done.
 - ii. The Clerk reported that Mrs Broad has asked that the Parish Council sort out a problem with the overflow from the tank in the loft, this is dripping badly. The Clerk reported that she has spoken to a plumber who will attend.
 - iii. The Clerk reported that she asked Mrs Broad about her electricity. She said that Toby Ball inspected it about a year after she moved in, so in about 2011. Recently, Mrs Broad's electricity provider, SSE, replaced the board free of charge. The Clerk contacted SSE who confirmed that they replaced the board but said that it is not necessary to issue a certificate for this work. Members agreed to ask the electrician to carry out an electrical inspection of No.1 The Bungalows at a cost of £200 + VAT.

- ii to approve costs relating to improvements to No.2 The Bungalows
 - i. The Clerk reported that she has asked the same plumber to visit No.2 The Bungalows and look at the leaking toilet for Mrs Fagg.
 - ii. The Clerk reported that she has asked an electrician to carry out an inspection and test. This will cost £200 + VAT. If an upgrade and new board is required, this will cost £450 + VAT. The electrician said he will visit to see what is required.
 - iii. The Clerk reported that she, Cllr Stratton-Brown and Cllr Johnston will visit Mrs Fagg next week, possibly Thursday 14th, to look at the windows and the door.
 - iv. Gutters – Cllr Croft reported that he inspected the gutters and cannot see a leak.
 - v. Path – The Clerk reported that she told Angie Hollands that the Parish Council's recommendation is that Mrs Fagg moves out of the property for one week whilst the path is dug up and the new path laid. Members agreed that the Clerk should obtain legal advice.

19. To discuss the verge cutting contract for 2015

The Clerk reported that KCC has advised that their grant to the cluster of parishes for this year's contract will be reduced by £133.24. All four parishes are in agreement to undertake three full swathe cuts this year, as opposed to two full swathe cuts and one visibility cut. This should cost each parish £797.15 providing that the contractor's rates remain the same which he has said they will providing that fuel costs do not increase. The first cut will be done during week commencing 18th May, the second cut will be done in late July and the third cut will be done in mid-October. All members approved this course of action and all costs.

20. To consider co-hosting an SDC 'Switch & Save' event with Chiddingstone Parish Council

The Clerk reported that SDC has asked whether they can hold a Switch & Save event in the area, and the Clerk suggested that Leigh and Chiddingstone share the event which could be held in Chiddingstone Causeway Village Hall. Members agreed. Clerk to advertise in the parish magazine.

21. To consider facilitating a Parish Litter-Pick

The Clerk reported that Brian Ball asked last year that this is done. SDC will provide high visibility jackets and gloves, recycling and refuse sacks, and will collect the full sacks after the event. Eva Charrington has advised that she and some neighbours have carried out a litter-pick in the Powder Mills area and suggested that a Love Where you Live poster is put on the parish noticeboard, which the Clerk has done. Members agreed to arranging a Litter Pick. Clerk to liaise with Brian Ball.

22. To report on correspondence received

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

- i. Item 2: KALC: new member training event: "For the new Councillor in your Parish or Town Council, or for those re-elected that may want a refresher. This event is eminently suitable for all, and is a great starting point for any Councillor. It is a 90 minute Workshop Event at the very reasonable rate of £25.00 inc VAT.
 - Sevenoaks and Tunbridge Wells event will be on 2nd June and
 - Tonbridge & Malling event will be on 9th September."
- ii. Item 3: Clive Pearman: notification of highway works:
 - Powder Mill Lane, from its junction with Hildenborough Road to 30mph speed limit plates, carriageway microsurfacing in Spring/Summer 2015, date to be programmed.
 - High Street, from its junction with Lower Green to its junction with Powder Mill Lane, carriageway microsurfacing in Spring/Summer 2015, date to be programmed.
- iii. Item 5: Kent Police:
 - Eggie Lane, Leigh: on Thursday 16th April between 12:27pm and 2:05pm, a chainsaw was stolen from a barn and a handbag stolen from a car. A suspicious silver car with two male occupants was witnessed at the time.

- Officers investigating a road collision in Leigh that left a man seriously injured are appealing for witnesses. The incident occurred on Ensfield Road, at about 3pm on Thursday 16th April. A white Renault Kangoo van was being driven in the direction of Tonbridge when it left the road and came to a stop on its roof. One of the occupants, a man in his 20s, was flown by air ambulance to a London hospital where he remains in a critical condition. The other occupant, also a man in his 20s, was taken to a local hospital with minor injuries. Witnesses to the collision are urged to contact the Serious Collision Investigation Unit on 01622 798538 quoting reference MM/AH/60/15. Alternatively email sciu.td@kent.pnn.police.uk.
 - Powder Mill Lane, Leigh: between 4:30pm on Friday 17th April and 10:00am on Saturday 18th April, a container in a yard was entered and power tools were taken.
- iv. Item 7: Kent Police: We are currently recruiting for volunteers to join the Independent Custody Visiting Scheme and we are seeking individuals ages 18 or over to join us. Please see: <https://www.kent-pcc.gov.uk/icv.html>.
 - v. Item 10: Leigh Primary School – invitation to the opening of the ‘John Knock Cricket Net’ at 11.30am on Thursday 7th May.
 - vi. Item 11: SDC re: Free Defibrillator and Everyday First Aid Training on Saturday 6th June 2015, 9.30am-12.30pm or 1pm-4pm at Sevenoaks District Council offices. This course is aimed at people with very little or no previous knowledge of first aid and is free and open to anyone who lives or works in Sevenoaks District.
 - vii. Item 13: KALC, with email from Clive Pearman & Matthew Balfour with a Parish Guide on drainage: “KCC is responsible for the maintenance of the 5,400 miles of public highway including 250,000 roadside drains (gullies) and associated drainage systems. Every year we receive around 10,000 enquiries about drainage and flooding and spend over £4m maintaining and improving the County’s drainage infrastructure. KCC’s Drainage Team has put together a short guide which explains the KCC’s legal obligations and also the roles and responsibilities of others. The guide details how works are prioritised to ensure that we provide the best service we can with the available budget. It also explains how Parish Councils can self-help and minimise the risk of flooding in their patch. We hope that you find this information useful however should you have any further questions please do not hesitate to contact our Drainage Team on 03000 41 81 81 or by logging an enquiry on our website: www.kent.gov.uk/roads-and-travel/report-a-problem.” The Clerk reported that she will add this to the Parish Council’s website and point residents to the website in the parish magazine.
 - viii. Item 14: Email from Alan Dyer, SDC: “As you may know I am retiring shortly. My last day in the office will be May 15 and after that date there will be new contacts for you:
 - Antony Lancaster is our new Strategic Planning Manager in charge of the Planning Policy Team. He and his team can advise on planning policy matters
 - Mark Turner is our new Development Manager in charge of the Development Control team. He and his team can advise on individual development proposals.
 I’ve enjoyed working with the various parish and town councils over the eight years since I came to Sevenoaks in 2008. My best wishes to all of you for the future.”
 - ix. Item 15: KALC: “KALC is working with KCC and Kent Police on a Pilot Local Warden Support Officer Scheme. The existing Community Wardens will be realigned to provide greater coverage and a more equal balance across Kent. The Pilot Local Warden Support Officer (LWSO) Scheme is a voluntary role and is not intended to replace Community Wardens. LWSOs are expected to be the “ears and eyes” of their communities, be conduits for information and support and engage with the local community providing general advice to members of that local community, signposting them to the appropriate agencies and liaising with local community groups, partners (e.g. police, Fire Service, Neighbourhood Watch etc.) and with the local KCC Community Warden. We are looking for up to 12 Pilots across Kent. There is no cost to those Parish/Town Councils who take part in the Pilot Scheme, as funding is being sought for the Pilots. If the Pilot Scheme is successful and the Scheme is rolled out in the next financial year, it is estimated that a Parish/Town Council who takes part in the Scheme would make a financial contribution of around £400.

This will cover the uniform and towards training costs. The aim is to start the Pilot Scheme in September. However, in order to be in a position to start the Pilots then, Expressions of Interest from Parish and Town Councils will need to be sent to me by Wednesday 10 June.” Members agreed to consider this further at the June Parish Council meeting.

23. Finance:

- i. to consider insurance renewal premium: £1,125.02
Cllr Croft proposed that the insurance policy be renewed. This was seconded by Cllr Johnston and all were in favour.
- ii. to approve membership renewal to Campaign to Protect Rural England: £36
Cllr Smith proposed that the Parish Council renew their membership to CPRE. This was seconded by Cllr Kaye and all were in favour.
- iii. to approve payment of cheques
Cllr Marchant proposed that the list of cheques be approved. This was seconded by Cllr Smith and all were in favour.
- iv. to approve 2014/15 Year End Accounts
Members agreed to defer this item until the June Parish Council meeting.
- v. to review the effectiveness of the Parish Council’s Internal Audit Procedures
Members considered the procedures and unanimously agreed that they are still effective.
- vi. Audit for year ending 31st March 2015
 - a. To approve Statement of Accounts
 - b. To consider and agree Annual Governance Statement
 Members agreed to defer this item until the June Parish Council meeting.

24. Items for reporting or inclusion in future agenda

Cllr Croft asked that the maintenance of Crandalls Pond be added to the June Parish Council agenda.

The meeting closed at 10.00 pm.

Signed

Date

**LEIGH PARISH COUNCIL
LIST OF CHEQUES
11th May 2015**

Date	Cheque	Payee	Detail of payment	Amount Inc. VAT	VAT
11.05.15	1587	Clerk	Salary	£578.60	
11.05.15	1588	HMRC	PAYE	£161.50	
11.05.15	1589	Clerk	Mileage & office expenses	£74.60	
11.05.15	1590	KCC	Pension contribution	£215.42	
11.05.15	1591	CPRE	Subscription	£36.00	
11.05.15	1592	Zurich Municipal	Insurance renewal	£1,125.02	
11.05.15	1593	Teambase	Stationery	£61.08	£10.18
11.05.15	1594	Peter Croft Gdn.	Mowing	£260.00	
				<u>£2,512.22</u>	<u>£10.18</u>

* * * * *