

## LEIGH PARISH COUNCIL

### MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL VILLAGE HALL MONDAY 1<sup>ST</sup> NOVEMBER 2021 AT 8.00PM

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**PRESENT:** Cllr J. Kaye (Chairman), Cllr R. Britain, Cllr G. Marchant, Cllr S. Satterley and Cllr S. Smith  
**APOLOGIES:** Cllr P. Croft, Cllr G. Rogers and Cllr B. Skipper  
**IN ATTENDANCE:** Mrs L. Kleinschmidt (Clerk). District Cllr Osborne-Jackson attended the meeting from 8.10pm

#### Open Session

##### Report by County Cllr McArthur

In the absence of County Cllr McArthur, the Clerk read her report:

- “During September/October I have attended very many aviation meetings, as proposals for Gatwick expansion are still within the consultation period. Gatwick Airport Ltd’s mobile consultation office will visit Edenbridge Market Yard car park on 5 November between 2pm and 5pm. In addition, all the documentation is available to view at The Library in the Eden Centre, Edenbridge.
- Home to school transport for children using mainstream schools but who need additional support is facing huge pressures. There is a shortage of drivers and escorts so currently many children are not able to access their specialist resource provision.
- An agreement has been reached with government on unaccompanied asylum-seeking children, which is holding firm at present. In essence KCC say how many we can support safely and the rest are dispersed to other authorities.
- It is now clear that the increase in NI which was described as ‘for social care’ will go to the NHS and not to local authorities for the first two years at least.
- KCC’s ‘Try Angle Award’ scheme is open until 5 November to recognise the outstanding efforts and achievements of young people and groups who really try their best whether at school, work, college, in business or in their wider community across Kent. More information on [www.kent.gov.uk](http://www.kent.gov.uk).
- Finally, some good news - absolutely delighted that Kent’s Heritage Coast in the Kent Downs AONB has been ranked 4<sup>th</sup> best region to travel to in the world in 2022 by Lonely Planet. Kent is the only UK destination to feature and Kent's Heritage Coast was selected for its unique experiences, ‘wow’ factor and its ongoing commitment to sustainable tourism practices, including our Experience project and our ambition for UNESCO designation.”

#### Closed Session

- 90. Apologies for absence** were received from Cllr Croft, Cllr Rogers and Cllr Skipper, and their reasons for absence were accepted by the Parish Council. Apologies for absence were received from County Cllr McArthur.
- 91. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**  
None.
- 92. The minutes of the Leigh Parish Council Meeting held on 4<sup>th</sup> October 2021** were approved and duly signed. Proposed by Cllr Britain, seconded by Cllr Marchant, and all were in favour.
- 93. To discuss the vacancy on the Parish Council**  
The Clerk reported that SDC has confirmed that ten electors have not written to them to request an election, therefore the Parish Council is able to co-opt a new member. The vacancy has been advertised with a deadline of Friday 12<sup>th</sup> November for applications and then informal interviews can be held and co-option can take place at the December meeting.

## 94. Planning

### i. To consider applications received

- i. SE/21/03345/HOUSE: White Cottage, Tonbridge Road, Leigh TN11 8HS - double storey side extension with single-storey projection to the rear. Members supported this application.
- ii. SE/21/03224/HOUSE: 20 Well Close, Leigh TN11 8RQ - demolition of existing lean to with single storey kitchen/diner rear extension with roof lantern. Members supported this application.
- iii. SE/21/03337/LBCALT: The Coach House, Ramhurst Manor, Powder Mill Lane, Leigh TN11 9AS - hearth in lounge, new cast iron balustrade, remove 2 posts and cupboard. Members had no comment to make on this application.
- iv. SE/21/03414/HOUSE: 32 Well Close, Leigh TN11 8RQ - proposed single storey rear extension and associated internal works. Members supported this application.
- v. SE/21/03567/LDCEX: The Piggery Annexe, Brampton House, Scabharbour Road, Hildenborough TN11 8PJ - use of former piggery outbuilding as a self-contained permanent dwelling. Planning Committee to consider this application.

The Clerk reported that since the last meeting, the Planning Committee discussed the following applications and submitted comments:

- vi. SE/21/03316/HOUSE: Applebys Barn, Tonbridge Road, Chiddingstone Causeway TN11 8JH - alterations to fenestration to the north and east elevations and extension of screen boundary wall. Members agreed to reiterate the comments made to SE/21/01561/FUL, namely: Leigh Parish Council has no objection to the proposed alterations to the eastern fenestration or to the extension of the screen boundary wall. The Parish Council does object to the proposed alterations to the northern fenestration as the existing window was a requirement of the original planning consent in order to retain the characteristics of the original agricultural building.
- vii. SE/21/03313/FUL and SE/21/03314/LBCALT: Applebys, Tonbridge Road, Chiddingstone Causeway TN11 8JH - the redefinition of boundaries between three separate dwellings within an entirely residential site. Members had no comment to make on this application.
- viii. SE/21/03308/FUL: Kettles Barn, Tonbridge Road, Chiddingstone Causeway TN11 8JH - replacement of existing dwelling and boundary lines. Members agreed to reiterate the comments made to SE/21/01560/FUL, namely: Leigh Parish Council objects to this application due to the impact of the proposed new development on the listed building of Applebys. The proposal constitutes a new, much larger, building in the Green Belt and on the new footprint would be inappropriate development in the Green Belt. The Parish Council believes that this barn should be curtilage listed, and therefore we would expect to see an application for listed building consent too.

### ii. To report SDC planning application decisions:

- SE/21/01852/FUL: Leigh Layabouts Rugby Football Club, Playing Field, Tonbridge Road - extension to existing clubhouse. Application approved.
- SE/21/02722/HOUSE: Copperfield Cottage, 10 Well Close, Leigh: demolition of existing rear conservatory, erection of new single storey rear extension with chimney. Alterations to fenestration. Application approved.

### iii. To report that the following application has gone to appeal:

SE/21/01560/FUL: Kettles Barn, Tonbridge Road, Chiddingstone Causeway TN11 8JH – replacement of existing dwelling and boundary lines. Appeal lodged 04.10.21.

### iv. To hear update regarding the Sevenoaks Local Plan

The Clerk reported as follows:

- i. SDC is carrying out a Call for Sites 2021 as part of the Local Plan process. The emerging Local Plan is being reviewed to take account of new government guidance, updated housing requirements, the challenges of climate change and changes brought about by Covid-19. The review provides an opportunity to update their evidence base of potentially suitable and available land for a range of possible uses, which the National Planning Policy Framework (NPPF) requires them to keep up to date. SDC has therefore launched a Call for Sites, and is inviting local residents, landowners, developers, businesses and other interested parties to submit sites for potential future development within Sevenoaks District.

The Call for Sites is being undertaken in two stages:

Stage 1: SDC is requesting the submission of sites that are located within settlements and not in the Green Belt. The Stage 1 Call for Sites is now open.

Stage 2: Following an assessment of the Stage 1 outcomes, SDC will request the submission of sites located in the Green Belt. The Stage 2 Call for Sites will open on 25 November 2021.

Please visit [www.sevenoaks.gov.uk/callforsites](http://www.sevenoaks.gov.uk/callforsites) for further information, including a Guidance Note. SDC say that any sites previously submitted as part of the 2015-2018 Call for Sites, or even before then as part of the Core Strategy (2011) or Allocations and Development Management Plan (2015) will need to be submitted again using the new form. This ensures that SDC can assess sites based on the most up to date information available. The Stage 1 and Stage 2 Call for Sites will close at 5pm on 20 January 2022. Submissions will not be accepted after the closing date. All submitted sites will then be assessed to determine their suitability for development – for example, whether they are subject to planning constraints. The deliverability and developability of sites will also be considered.

- ii. SDC is running a three week survey called the Sevenoaks District Character Study, which hopes to identify and enhance the character of the District. SDC is preparing a character study that aims to document the history, people, landscape, streets and buildings of the District and how they make the area special. As a starting point, an interactive map, called a 'Storymap', has been produced, on which residents are being asked for their views. The responses from participants will be incorporated into a new study that will be used as part of the local planning process. The survey runs from 18 October to 8 November 2021. See [www.sevenoaks.gov.uk/sdcs](http://www.sevenoaks.gov.uk/sdcs) to complete the survey and for more information. There will be an online workshop on Wednesday 17 November 2021, 5:30–7pm, and a follow-up workshop is planned in mid-January 2022. This will result in a report and the completed Storymap detailing the findings of the character study in February 2022."
- iii. SDC has started to prepare town centre strategies for five centres in the District - Sevenoaks, Swanley, Edenbridge, Westerham and New Ash Green. A team of architects, planners and property experts will be developing a clear vision and priorities for each place, supported by a delivery strategy.
- v. Cllr Kaye reported that a developer has contacted the Parish Council requesting a meeting to discuss the proposed development of some land in the parish. It was agreed that the meeting would only be to hear what is proposed as members will need to consider pre-determination.

Cllr Kaye asked members if they would allow the Closed Session to be suspended whilst District Cllr Osborne-Jackson gives his report. Members agreed. The Closed Session was suspended at 8.25pm.

## **Open Session**

### **Report by District Cllr Osborne-Jackson**

District Cllr Osborne-Jackson reported as follows:

- D.Cllr Osborne-Jackson attended the Conservative Party Conference in Manchester and had some time with the Aviation Minister in order to discuss Gatwick Airport's expansion plans. The Aviation Minister understood the local concerns. D.Cllr Osborne-Jackson invited the Secretary of State for Education to visit Leigh School, which he accepted, and Tom Tugendhat will also be invited to attend.
- He attended the HWCAAG meeting on 18<sup>th</sup> October and it was good to see a reasonable number of Town and Parish Councils in attendance.
- As a Governor to Leigh Primary School, D.Cllr Osborne-Jackson has attended a number of meetings, as has Cllr Rogers who is a fellow Governor.
- He has had a number of in-person meetings with residents, particularly about one particular property in the parish. D.Cllr Osborne-Jackson said that he has met with Kent Police and SDC's Community Safety Manager on this matter. The majority of WKHA tenants are hard working families and key workers and this case is in the minority.
- The flooding under the railway bridge on Ensfield Road is unacceptable and D.Cllr Osborne-Jackson undertook to follow this up with Highways.

He will obtain County Cllr McArthur's approval to do this as it is within her remit. He will try to arrange a meeting to include Network Rail, KCC Highways, the Environment Agency and the Parish Council, involving Tom Tugendhat if necessary.

- He attended the meeting of Friends of Leigh Cricket Pavilion and thanked everyone involved in this project. Unfortunately the project has now ceased.
- D.Cllr Osborne-Jackson will tomorrow attend the Kent Environment Strategy Conference hosted by KCC. SDC is meeting its Net Zero targets which is good news.

The Closed Session re-commenced at 8.40pm.

## **Closed Session**

### **95. The Green**

- i. To discuss Leigh in Bloom's List of Projects
  - i. The Clerk reported that the Leigh in Bloom team has requested permission to paint the metal on the VE bench at their own expense (item 37). This was agreed.
  - ii. The Parish Council will cut the top and width of the hedge around the sub-station and will extend the hedge near the gate. Clerk to inform Jane & Roger Steare as neighbours.
- ii. To discuss the Christmas Tree to be erected on the triangle and associated costs

The Clerk reported that Weld Done has quoted £80 for the provision of a Christmas Tree stand. Members approved the quote. Cllr Marchant undertook to obtain the Christmas tree which has been offered free of charge in exchange for some local advertising, Clerk to mention in the December edition of the parish magazine. Clerk to purchase Christmas tree lights.
- iii. To discuss quote for the refurbishment of the litter bins on The Green

The Clerk reported that Weld Done has quoted as follows: To rub down, undercoat, paint black and to paint the letters gold would be £150 per bin. Members approved the quote. This expenditure will be covered by CIL.
- iv. To discuss quote for grasscrete on The Green opposite the junction with Crandalls

Members discussed whether some parts of The Green could have a pavement running adjacent to the road, which would prevent mud ruts and give pedestrians a safe and easy place to walk. There were positives and negatives about this suggestion, and it was agreed to consider further at the next meeting. In the meantime, it was agreed to obtain a quote for some grasscrete on the bend opposite the entrance to Crandalls and Cllr Marchant undertook to prepare a specification.
- v. To discuss the extension of the pavement on The Green in front of Porcupine House

Cllr Kaye undertook to contact Liz Wynn Owen to see whether the Church is in favour of the extension of the pavement.
- vi. To discuss the maintenance of the War Memorial

The Clerk reported that the base of the war memorial has been cleaned. The damage needs to be repaired and the pointing replaced. Members agreed to look at the engraving and compare the cleaned section against the uncleaned section, and to consider at the next meeting whether the column should be cleaned as well.

### **96. To discuss maintenance of The Old Burial Ground**

The Clerk reported that she, Cllr Kaye and Cllr Marchant looked at The Old Burial Ground, and agreed the work required. Clerk to obtain approval from SDC, and a quote for the work. Cllr Marchant said that he has found an old drawing of the burial ground showing 103 graves.

### **97. To discuss maintenance of the trees on Well Close**

Members agreed to remove the end conifer at the junction of Kiln Lane and Well Close and see whether there is room for a replacement tree to be planted. Members also agreed to reduce the height and width of the remaining trees. Clerk to obtain approval from SDC.

### **98. Highways**

- i. The Clerk reported that there will be a temporary 30mph Speed Limit on B2027 Hildenborough Road, Leigh from 15<sup>th</sup> November 2021 to 13<sup>th</sup> December.

This is a change in date from 1<sup>st</sup> November start. This is for SGN work and will be between the National Speed Limit Sign Post and The Farmhouse.

- ii. The Clerk reported that Highways England have updated the Parish Council about works at Gracious Lane Bridge.
  - At the end of September, a temporary barrier was installed on both sides of the carriageway on the bridge. The barrier reduces the width of the bridge to one lane, so there are temporary traffic lights in place to keep traffic safe and moving.
  - The next stage of improvements for the bridge have been postponed, meaning that the A21 will not be closed between Morley's roundabout (A225) and A25 junction overnight as previously advertised.
- iii. SES Water have advised that they will not now close the B2027 between Chiddingstone Causeway and Bough Beech, but will operate under a traffic light system. Camp Hill will however be closed next year whilst the water main in that section of the road is replaced.

## 99. Rights of Way

Cllr Kaye reported that the PROW SR430 which leads into MT46 is blocked. This is outside the parish. Clerk to forward details onto Hildenborough Parish Council and KCC.

## 100. Powder Mills

- i. To discuss the licence for the new defibrillator for Old Powder Mills  
No update.
- ii. To discuss the consultation on the Weight Limit Order on Burton Avenue: deadline 8<sup>th</sup> November  
KCC: deposit documents for a Weight Limit Order on Burton Avenue, Leigh in the District of Sevenoaks. This Order will be on public deposit from Friday 15 October until 8 November 2021. Representations supporting or objecting to the proposed Order can be made via our website from 15 October at [www.kent.gov.uk/highwaysconsultations](http://www.kent.gov.uk/highwaysconsultations). Alternatively you can write to The TRO Co-ordinator, Schemes Planning & Delivery Team, Highways, Kent County Council by noon on 8<sup>th</sup> November.

## 101. Charcott

None.

## 102. Aged Persons Dwellings

- i. To discuss and approve the recommendation for the new tenancy at No.2 The Bungalows  
The Clerk reported that Cllr Kaye, Cllr Britain and Cllr Marchant met last week to discuss the applications for tenancy, of which there were four. Each applicant completed a questionnaire and each answer was given a ranking of 1 to 5. Mrs Ann Elsmore gained the highest ranking. Cllr Britain proposed that the tenancy be offered to Ann Elsmore from 1<sup>st</sup> December 2021 at £700 per month. This was seconded by Cllr Marchant and all were in favour.
- ii. To hear update regarding the refurbishment of No.2 The Bungalows  
The Clerk reported that the bathroom is in the process of being done, and it should be completed in a week or two. The path will be started mid-November. Carpets, cleaning, and final redecoration will be done. An EPC will be carried out and locks changed. Peter Croft still needs to provide a price for the garden tidy.

## 103. Affordable Housing

To discuss the Parish Council's Call for Sites and Housing Needs Survey

The Clerk reported that Cllr Kaye has signed a letter to be sent out with the Housing Needs Survey and Call for Sites. This will go out towards the end of November to every household.

## 104. Aviation

- i. To discuss Gatwick Airport Ltd's consultation on their Northern Runway Project and to consider whether to pass a resolution to oppose future expansion at the airport  
Cllr Kaye reported that the HWCAAG meeting held on the 18th October was very useful and interesting with presentations by GACC and GON.

Residents must be encouraged to respond to the consultation. Members agreed to base their response on that provided by GACC and submit before the deadline of 1<sup>st</sup> December. Cllr Kaye advised that the main elements of the proposals are:

- realignment of the existing standby runway and the new taxiways, moving the runway 12m to the north in order to allow the required distance between the two runways
- redesign of the north and south terminals
- three new hotels, 18,500 more car parking spaces, some major alterations to the road network
- no plans to change the existing flight paths, subject to airspace modernisation
- consent anticipated in 2023, the core works will take place between 2024-2029, and follow up works from 2029-2038.

The impact of these proposals will be:

- passenger numbers will increase by 70% from 2019 to over 80m per annum, which was the size of Heathrow in 2019.
- aircraft movements will increase by 35% therefore more aircraft noise
- CO<sub>2</sub> emissions will increase by 50% on 2018 levels. By 2038 Gatwick will account for over 5.5% of all UK CO<sub>2</sub> emissions. Members were very concerned about this as the Government is trying to reduce all emissions.
- increased road and rail congestion, and an increase of 54% more car parking
- house price devaluation

Cllr Kaye proposed that the Parish Council pass a resolution to oppose expansion at Gatwick Airport for the reasons set out in 104(i) above. This was seconded by Cllr Britain and all were in favour.

Members agreed that Cllr Kaye should write to C.Cllr McArthur and D.Cllr Osborne-Jackson so that they can raise with their respective councils, and also to Tom Tugendhat, MP.

- ii. To discuss Gatwick Obviously Not's event to be held on 9<sup>th</sup> November 2021 in Penshurst Church  
The Clerk reported that GON will host this meeting, Tom Tugendhat MP and Charles Lloyd, GACC, will give presentations.

#### **105. To discuss the Leigh Village Halls**

Cllr Satterley reported that he has seen the draft accounts, and undertook to speak to ACRK village hall advisor regarding the trustees' responsibilities.

#### **106. To discuss the Leigh Scout Hall**

Cllr Kaye, Cllr Satterley and the Clerk are to attend a meeting about the Scout Hall tomorrow.

#### **107. To hear update regarding the refurbishment of the Leigh Cricket Pavilion**

In the absence of Cllr Rogers Cllr Kaye read her report:

"Members will remember that we established the Friends of Leigh Cricket Pavilion (FoLCP) and were in the process of registering with the Charity Commission in order to support this project. This would have provided FoLCP with a means of drawing in monies for the rebuild and accessing a wider range of funding streams. In order to satisfy the Charity Commission requirements we had to establish objectives and set up a vehicle by which the facility could be run ongoing in order to satisfy those objectives. Following discussions, the Cricket Club determined to consider options for this and in the event have decided that they are not in a position to take the pavilion rebuild on at the moment. The Club's key priority over the coming years is to grow cricket in the community. We have therefore stopped the application for charitable status and stood down the Trustees, disbanding FoLCP. The bank account is being closed. The considerable preparatory work undertaken in terms of governance has been archived and will be made available to the Cricket Club so that they can make use of this if they so wish in the future. The England & Wales Cricket Board (ECB) and Sport England have been informed of this decision. FoLCP were in a position to make an application for CIL funding in the next round and whilst this cannot be taken forward at the moment, D.Cllr Osborne-Jackson will welcome any future application. Information from the ECB representative that A Boards should be in place on approach roads to the green when cricket is being played was passed on to the Club. The Cricket Club took this on board and will act accordingly."

Members expressed their thanks to Cllr Rogers and the other members of the FoLCP for their hard work on this project to date.

## 108. 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 2: Email from Alison Murphy, Water Strategy Manager, SES Water re: Publication of feedback and updates to our draft Drought Plan: "I'm pleased to inform you we have published a Statement of Response on our website to share the feedback we received during a consultation on our draft Drought Plan earlier this year. The responses, and the updates we propose to make as a result of this feedback, can be read and downloaded on our website at [www.seswater.co.uk/droughtplan](http://www.seswater.co.uk/droughtplan)  
Our Drought Plan sets out how we would promote more water saving and take action to maintain water supplies, while minimising the impact on the environment during droughts, so it's vital our customers and stakeholders support our plans. We now have further work to do to update the plan before submitting a final version next year. This includes:
  - Carrying out a Strategic Environmental Assessment for our proposed groundwater drought permits
  - Including a Habitats Regulations Assessment screening on our proposed drought permits
  - Adding further details to our Communications Plan, particularly on actions taken where there is environmental stress and also in a Level 4 drought, plus how we would monitor the effectiveness of our communications
  - Improve the monitoring plan for our Hackbridge drought permit by undertaking a post-drought River Habitat Survey on the River Wandle to compare to the baseline surveys"
- ii. Item 3: South East Water: "the consultation on their draft Climate Change Adaptation Report is now open – and we welcome your views over the coming four weeks. As a water company we're acutely aware of how the weather and climate affects our business so it's vital we plan ahead to make sure we're well prepared for any change. The draft Climate Change Adaptation Report 2021 is our latest assessment of how climate change will affect us, as a business, and the risks we need to take into account and mitigate for. The report sets out 12 key risk area including rising sea levels, flooding, environmental changes, leakage and the changing supply/demand balance. Against these risks we outline mitigation work already completed as well as how we intend to combat these issues going forward. The consultation closes on 10 November. The draft Climate Change Adaptation Report and consultation form are all available to access at <https://corporate.southeastwater.co.uk>."
- iii. Item 4: Email from Daniel McDermott, Health Team Leader, SDC: "We sought some funding a little while ago and were successful in our funding application. We are able to bring free outdoor community exercise to Sevenoaks residents for 30 weeks using Our Parks. Just wondering if the Village Green in Leigh might be suitable for an activity like this? It seems to be well positioned in the heart of the community." Members asked for more information, particularly whether this would be for local people as visitors often have trouble parking around The Green.
- iv. Item 7: Kent Police: report from PCSO Sam Rustrick and PCSO Hanah Rainbow: "With Firework night coming up, we would urge residents to use common sense and caution when using and setting up fireworks and we would ask all local businesses that sell such items to make sure they check the purchaser's ID. Halloween is also imminent and we would remind residents to respect the wishes of those who do not want visiting and to have fun, but to celebrate these occasions responsibly. If you feel you are in any danger or feel threatened or concerned at any point, please do not hesitate to call 999, 101 or report via live chat. We do have leaflets saying "yes" or "no" to trick or treating if residents would like to put them up. We have been made aware of a Santander phishing email, which was received by a Kent resident this week. If you have to, please check with the company that it is genuine first, and make sure you contact them by the official website and not any link provided. Although this is impersonating Santander, please be on the look-out for similar phishing emails that may be impersonating other financial institutions or organisations. Please forward suspicious emails to [report@phishing.gov.uk](mailto:report@phishing.gov.uk) and they will collate and get these removed. If you think that you have been a victim of this or any other scam, then contact your Bank immediately and report it to Action Fraud at [www.actionfraud.police.uk](http://www.actionfraud.police.uk) or calling 0300 123 2040.  
Leigh and Chiddingstone – There has been an increase in patrols conducted in Leigh due to an increase in ASB from nuisance youths and antisocial driving.

“Most if not all of the drivers have been identified and warning letters have been sent. PCSOs have been conducting both foot and vehicle patrol in the area, and hope to make some of the coffee mornings that they have been made aware of.”

- v. Item 11: SDC: Sevenoaks District Council is once again looking for unsung heroes as part of its Voluntary and Community Awards. The ‘Making It Happen’ awards work alongside community and voluntary organisations and look to recognise residents and organisations in the District that go the extra mile. Deadline Sunday 2nd January. The awards will take place on Wednesday 9th March 2022 at St Nicholas’s Church, Sevenoaks and will see people from across the District being rewarded for their hard work and contribution. The categories are:
- Charity Project of the Year
  - Community Arts/Sports Group of the Year
  - Youth Group of the Year
  - Best Business in the Community
  - Local Hero
  - Carer of the Year
  - Healthy Living Award
  - Lifetime Achievement
  - Contribution to the Environment Award
  - Volunteer Group of the Year
  - Older Person's Group of the Year
- To nominate a person, voluntary organisation or group visit [www.sevenoaks.gov.uk/communityawards](http://www.sevenoaks.gov.uk/communityawards).
- vi. Item 12: SDC: Sevenoaks District Town and Parish Charter 2021 - Working together for the benefit of local communities within the Sevenoaks District. “Within the Sevenoaks District, there are 4 Town Councils and 27 Parish Councils. Town and Parish Councils play a valuable and essential role in an area, possessing a thorough knowledge of their local community that can help with planning and decision making in their area. We recognise that each Town and Parish has a unique character that Town and Parish councils are committed to protect and enhance. We want to work closely together in partnership for the benefit of local residents. This charter has been developed between Sevenoaks District Council and the Town and Parish Councils. It acknowledges the role of District, Town & Parish Councils, providing a framework which enables us all to understand, develop and promote local needs and aspirations. It also recognises the role of the Kent Association of Local Councils (KALC) on behalf of the Towns and Parishes within the District. The Aims are:
- To clearly define the expectations that both Sevenoaks District Council and the towns and parishes have of each other.
  - To set out what all parties can contribute to develop and maintain good relationships.
  - To mutually acknowledge the vital roles played by all parties in local democracy.
  - To build collaboration and to facilitate an efficient exchange on issues affecting the District as a whole.
- vii. Item 13: KCC is currently consulting on their proposed Heritage Conservation Strategy for Kent. The draft Strategy presents our strategic aims and objectives for how we will conserve Kent's heritage and also inspire citizen engagement and connection. This consultation closes at midnight on 13 December. Please visit [www.kent.gov.uk/heritageconservationstrategy](http://www.kent.gov.uk/heritageconservationstrategy) to find out more and participate in this consultation.
- viii. Item 14: ACRK: Return to Play: Small Grants from Sport England: these grants are to help encourage people back to playing sport. Open to parish councils and village halls if you provide sports facilities. Particular focus on groups who have stopped sport during the pandemic to come back, and on more deprived areas (see postcode checker on website). However, will consider applications more widely than this. See the link above for full information. Deadline: end of 2021
- Awards of £300-£10,000 are possible
  - Aimed at getting people active again after the lockdowns.
  - All applications should be focused on responding to the effects of the pandemic.
  - Applications should be in line with the government's national and local guidelines at the time you apply.

- Applications can be received by not-for-profit organisations.
  - As a guide, we'll consider applications for projects six months in length - longer projects will be considered under exceptional circumstances.
- The programme will remain open until the end of 2021.

**109. To adopt the 2022 KALC Community Awards Scheme**

Cllr Kaye proposed that the Parish Council adopt the 2022 KALC Community Awards Scheme, this was seconded by Cllr Satterley and all were in favour. Clerk to request nominations in the Parish magazine for consideration at the January Parish Council meeting.

**110. To discuss the Rural Swathe & Visibility Cutting contract**

Members to consider whether a third cut is necessary yet and Clerk to contact the other parishes in the cluster.

**111. Finance:**

- i. To consider CIL projects for 2021/22  
The Clerk reported that £14,517.81 CIL funding must be spent before the end of April 2022. The following projects can be allocated to CIL
  1. Refurbishment of existing litter bins: £1,050
  2. New parish website: £1,450
- ii. To consider application for grant by Leigh PCC towards production of the Leigh Directory  
Cllr Satterley proposed that a grant of £300 is given, this was seconded by Cllr Kaye and all were in favour.
- iii. To consider application for grant by Leigh in Bloom for 2021/22
  - i. Members agreed to pay £160.22 out of the funds generated from the sale of the garden waste sacks for planters at VE bench.
  - ii. Members said that they would consider a grant towards planting for the Queen's Jubilee upon receipt of a quote and specification.
  - iii. Members said that they would not reimburse the hire of the scarifier.
  - iv. Members said that they would consider a grant towards the gravel area by the school including the new post and rail fence upon receipt of a quote and specification.

Leigh in Bloom Reserves  
 £191.55 – grant from Crandalls Trust  
 £200.00 – grant from Parish Council 2020/21 for planting at Leigh Station  
 £259.85 – sale of garden waste sacks  
 - £48.75 – purchase of plants (net)  
 - £160.22 - planters  
£442.43 reserves at 01.11.21
- iv. To approve list of payments  
Cllr Satterley proposed that the list of payments be approved. This was seconded by Cllr Smith and all were in favour. Cllr Kaye and Cllr Britain to authorise the online payments.

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

None.

Next meeting Monday 6<sup>th</sup> December in the Small Village Hall at 8.00pm.

The meeting closed at 10.15pm.

Signed .....

Date .....

**LEIGH PARISH COUNCIL  
LIST OF PAYMENTS  
November 2021**

<b>Date</b>	<b>Payment Number</b>	<b>Payee</b>	<b>Detail of payment</b>	<b>Amount Inc. VAT</b>	<b>VAT</b>
01.11.21	397	Bradford Electrical	Purchase appliances APD2	£1,120.00	£186.67
01.11.21	398	Silverdale Carpets	Deposit for new carpets APD2	£550.00	
01.11.21	399	Luke C Saunders	Interim payment work to APD2	£1,190.00	
01.11.21	400	Clerk	Salary	£867.65	
01.11.21	401	HMRC	PAYE	£346.36	
01.11.21	402	Clerk	Mileage, petty cash & work from home allow inc Zoom subscription & purchase bathroom tiles	£424.40	£48.55
01.11.21	403	KCC	Pension contribution	£449.54	
01.11.21	404	Luke C Saunders	Cost of two new windows APD2	£150.00	
01.11.21	405	PCC of Leigh	Grant towards Leigh directory	£300.00	
01.11.21	406	Leigh Village Halls	Annual hall booking charge 01.10.21 to 30.09.22	£140.00	
01.11.21	407	Vision ICT Ltd	Website hosting and support Jan 2022-Dec 2022	£174.00	£29.00
01.11.21	408	Peter Croft	Mowing	£143.00	
01.11.21	409	Leigh in Bloom	Cost of planters (from sale of garden waste sacks)	£160.22	
01.11.21	410	Bernard de Saulles	Materials for the noticeboard refurbishment	£118.30	
				<b><u>£6,133.47</u></b>	<b><u>£264.22</u></b>