

LEIGH PARISH COUNCIL

MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD REMOTELY VIA ZOOM MONDAY 1ST MARCH 2021 AT 8.00PM

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

As previously agreed, the meeting was recorded.

Open Session

Questions by Members of the Public

None. Cllr Kaye asked the member of the public about the new signs on parish footpaths as discussed last month. The member of the public said that there has been increased usage of the public rights of way during the lockdown, and the notices prohibit the establishment of new footpaths created by unofficial use of the land by the public. Existing footpaths and bridleways are not affected. The farmland includes conservation headlands created under the Countryside Stewardship Scheme which are there to preserve wildlife and these areas need to be protected.

Report by District Cllr Osborne-Jackson

District Cllr Osborne-Jackson reported as follows:

1. There were some complications regarding refuse collections as the local transfer station was closed and SDC crews were having to go to the Tunbridge Wells transfer station up to three times a day. Therefore, some collections were regrettably missed and residents were advised to leave their refuse out as crews would return that same day or the next day. The SDC crews appreciated the Parish Council's note of thanks for their hard work and commitment.
2. There is encouraging news from central Government about Covid vaccines and testing. There is a non-symptom testing centre at the Bat & Ball in Sevenoaks, testing is free of charge and open to anyone.
3. He will continue to work alongside the Parish Council regarding the application for the proposed horse crematorium at Sevton, and is happy to arrange a meeting with the Chief Planning Officer, the Planning Officer, the Cabinet Member for Planning at SDC and members of the Parish Council. He said that he would strongly object to this application.
4. He will press the Police for action on the damaged bench on The Green and hopes that there will be cctv footage of the event which can be used to prosecute the perpetrators.
5. He is working closely with residents and liaising with WKHA regarding a property in Leigh and has arranged a meeting with the Chief Executive at WKHA to discuss this particular case.
6. A reminder that Covid breaches in behaviour can be reported to Kent Police anonymously.

Report by County Cllr Lake

None.

District Cllr Osborne-Jackson left the meeting at 8.20pm.

Closed Session

- 145. Apologies for absence** were received from Cllr Skipper and Cllr Smith and their reasons for absence were accepted by the Parish Council. Apologies for absence were also received from County Cllr Lake.
- 146. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**
None.

147. The minutes of the Leigh Parish Council Meeting held on 1st February 2021 were approved and duly signed. Proposed by Cllr Croft, seconded by Cllr Satterley, and all were in favour.

The Clerk raised the following points regarding future meeting dates:

- i. Annual Parish Meeting: legislation states that Annual Parish Meetings must be held between 1st March and 1st June inclusive. Last year, the Government removed the requirement for Town and Parish Councils to hold this meeting in 2020. This year, Town and Parish Councils need to hold an Annual Parish Meeting between those dates, and further legislation states that after 7th May Parish Council meetings should again be held in person. This is subject to change. Members agreed to hold the Annual Parish Meeting prior to the April Parish Council meeting on Monday 12th April, commencing at 7pm on zoom.
- ii. Annual Parish Council Meeting: the first Monday in May is a Bank Holiday, so members agreed to hold this meeting on Tuesday 4th May on zoom at 8pm.

148. Planning

i. To consider applications received

- i. SE/21/00374/FUL: Land West of The Bungalow, Prices Wood, Tonbridge Road, Leigh TN11 8HP - access and hardstanding for Rain or Shine Forest Pre-School and new stock proof fencing. Members supported this application.
- ii. SE/21/00338/LDCEX: Former Barn, Coppings Farm, Coppings Road, Leigh TN11 8PN - confirmation the use of barn as a self-contained residential unit (Class C3) is lawful. Cllr Marchant undertook to look at this application and send his comments to the Planning Committee for consideration.
- iii. SE/21/00495/HOUSE: Rosewood, Greenview Avenue, Leigh TN11 8QS - demolition of existing garage and rear extensions, construction of two storey side extension, two storey/single storey rear extension, extension to existing bay window, construction of a new porch, extension of hardstanding providing parking to front garden. Cllr Satterley undertook to look at this application and send his comments to the Planning Committee for consideration.

The Clerk reported that since the last Parish Council meeting, the Planning Committee has considered the following application:

- iv. SE/21/00186/HOUSE: 20 Powder Mill Lane, Leigh TN11 9AR - two storey rear extension. Members had no objection to this application. Clerk to add a comment that neighbours' access to their rear gardens must be maintained.
- ### **ii. To report SDC planning application decisions:**
- SE/20/03722/LBCALT: Old Lodge, High Street, Leigh - internal and external alterations to enlarge ground floor kitchen area and reposition bathroom. Application refused. Reason: Insufficient information to establish the impact to the significance of the listed building and application fails to demonstrate conservation of the significance of the heritage asset contrary to policy EN4 of the ADMP or the aims and objectives of the NPPF.
- ### **iii. To report appeal decisions:**
- Manderville, Egg Pie Lane, Weald, TN11 8PE: Appeal Ref: APP/G2245/W/20/3259847. The appeal was made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant planning permission. The application SE/20/01112/FUL, dated 21 April 2020, was refused on 16th June 2020. The development proposed was demolition of the existing buildings on site and erection of a new dwelling, together with new access and car parking/turning area. Appeal dismissed.
- ### **iv. SE/20/02892/FUL: Sevton**
- The Clerk reported that an email was received from the Planning Officer, Mark Mirams: "By way of an update I am awaiting some revised and additional documents to be submitted to address some points of concern raised by the Environment Agency. They are also updating documents submitted to address some points raised by my colleagues in Environmental Health. Once I receive all of the new documents and information, a formal consultation will take place and you will be advised and everyone will be given an opportunity to comment on the proposals again." Members agreed that Cllr Marchant, Cllr Skipper and the Clerk should attend a zoom meeting as mentioned in the Open Session if this can be arranged.

(Cllr Croft left the meeting at 8.30pm)

- v. 3 Crandalls
The Clerk reported that residents have been in touch as WKHA has asked them to remove their shed. The Clerk has asked WKHA for details of the relevant legislation.
- vi. Leigh Flood Storage Area
Clerk to chase the Environment Agency for their response to the Parish Council's request for a zoom meeting.

149. The Green

- i. To discuss future maintenance of The Green
The Clerk reported that Landscapes Services has submitted its price for the maintenance contract of The Green for this season. Ian Bishop has had discussions with Landscape Services about this schedule and would like to discuss this with members of the Parish Council. It was agreed that Cllr Marchant and the Clerk will meet with Ian via zoom and then circulate the proposal to the rest of the Parish Council prior to any agreement being made.
- ii. To discuss proposal for a new path to be installed on The Green near Porcupine House
Cllr Kaye reported that he attended a zoom meeting with Cllr Marchant, the Clerk and two residents in order to discuss their idea for a new path to the Church. Members agreed that the Church should bring a costed proposal to the Parish Council for consideration which should include a fund for future maintenance.
- iii. Request from Leigh in Bloom
The Clerk reported that a request has been made by Leigh in Bloom for funding towards more daffodil plants for The Green in front of Porcupine House as some of the bulbs planted in 2019 did not survive as they were cut too early. Members agreed that a request should be made to the Leigh in Bloom team not to plant any more daffodil bulbs on The Green currently.
- iv. To discuss request to use The Green by a personal trainer
The Clerk reported that an email has been received from Steven Hollinshead, a personal trainer/sports therapist working at in Hildenborough: "I have several clients/patients living in Leigh who are not moving or exercising at the moment. Out of courtesy I thought it right to get your permission in offering 1-1 personal training sessions on The Green in Leigh, all government procedures adhered to." Members agreed that they would only allow one to one personal training and Clerk to request a copy of his public liability insurance certificate.
- v. To hear update regarding request to use The Green by a Nordic-style walking trainer
The Clerk reported that Josine Baines has responded to the Parish Council regarding use of The Green as a starting point for Nordic-style walks and stretching & training exercises. Clerk to request a copy of her public liability insurance certificate.
- vi. To discuss damage to a bench on The Green
Cllr Kaye reported that it would appear that someone purposefully drove onto The Green and into a memorial bench. Clerk to see if any residents' cctv has captured the event.
- vii. Sports Clubs' use of The Green
It was agreed that the Clerk should ask for copies of all the sports clubs' public liability insurance certificates.

150. Highways

- i. To discuss whether to pursue a speed reduction on the B2027 Hildenborough Road
Members discussed whether KCC should be asked to undertake a traffic survey along Hildenborough Road. Members agreed that the traffic survey carried out in December 2019 to January 2020 was recent enough to still be relevant. The survey report stated "All three sites have very good compliance levels as on average 99.6% of vehicles were travelling under 60mph. Compliance with your proposal for a 40mph speed limit is on average 67.5%, therefore it would not be self-enforcing. The factors that should be taken into account in a decision on local speed limits are:
 - history of collisions
 - road geometry, environment and engineering
 - road function
 - composition of road users (including existing and potential levels of vulnerable road users)
 - existing traffic speeds.

“The recent safety record along this road is excellent with no recorded injury collisions within the last three years. There are yellow backed warning signs present for all of the hazards which are mainly bends. The road is rural and has a through traffic function, properties are very sparse and those present are set back from the road, with few bends, accesses and no junctions. There are no footways or street lighting present and there is little evidence of vulnerable road users. We must also bear in mind that the vast majority of the rural road network is subject to the national speed limit of 60mph on single carriageway roads. On many of these roads, the majority of drivers are travelling below, sometimes significantly below, the speed limit because of the geometric characteristics of the road, which includes narrow carriageway widths, bends, junctions and accesses. Drivers will often drive to what they can see on the road ahead rather than up to the national speed limit and there are only terminal signs at each end of the speed limit, with no repeater signage throughout. This would change with a reduction in the speed limit and there is a risk that drivers may believe that it is safe to travel at inappropriate speeds when negotiating hazards such as bends. There are two fairly severe bends between Home Farm and Laundry Cottage which drivers may find difficult to negotiate at say 50mph. When considering the above, we would not be able to consider a reduction to 40mph as there would be too many drivers exceeding the speed limit. There would be good compliance with a proposed 50mph speed limit, however, I am concerned that the presence of repeater signage may lead to drivers travelling at inappropriate speeds at the bends on Hildenborough Road, which may result in collisions occurring. Finally, due to the lack of injury collisions on this section, there would not be any funding available from KCC for any improvements at this location.” Members agreed that this is now concluded and nothing further can be done by the Parish Council. Clerk to advise C.Cllr Lake accordingly.

(Cllr Croft re-joined the meeting at 9pm)

- ii. Cllr Marchant reported that the road sweeper recently went around The Green and into Crandalls. It made a big difference although there were areas where the sweeper couldn't reach the kerb due to overhanging vegetation.
- iii. Cllr Britain reported that the Give Way road markings have been repainted at the railway bridge on Ensfield Road, and cars are now slowing down.
- iv. Cllr Marchant reported that the disabled parking bay was re-painted at Charlotte Cottages even though there is no-one living there now who is disabled.
- v. Cllr Satterley reported that SDC repaired a pothole in The Green Lane, as requested, but they didn't repair others which were filled with water. He said that the contractors' work was sub-standard. Clerk to report and ask SDC to return to complete the work.

151. To discuss the timing of the Affordable Housing Call for Sites and Sevenoaks District Council's Housing Needs Survey

Members agreed to carry out a Call for Sites in September 2021 and tie in a public consultation event on any sites that the Parish Council decide to take forward with SDC's Housing Needs Survey in September 2022. The Parish Council can then carry out a second stage Housing Needs Survey, which is just sent to those who have identified a need, as this will allow the parish to get the full quota of affordable housing units, rather than half.

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

None.

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

None.

154. Rights of Way

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

Members discussed the danger of swimming in the river and the dangerous parking situation near the bridge. Clerk to chase The Penshurst Estate again and also to discuss the dangerous situations with Nicky Biddall at Kent PROW.

155. Powder Mills

The Clerk reported that Cllr Skipper has raised the following:

- i. Many residents are keen for the adoption of Burton Avenue by KCC as then they can start the process to remove Bellway from the management company and appoint some residents to its board. However one resident felt that if the road remains private and unadopted, then there would be more control over who uses it. Members agreed that the process should continue to adopt the road.
- ii The use of Burton Avenue by large farm vehicles should be prohibited. Members agreed that this can only be taken forward once the road is adopted.

156. Charcott

None.

157. 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 3: KCC: Flytipping Duty of Care Campaign: The 13 councils of Kent are working in partnership to tackle flytipping and waste crime. Flytipping is a crime with serious consequences and serious penalties. It is dealt with by your local district or borough council. Residents can continue to dispose of waste by:
 - Going direct to their local household waste recycling centre.
 - Booking a bulky waste collection from their local district council for a small charge.
 - Hire a waste contractor to dispose of their waste. Before doing so they should ask for a waste carrier licence, where the waste will be disposed and a receipt/invoice.According to the Environment Agency over a third of illegally dumped waste is from households which have used unlicensed waste operators. Householders or small businesses found to be using criminals to dispose of their waste can and are being prosecuted by local authorities in Kent and issued with a fine. KCC operates 18 HWRCs, providing facilities for the recycling and disposal of more than 30 different types of waste. Each year Kent's household waste sites receive approximately 185,000 tonnes of waste at a cost of approximately £10 million to the taxpayer. KCC is increasing its investment in waste and is working on plans to open a new HWRC serving the Tonbridge and Malling area. It is also looking at ways to increase recycling and re-use of waste brought to its sites.
- ii. Item 4: The Census Day is Sunday 21st March.
- iii. Item 5: SDC: The Princes Countryside Fund has grants of up to £10,000 available via <https://www.princescountrysidefund.org.uk/grant-giving-programme/grant-programme> for community-led organisations in rural communities with a turnover under £500,000 per year who can demonstrate how beneficiaries will be drawn from the local community.
- iv. Item 6: SDC News Release: Homeowners and landlords are being reminded of the benefits of bringing their empty properties back into use as part of National Empty Homes Week.
- v. Item 9: Various emails from SDC regarding an unauthorised traveller encampment at Sevenoaks Leisure Centre. Copied to Cllr Kaye.
- vi. Item 10: Kent Police: Powder Mills - between 12:01am on Sunday 31st January and 7:19pm on Wednesday 10th February, somebody damaged four fence panels.
- vii. Item 11: KALC: Members will be aware that the present 4th April 2020 Regulations covering online and remote meetings are due to cease on the 6th May. At present KALC and NALC along with the SLCC continue to lobby Government to consider extending the option to hold remote meetings as they believe that as a sector and responsible employer this remains the most prudent option. Members are also reminded of the prevailing advice that all meetings should be remote for the duration. The legal requirement will be to hold the Annual Parish Meeting between 1st March and 1st May whilst the Annual Parish Council Meeting will need to be held in May. The situation at this time is that before the 6th May these meetings must be online.
- viii. Item 12: Email from Sharon Gray, the Southeast Communities Rail Partnership: "An amazing, surprising artwork installation at Penshurst station has been completed. A passenger benefit fund project made possible by the local knowledge of the Community Rail Officer led to the engagement of these incredibly gifted artists. The artists showcasing in this space all live locally and are associated with Jessops Farm Studios, a vibrant artist led space in Chiddingstone Causeway.

- ix. Item 13: Action with Communities in Rural has approached NALC and asked them, as part of Village Halls Week, to promote its online record for village halls to celebrate 100 years of rural action. The 'Village Halls Domesday Book' can be accessed at <https://coda.io/@acre/village-halls-doomsday-book-2021>.

158. Finance:

The Clerk reported that the Finance Committee met on 25th February and discussed the following items:

i. To discuss applications for grants

Applications for grant received from:

- i. Leigh Primary School. The Finance Committee recommended that a grant of £1,100 is given.
 ii. Leigh in Bloom. The Finance Committee recommend that a grant of £200 is given but it must be specified that the grant is to be spent on Leigh Station and that the Leigh in Bloom team and the Parish Council should collaborate with the Community Rail Partnership.

Cllr Satterley proposed that these two grants be approved, this was seconded by Cllr Croft and all were in favour. The Clerk reported that the Finance Committee recommended that the remainder of the grants budget £581.27 will be carried forward to 2021/22. Members agreed.

ii. To approve Earmarked Reserves 2020/21

The Finance Committee agreed to recommend that £4,500 is transferred to the General Contingency Reserve to include The Green. This makes the reserve at year end £9,000. Members approved the Earmarked Reserves, proposed by Cllr Kaye, seconded by Rogers and all were in favour.

iii. To approve the rental level for No.2 The Bungalows from 1st April 2021

The Finance Committee recommended that the rental should increase from £455 to £470 per four week period. This was proposed by Cllr Rogers, seconded by Satterley and all were in favour.

iv. To approve membership renewal to GACC: £10

Members approved the membership renewal, proposed by Cllr Lake, seconded by Cllr Rogers and all were in favour.

v. To approve list of payments

Cllr Satterley proposed that the list of payments be approved. This was seconded by Cllr Marchant and all were in favour. Cllr Kaye and Cllr Britain to authorise the online payments.

159. Items for reporting or inclusion in future agenda

None.

The meeting closed at 9.45pm

Signed

Date

LEIGH PARISH COUNCIL LIST OF PAYMENTS March 2021

Date	Payment Number	Payee	Detail of payment	Amount Inc. VAT	VAT
01.03.21	322	Clerk	Salary	£860.12	
01.03.21	323	HMRC	PAYE	£346.05	
01.03.21	324	Clerk	Mileage & work from home allowance	£80.00	
01.03.21	325	KCC	Pension contribution	£458.07	
01.03.21	326	Vision ICT Ltd	Initial invoice for website re-development	£870.00	£145.00
01.03.21	327	Original Tree Surgeons	Supply & spread woodchip under veteran oak	£90.00	£15.00
01.03.21	328	Leigh School	Grant	£1,100.00	
01.03.21	329	GACC	Membership renewal	£10.00	
				£3,814.24	£160.00