

LEIGH PARISH COUNCIL

MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD REMOTELY VIA ZOOM MONDAY 4TH JANUARY 2021 AT 8.00PM

PRESENT: Cllr J. Kaye (Chairman), Cllr R. Britain, Cllr P. Croft, Cllr R. Lake, Cllr G. Marchant, Cllr G. Rogers, Cllr S. Satterley, Cllr B. Skipper and Cllr S. Smith

APOLOGIES: None

IN ATTENDANCE: Mrs L. Kleinschmidt (Clerk). County Cllr Lake and District Cllr Osborne-Jackson attended the meeting for the Open Session only.

As previously agreed, the meeting was recorded.
Cllr Kaye wished everyone a Happy New Year.

Open Session

Report by County Cllr Lake

County Cllr Lake wished everyone a Happy New Year, and reported as follows:

1. The KCC meeting to discuss the 2021/22 budget will be held next week and C.Cllr Lake said that he still hopes that KCC can provide a budget that does not demand monies to be paid in council tax in addition to the 5% increase – 3% general increase and 2% increase for social care – which he believes is still on the high side.
2. Waste collections may be delayed as Dunbrik Household Waste & Recycling Centre is struggling with a shortage of staff.
3. There are a lot of deer in the area, sadly there are currently two dead on the Penshurst Road. C.Cllr Lake suggested that additional deer warning signs could be erected in the parish. Members agreed, and Clerk to request a pair of new signs on the B2027 near Blackhoath Cottages, a pair on the Penshurst Road and a pair near Bid Bridge on the Hildenborough Road.
4. Kent Highways is under tremendous pressure and Leigh is high on the list for a camera survey of the drains in Powdermill Lane. KCC will also clear a blocked drain in an emergency.

Report by District Cllr Osborne-Jackson

District Cllr Osborne-Jackson wished everyone a Happy New Year, and reported as follows:

1. There may be a delay in collecting your refuse at the moment as the Dunbrik depot is short staffed. There is also an increase in refuse and recycling due to Christmas and additional deliveries due to people working from home. If your collection has been missed, please report this to SDC and officers will do their best to collect, but it may be delayed until your next normal collection day. Staff will be focusing resources on the collection day in question and will attempt to reduce missed collections each day, this may mean that previous days' missed collections will not be collected until up to and including the next normal collection day. Whilst this is far from ideal, this is the best way to clear the backlog. Garden waste collections are suspended for the time being until the backlog of refuse collections has been cleared. Cllr Marchant wished to express the Parish Council's thanks to the refuse collection staff for continuing to work in very difficult circumstances. Clerk to write to SDC.
2. The Development Control Committee meeting held in December discussed an application in Leigh, and D.Cllr Osborne-Jackson was grateful to Cllr Marchant for attending. The application was approved with conditions. The application for the Leigh Flood Storage Area will be discussed at the January Development Control meeting. Members discussed the objections raised by Penshurst Parish Council which were noted. The main point that members felt was important for Leigh is that all the agencies – the Environment Agency, KCC Highways and Network Rail – must work in conjunction to ensure that the process works efficiently. Cllr Britain undertook to attend the DCC meeting and Clerk to book him in to speak.

County Cllr Lake and District Cllr Osborne-Jackson left the meeting at 8.30pm.

Closed Session

115. Apologies for absence

None.

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

None.

117. Minutes of the Leigh Parish Council Meeting held on 7th December 2020

Item 111(i) was amended to read: "...It was agreed that a decision would be made by email." With this change the minutes were approved. Proposed by Cllr Croft, seconded by Cllr Britain, and all were in favour. The minutes will be signed at the next public meeting.

118. Planning

i. To consider applications received

i. SE/20/03665/LDCPR: 1 Burton Avenue, Leigh TN11 9FB - loft conversion.

ii. SE/20/03722/LBCALT: The Old Lodge, Hall Place, High Street, Leigh TN11 8RP - internal and external alterations to enlarge ground floor kitchen area and reposition bathroom.

It was agreed that the above two applications would be considered by the Planning Committee and comments agreed by email.

ii. To report SDC planning application decisions

• SE/20/02952/HOUSE: Charcott Place, Charcott - demolition of front and back porches, erection of new front porch and a two storey side extension, replacement of existing timber cladding with brickwork to match existing, erection of a chimney to East elevation and alterations to fenestration. Application approved.

• SE/20/01458/MMA: Meadowside, Scabharbour Road, Sevenoaks Weald - Minor Material Amendment to 19/02105/HOUSE. Application approved.

• SE/20/02543/HOUSE: 7 Wyndham Close, Leigh - proposed roof conversion and rear roof alterations. Application approved. Condition: The window in the dormer on the proposed east facing elevation of the development hereby permitted shall be glazed with obscure glass of no less than obscurity level 3 and permanently fixed shut, unless the parts of the window/s which can be opened are more than 1.7m. above the floor of the room in which the window is installed, and shall thereafter be permanently retained as such.

• SE/20/03158/HOUSE and SE/20/0159/LBCALT - Home Farm Cottage, Hildenborough Road, Leigh - demolition of lean-to extension and construction of new kitchen extension with link building and external paving works. Application approved.

• SE/20/03213/HOUSE: Woodside House, Penshurst Road, Penshurst - garden room roof and external alterations to the garden room. Application approved.

iii. To discuss SDC's request to go paperless on planning applications

The Clerk reported that SDC has advised that 91% of applications are now submitted electronically and as a result SDC is no longer working with hard copies of application documents. SDC is proposing to consult Town and Parish Councils by email only from Monday 4th January 2021 and ask that parishes view applications online. A link will be provided in the consultation email sent by the Validation team. There will be exceptions for large scale major applications when Town and Parish Councils will be provided with hard copies. The Clerk said that she has queried this with SDC as officers had said that going paperless would be done in a phased way so that parishes that still wanted to receive paper copies can still do so. SDC responded to say that the Validation team can still copy plans and send out by first class post, but staff are only in office 2-3 times a week. Only the application form and plans will be sent out in paper form and all other documents, such as the Design and Access statement, will be available online. This could be trialled and reviewed in February. Members said that they would accept this course of action, although it was not ideal.

iv. To discuss The Environment Agency's application for Leigh Flood Storage Area

See Open Session above.

119. To hear update regarding the Parish Council's application to list The Fleur de Lis public house as an Asset of Community Value

The Clerk reported that SDC has approved the Parish Council's nomination and the Fleur de Lis will be listed as an Asset of Community Value. SDC concluded that the use of the asset in the recent past furthered the social wellbeing, recreational and cultural interests of the community. Under s.92(1) of the Localism Act 2011, the owner of the asset has the right to request a review of SDC's decision in writing by 3rd February 2021, 8 weeks from the date of the notification letter. The Clerk advised that if the owner of an asset of community value that appears on the local authority's list wants to sell, they must notify SDC of their intention to do so. Community interest groups will then have six weeks to lodge a non-binding expression of interest, with a further four and half months (making six months in total) to delay the sale. Any bid for the asset in the initial six week moratorium period can only be submitted by a community interest group (a legally constituted organisation such as a charity, a company limited by guarantee that does not distribute profits amongst its members, an Industrial and Provident Society, a Community Interest Company (CIC) or a Parish Council). During the moratorium period, the owner may market and pursue discussions about the sale with whomever they choose, but may not exchange contracts other than with a community interest group. There is no first right of refusal for a community interest group. At the end of the moratorium period, the owner will be free to sell to whomever they wish at the price they wish, and for a protected period of 18 months will not again be subject to a further moratorium. There are a number of exemptions to the moratorium, when disposals are permitted to go ahead, and these are outlined in the Localism Act (2011). The most relevant are as follows:

- Gifts or disposals to family members
- Disposal of part of a business sold as a going concern
- Disposals in fulfilment of a planning obligation, option or pre-emption right made before the asset was listed
- Disposals under statutory compulsory purchase
- Disposals for the purpose of enabling NHS services to continue to be provided on the land
- Disposals held for the purposes of a school or further education.

120. The Green

i. To hear brief update regarding unauthorised encampments and preventative steps that could be taken to protect The Green

Cllr Kaye reported that he has now received approximately 50 responses from residents to the request for comments on whether the Parish Council should erect a fence or install posts to protect The Green from unauthorised encampments. A number of thoughtful points have been made, and Cllr Kaye said that he and the Clerk will prepare a paper for members' consideration to cover all aspects of this issue. The Clerk has prepared a list of all unauthorised encampments in the district in the past two years and has requested information from the other clerks as to their experiences with this issue and the costs incurred. Cllr Kaye said that he suggests that a plan is drawn up documenting the steps that the Parish Council should take in the event of an incursion. SDC has provided a detailed paper which has been helpful. The deadline for comments from the public is 29th January and the matter will be discussed in more detail at the February meeting. It was agreed that if residents do not respond to the request for comments, then the Parish Council will assume that they will be satisfied that the Parish Council has undertaken a full and proper review and they will support the Parish Council's resolution.

ii. To discuss future maintenance of The Green

None.

iii. To discuss the possible repair of the bench on The Green in front of Porcupine House

Members discussed the damage to the bench, namely a hole on back slat, a partly broken front slat on one side, and a loose bolt. Members asked Cllr Croft to prepare a price for replacing all the slats in oak or other suitable hardwood.

121. Leigh in Bloom

i. To discuss request for a Christmas Tree to be placed in the village for December 2021

The Leigh in Bloom team has asked whether it could be possible to place a Christmas Tree on the area at the end of Church Hill where the phonebox used to stand.

Electricity to power lights would come from Bell Cottage. Members agreed to allow Leigh in Bloom to investigate this further, ensuring that the tree is well secured to prevent accidents. If this can be achieved, members were happy to fund the purchase of a 10-12ft tree each year and purchase a set of Christmas lights.

- ii. To discuss request for the area around the bench on The Green in front of Porcupine House to be planted or to have planters

Members approved the request to position planters next to the bench. Cost of planters, compost and bulbs/plants to be the responsibility of Leigh in Bloom.

122. Highways

- i. To discuss the speed of vehicles along the B2027
Residents were encouraged to email Michael Payne at KCC (michael.payne@kent.gov.uk), with a copy to C.Cllr Lake (peter.lake@kent.gov.uk) and Tom Tugendhat MP (tom.tugendhat.mp@parliament.uk), the Chairman (chair@leighkent.org.uk) and the Clerk (clerk@leighkent.org.uk).
- ii. To hear update regarding drainage issues along Powdermill Lane and Ensfield Road
See Open Session above.
- iii. Other Highway issues
Cllr Croft reported that there is a pothole on The Green Lane. Clerk to notify SDC.

123. To hear update regarding the Leigh Volunteers and the Leigh Legacy project

Cllr Rogers reported that the volunteers successfully delivered mince pies to everyone on the bread list and others who live alone. These were funded partly by the Parish Council's grant and partly by a grant from Leigh United Charities. The buddy system is up and running and a walking group was about to start but new restrictions will mean that this will now be delayed.

124. To hear update regarding the refurbishment of Leigh Cricket Pavilion

Cllr Rogers reported that she emailed the committee before Christmas to say that, at present, the Cricket Club is considering options for onward management of the pavilion once built and, until the club is comfortable with a way forward, the committee cannot make the application to the charity commission. It is right that the Cricket Club has time to consider how it wants this taken forward and hopefully the project will proceed in the new year.

125. Rights of Way

To hear update regarding the application to divert SR427 to join SR426 between Killick's Bank Cottage and Ensfield Road

The Clerk reported that information is awaited from The Penshurst Estate.

126. Powder Mills

None.

127. Charcott: To discuss the possible bus shelter on Camp Hill and associated costs

The Clerk reported that the agents for the landowner have replied to say that the landowners would be happy for a lease of the land for a bus shelter. The land is currently in an agricultural tenancy and will need to be surrendered from the agreement. The fees associated with putting this in place are as follows:

1. Lease - £750 plus VAT
2. Deed of surrender - £500 plus VAT
3. Agents fees to negotiate and draw up heads of terms for the lease and to negotiate with the tenant farmer the deed of surrender - £800 plus VAT

The Clerk advised that the cost of a bus shelter exactly like the one opposite The Wheatsheaf in Bough Beech is £3,960 + VAT including supply and installation, excluding cost of concrete base if required. Members agreed that £6,000 + VAT is high if use of the bus shelter will be low. Cllr Lake undertook to see what level of support there is in Charcott for the bus shelter at this anticipated cost, and Clerk to put a mention in the Leigh and Chiddingstone parish magazines. The Clerk reported that KCC has previously offered a grant towards bus shelters – this may be available from April but it is unknown at present.

128. To discuss correspondence received

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

- i. Item 4: SDC - Jenny Godfrey, Community Projects & Funding Officer at SDC – regarding the development of a Podcast called recover2gether which will help with recovery of both voluntary and business sectors in the Sevenoaks district.
- ii. Item 5: KCC - “As a result of The Climate Change Risk and Impact Assessment for Kent and Medway published this summer, KCC, with the support of Royal Haskoning DHV, is leading on developing an Adaptation Programme and Implementation Plan for the county. Understanding how different sectors within Kent and Medway are experiencing the impacts of climate change, the risks they face, and the adaptation action that needs to be taken is vital to make the county resilient to climate change. In order to gain better understanding of what is currently being done, where the gaps are and what opportunities adaptation could bring, Royal Haskoning DHV has designed a questionnaire as the first step in capturing this information. See www.surveymonkey.com/r/95HLHRB. It is important to submit responses by the deadline of 15 January 2021 so that we can continue with the next stages of engagement and developing the programme.”
- iii. Item 6: Southeast Communities Rail Partnership: (i) See the governments new cycling and walking strategy ‘Gear Change’ see https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/904146/gear-change-a-bold-vision-for-cycling-and-walking.pdf (ii) the dates for the Tonbridge, Redhill, Reigate line 2021 meetings are as follows: 2nd February, 18th May and 14th September in Edenbridge. The annual joint lines meeting will be held either late September or early October. (iii) Cllr Britain said that there is an arts project planned for Penshurst Station.
- iv. Item 7: SDC News Release: “An illegal waste carrier has been order to pay £437 by Sevenoaks Magistrates’ Court following a joint operation by the Council and Police. 59 year old Robert Collins of Erith pleaded guilty to transporting waste without a transfer notice at the court hearing on Wednesday 9 December 2020.”

129. Aged Persons Dwellings

- i. To discuss the lease renewal on no.1 The Bungalows from 17th December 2020
The Clerk reported that Helen Breeze was used to draw up the new lease at a cost of £120 + VAT.
- ii. To discuss the lease for no.2 The Bungalows from 1st April 2021
The Clerk reported that she is waiting to hear back from the tenant.

130. Finance:

- i. To discuss application for grant from Leigh Tennis Club towards tennis coaching for Leigh Primary School pupils
Members agreed to give a grant this year of £635, this being one third anticipated coaching costs minus the overpayment towards coaching costs last year. This is because there were fewer coaching sessions last year due to Covid-19 restrictions. Proposed by Cllr Britain, seconded by Cllr Marchant and all were in favour.
- ii. To approve list of payments
Cllr Rogers proposed that the list of payments be approved. This was seconded by Cllr Satterley and all were in favour. Cllr Kaye and Cllr Britain to authorise the online payments.
- iii. Finance Committee
Members of the Finance Committee agreed to meet on the evening of Monday 18th January.

131. Items for reporting or inclusion in future agenda

- i. Cllr Marchant reported that there have been staff shortages at Tonbridge sorting office due to sickness which may cause a delay in mail deliveries.
- ii. Cllr Kaye asked if there is an opportunity for a car charging point in Leigh. Members agreed to give it consideration.
- iii. Cllr Rogers reported that there is graffiti on the green boxes on The Green. Clerk to report to SDC.
- iv. Cllr Marchant asked if members were still able to receive a copy of the electoral register. Clerk to find out. The parish office receives a copy of the full register.

The meeting closed at 9.45pm.

Signed

Date

**LEIGH PARISH COUNCIL
LIST OF PAYMENTS
4th January 2021**

Date	Payment Number	Payee	Detail of payment	Amount Inc. VAT	VAT
04.01.21	306	Clerk	Salary	£860.12	
04.01.21	307	HMRC	PAYE	£346.05	
04.01.21	308	Clerk	Mileage, petty cash & work from home allow.	£80.90	
04.01.21	309	KCC	Pension contribution	£458.07	
04.01.21	310	SDC	Emptying dog bins Oct-Dec 2020	£563.16	£93.86
04.01.21	311	Weld Done	Removal, refurbishment, refit village sign	£445.00	
04.01.21	312	The Toad Hall Company	Repainting village sign	£885.00	
04.01.21	313	Commercial Services Trading	Grounds maintenance The Green Oct & Nov	£382.45	£63.74
04.01.20	314	Leigh Tennis Club	Grant towards school children coaching	£635.00	
				<u>£4,655.75</u>	<u>£157.60</u>