

LEIGH PARISH COUNCIL

MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL VILLAGE HALL, HIGH STREET, LEIGH ON MONDAY 4TH APRIL 2022 AT 8.00PM

PRESENT: Cllr J. Kaye (Chairman), Cllr P. Croft, Cllr A. Holt, Cllr S. Satterley, Cllr S. Smith and Cllr B. Williams

APOLOGIES: Cllr R. Britain, Cllr G. Marchant, Cllr G. Rogers and County Cllr McArthur.

IN ATTENDANCE: Mrs L. Kleinschmidt (Clerk), District Cllr Osborne-Jackson and 1 member of the public.

Open Session

Report by District Cllr Osborne-Jackson

District Cllr Osborne-Jackson reported as follows:

- SDC members have voted through the 2022/23 Budget with an increase below inflation, although costs have risen due to the pandemic. There has been no additional funding from Government to offset costs associated with the increase in waste due to Covid. The waste is processed in house so the cost has been borne by SDC.
- Sue Coleman, district member for Penshurst, Fordcombe & Chiddingstone, has resigned as she has moved away and D.Cllr Osborne-Jackson said that he has offered to cover Sue's ward for any urgent casework or planning issues until a new member is elected.
- He has attended a LGA training course in Warwickshire which was beneficial.
- He has had a one to one meeting with the Leader of SDC, with the Deputy Leader of SDC and with the Chief Executive, he has also met with the Head of Housing at WKHA to continue discussions on casework in the parish, and also meetings of the Governing Body for Leigh School.
- No formal planning application has been received on the proposed development on land at the end of Greenview Avenue.
- KCC is consulting on a reduced budget for bus transport, and one local bus route that is being missed by local residents is the 09.30 bus to Tonbridge. This is a popular bus because the timing allows people to use their bus passes.
- He has spent a day at Dunbrik and went out with the crew. He thanked the crews on behalf of both Leigh Parish Council and Chiddingstone Parish Council for their tremendous work.
- He has facilitated a meeting between Greene King and a resident about an asset issue.

Questions from members of the public

None.

Closed Session

- 197. Apologies for absence** were received from Cllr Britain, Cllr Marchant and Cllr Rogers and their reasons for absence were accepted by the Parish Council. Apologies for absence were received from County Cllr McArthur. Cllr Smith apologised for her late arrival.
- 198. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**
Cllr Croft declared a DPI in item 216 (vii) as he has presented an invoice for payment.
- 199. The minutes of the Leigh Parish Council Meeting held on 7th March 2022** were approved and duly signed. Proposed by Cllr Williams, seconded by Cllr Holt and all were in favour.
- 200. To discuss the format of the Annual Parish Meeting to be held on Monday 25th April 2022**
Members discussed and agreed the details for the Annual Parish Meeting.

201. To discuss the crisis in Ukraine and how residents can access help and information

The following websites may be useful for residents in order to find the up-to-date information:

www.gov.uk/government/news/ukraine-what-you-can-do-to-help

www.kent.gov.uk/leisure-and-community/support-for-ukrainian-nationals

www.sevenoaks.gov.uk/info/20069149/support_for_ukraine

Clerk to put these links on the website. Cllr Kaye reported that he knows of one Leigh resident who has offered accommodation under the Home for Ukraine scheme.

202. To review and update Risk Assessment

Members discussed and reviewed the Risk Assessment.

203. Planning

i. To consider applications received

- SE/22/00130/HOUSE: 22 Barnetts Road, Leigh TN11 8QH - part single, part two storey rear extension and internal alterations. Amended application to show revised elevation, floor plans and section. The Parish Council's previous comments were: "Leigh Parish Council would like to bring the following two issues to the attention of the planning officer:

i. the property has already been extended over 50% of the original and this proposal will create an even larger footprint, and

ii. the neighbours at No.21 Barnetts Road will be negatively impacted by the proposal due to loss of light and overbearing bulk/scale.

We would recommend that the planning officer visits the neighbour to consider the impact that this proposal will have."

The new application has replaced the flat roof with a pitched roof. Members were concerned that this will reduce light for the neighbours and create an even greater overbearing bulk and scale. Clerk to reiterate previous comments and express additional concern.

ii. To report SDC planning application decisions:

- SE/22/00026/CONVAR: Sevton Farm, Powder Mill Lane, Leigh - variation of condition 13 (landscaping) of 20/02892/FUL to alter the specification for the hedge. Application approved.

- SE/22/00222/WTPO: The Old Burial Ground, Leigh - Various Works To Trees:

T1 - Field maple - Raise the canopy to 3m.

T3 - Cryptomeria japonica (Japanese cedar) - Fell.

T4 - Yew - Raise canopy to 3m. Reduce lateral growth by 1.0m.

T13 - Yew - Remove 4 lowest limbs.

Consent is not required before carrying out the proposed works to the Laurels as these are shrubs and so are exempt from the TPO and conservation area legislation.

- SE/22/00131/HOUSE: Ivy Cottage, The Green, Leigh – two storey side extension. Application approved.

- SE/21/03316/HOUSE: Applebys Barn, Tonbridge Road, Chiddingstone Causeway - alterations to fenestration to the north and east elevations and extension of screen boundary wall. Application approved.

- SE/22/00187/FUL: Hawthorns, Egg Pie Lane, Weald - demolish existing 5 bedroom detached house and a detached garage. Replace it with a 4 bedroom detached house and a detached garage, within a 50% increase in floor area over a part cellar basement. Application refused. Reason: There is insufficient information to demonstrate how protected species will be suitably protected by the development and there is potential harm to European protected species (bats) from the proposed demolition of the existing dwelling on site. As a result the proposed development would fail to conserve biodiversity in accordance with both policy SP11 of the Sevenoaks Core Strategy, and against national guidance (the biodiversity and geological conservation circular 06/2005).

- SE/22/00403/LBCALT: 2 Fleur De Lys Cottages High Street Leigh - removal and replacement of metal casement windows to front and side elevations. Application withdrawn.

- SE/21/04107/FUL: 4 The Green Lane, Leigh - part demolition and alterations to existing Police House.

Demolition of existing garage, conversion of the former Police Office to garage with pitched roof and change of use for the formation of a new residential curtilage. Erection of one additional detached dwelling, alterations to vehicular access and alterations to fenestration. Application approved.

- SE/22/00281/HOUSE: Ramhurst Oast, Powder Mill Lane, Leigh - rear infill extension, side first floor extension, front infill extension to convert car port into habitable room, relocation of front entrance door and hallway, conversion and front extension to existing garage to create ancillary accommodation. Application approved.
- SE/22/00309/HOUSE: Park Cottage, High Street, Leigh - single storey side extension to house. Application approved.

204. The Green

- To discuss the request by Leigh Village Horticultural Society to use The Green for their Summer Show on Saturday 3rd September
Members approved this request.
- To hear update regarding the maintenance contract and seeding project on The Green
The Clerk reported that Ian Bishop is very close to agreeing the specification for this year's contract with Landscape Services. The seeding project should start next week, weather permitting.
- To hear update regarding the ACRK Coffee Caravan project on The Green
The Clerk reported that the Coffee Caravan will to visit Leigh on Friday 29th April, Friday 27th May, Friday 24th June, Friday 19th August, Friday 16th September, Friday 14th October from 10.30am to 12.30 pm.
- Outdoor exercise classes on The Green
The Clerk reported that SDC has funding for a bootcamp outdoor exercise class on The Green, this will be an all-year-round activity with the first 30 weeks being free of charge for the participant, then people will become members of the organisation to continue. It's being run through Our Parks www.ourparks.org. Members were concerned about the potential damage to The Green. Clerk to obtain more information regarding actual dates and times of the programme.
- Fun Fair 2022
Cllr Kaye reported that three emails have been received from residents asking why the fun fair's request to visit this year was refused without apparent consultation with the public. Cllr Kaye said that the Clerk has given a response to all three people giving the reasons for the Parish Council's decision and also stating that the matter was on the agenda for the March Parish Council meeting, and the agendas are on the website and noticeboards. All residents are encouraged to give their views on any item under discussion to the Clerk in advance and attend Parish Council meetings in order to address members.

205. To discuss parish defibrillators

The Clerk reported that she has today heard back from Chris Bellis, the First Responder. The Charcott battery and pads need replacing and the pads for the Forstall defibrillator and the Village Hall defibrillator are also just out of date. The First Responder has agreed to provide a price for these replacement items as there is a huge backlog of orders and a shortage of stock. The Clerk reported that the defibrillator at Powder Mills is delayed because the 1811 management committee are trying to take ownership of the land for the defibrillator.

Cllr Smith jointed the meeting at 8.49pm.

206. Highways

- Scabharbour Road: improvements to the road surface of Scabharbour Road, Sevenoaks Weald between the junctions of Morleys Road and Philpots Lane. These works started on the 28th March and should take 5 days to complete, between the hours of 9.30am and 3.30pm.
- Lower Green: will be closed from 1st April 2022 for up to 4 days under the railway bridge. The alternative route is via Penshurst Road – Rogues Hill – Haysden Lane. This is to enable urgent improvement works to be carried out by KCC due to dangerous flooding.

207. Powder Mills

The Clerk reported that she has emailed the management company but the signs are still in place. The Clerk has chased for a response.

208. Charcott

The Clerk reported that she has asked the agent for the Redleaf Trust for an update on the proposed car park and for the Trust's view on planings to be laid at the side of the road on the access to Charcott.

209. Aged Persons Dwellings

The Clerk reported that she has had to call a plumber out to No.1 The Bungalows to look at the toilet system, and has arranged for a British Gas engineer as the hot water system faulty too.

210. Affordable Housing

Members agreed to ask ERHA to re-open discussions with the landowner on the Moorden site as no other site appears to be available.

211. Aviation

The Clerk reported that the Parish Council submitted a response to the CAA's Airspace Modernisation Strategy saying that it supported the AEF consultation response.

212. 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 Holly Harris, Environmental Health, SDC regarding the draft Air Quality Action Plan and survey. See www.sevenoaks.gov.uk/airquality.
- ii. Item 5: Email from resident about cars parking on the double yellow lines near the junction with The Green at the school. Clerk has reported this to Kent Police and District Cllr Osborne-Jackson has reported to SDC who will patrol and take the necessary action. Adrian Rowbothom at SDC said that his parking enforcement officers do travel around to schools to check that people are not parking inappropriately and the enforcement team are aware of the Leigh situation and will visit and closely monitor the situation to ensure it is resolved.
- iii. Item 6: KCC: Public consultation on the proposed Tree Establishment Strategy for the county, which includes targets for increased trees and extended tree canopy and the principles that should underpin any tree establishment. The Strategy also outlines what objectives they want to deliver by extending tree cover in Kent and delivering Plan Tree. See www.kent.gov.uk/plantree.
- iv. Item 8: GACC: thank you email for grant of £500.
- v. Item 9: Leigh in Bloom: thank you email for pledged grant towards gravel area.
- vi. Item 11: The Environment Agency: "Over recent months we have been working hard to finalise our planning application for the Hildenborough embankment aspect of the scheme. We submitted our planning application to Tonbridge and Malling Borough Council at the end of February 2022. For the expansion of the Leigh Flood Storage Area, we received planning permission for this work in January 2021 and expect to appoint contractors in spring 2022. We will begin preparatory works for the expansion this year, with the works to the first gate taking place summer 2023."
- vii. Item 13: Response received from Leanne Flux, Practice Manager at the Hildenborough & Tonbridge Medical Group: "The Hildenborough and Tonbridge Medical Group Partners recognise the uncertainty and inconvenience that the present cessation of surgeries at Leigh Village Hall causes to our patients. Covid infection rates remain very high and we are doing everything possible to provide Primary Care Services, as best we can, with the ongoing large number of staff absences due to ill health and positive Covid tests. The safety of our patients, a significant proportion of which are vulnerable and at higher risk from Covid, remains paramount. In our large main surgery buildings infection control with distancing, face mask wearing and ventilation remains a very real challenge. The difficulties of providing a safe service seeing patients at Leigh Village Hall with our present constraints are not possible to meet. It will still be many months before we have a clearer picture about the ongoing risks and trends with Covid and how we can address them."
Clerk to ask the practice to keep in touch.

- viii. Item 15: KALC: online events via zoom:
 - Advanced Planning Topics event on Saturday 23rd April 10am to 1pm £50 + VAT
 - The Dynamic Councillor on Thursday 28th April 6pm to 8pm £50 + VAT
 - Data Protection for Councillors on Thursday 5th May 1pm to 3pm: £35 + VAT
- ix. Item 17: SDC: Easter refuse collections - following the Easter bank holidays, there will be changes to rubbish, recycling, garden and commercial waste collection days across the District. Revised collection days are: Good Friday, 15th April – this collection will take place the next day, Saturday 16th April. Easter Monday, 18th April – all collections this week will be one day later than usual until Saturday 23rd April.

213. To discuss the Queen’s Platinum Jubilee 2nd to 5th June 2022 and approve associated costs

- i. The following was agreed with regards to the Thursday Jubilee event:
 - The Pizza van, Thai food van, fish & chip van and ice cream van will attend from 6pm to 9pm.
 - The beacon will be lit as close to 9.45pm as possible
 - Leigh Ladies Choir will perform at 7.30pm
 - Peter Croft’s band will perform after the Leigh Ladies Choir
 - Clerk to investigate another local band if Peter Croft’s band is unavailable
 - Vicki at RBL Club will sell drinks from 6pm to 10pm, and will submit TEN application.
 - Cllr Holt will ask local designer to prepare advertising material to cover all events.
 - Cllr Satterley undertook to print banners
 - Clerk to advertise on website and social media.
 - Cllr Holt to ask the school whether it is possible to borrow the staging.
 - The Parish Council’s public liability insurance will cover the event up to 1000 people if it is solely run the Parish Council. The beacon that is a basket type on a pole is covered so long as there is a risk assessment to ensure that the public are kept at a safe distance and buildings will not be damaged.
 - Clerk to purchase 100m of Union Flag bunting at a cost of £85.50 + shared delivery cost and VAT.

The other weekend events are as follows:

 - There will be a Derby Day in the Hall on the Saturday
 - There will be an event run by the school PTA on the Sunday, this will need to be covered by the school’s public liability insurance policy and risk assessment.
- ii. The Historical Society’s request for a tree at the end of Well Close was discussed, in particular the Horticultural Society’s suggestion of a White Beam tree, which members supported.
- iii. Cllr Kaye reported that Chris Rowley has asked whether it would be possible to plant three trees on The Green in front of Porcupine House and one tree on The Green. Members did not approve these requests as members feel that there are enough trees on The Green and the area in front of Porcupine House is looking very good now with the daffodils growing.

214. Leigh Easter and Summer Family Fun Play Events

The Clerk reported that the circus skills and giant bubble entertainer has been booked. Jessica’s Hall has been booked for the Easter event and for use of the toilets at the summer event. David Bennie is providing refreshments and his toy stand. There will be children’s yoga at the Easter event.
 Easter: Friday 8th April 10am to 2pm. Summer: Friday 12th August 2pm to 5pm.

215. To discuss the Rural Swathe and Visibility Cutting Contract 2022

The Clerk reported that KCC has agreed to do two full swathe cuts across the county, but she is waiting to hear from them as to KCC’s contribution to the cluster in 2022/23 and from the contractor as to whether they can do it and the cost for this year.

The member of the public left the meeting at 9.30pm.

216. Finance:

- i. To approve NALC pay scales effective from 1st April 2021
Cllr Kaye reported that he has carried out a review of the Clerk’s role and job description and found that the Clerk should be on a different spinal column point in LC2 rather than the existing spinal column point in LC1. He undertook to send out the details by email and members agreed to make a decision before the next meeting via email. In addition, the National Joint Council for Local Government Services has reached agreement on the rates of pay from 1st April 2021. The Clerk’s current hourly rate has increased by 22p per hour. This will be backdated to 1st April and paid at the May Parish Council meeting.
- ii. To discuss the application for grant from Leigh in Bloom for Jubilee plants
The Clerk reported as follows:
 - i. The Leigh in Bloom team has asked for a contribution towards the cost of Jubilee plants for the planters. There are eleven planters in the village. Members agreed to pledge £220 to this project.
 - ii. The Leigh in Bloom team want the circular seat around the oak tree by the Forstall looked at again. Clerk to ask Weld Done to take a look.
 - iii. The post for the village sign is rotting in places and needs some attention. Clerk to look.
- iii. To hear update regarding the Welcome Back Fund and approve associated costs
The Clerk reported that the compost cost for Leigh is £115.33 which Chiddingstone Parish Council has paid and Leigh Parish Council can reimburse. Members agreed to both the cost of the compost and the cost of planting yellow and blue flowers to show support for Ukraine, then the troughs will be re-planted with perennials for the Jubilee. Members agreed to locate these new planters on The Green near the benches.
- iv. To approve membership renewal to Action with Communities in Rural Kent: £90
Members approved this membership renewal.
- v. To approve membership renewal to CPRE: £36
Members approved this membership renewal.
- vi. To approve membership renewal to Local Councils Update: £100
Members approved this membership renewal.
- vii 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.

217. Items for reporting or inclusion in future agenda

Cllr Satterley said that the Village Halls AGM is on 26th April if anyone would like to attend.

**The Annual Parish Meeting will be on Monday 25th April 2022 in the Small Village Hall at 8.00pm.
The Annual Parish Council Meeting on Tuesday 3rd May 2022 in the Small Village Hall at 8.00pm**

The meeting closed at 9.40pm

Signed

Date

**LEIGH PARISH COUNCIL
LIST OF PAYMENTS
April 2022**

Date	Payment Number	Payee	Detail of payment	Amount Inc. VAT	VAT
28.03.22	467	Weld Done	Litter bin refurbishment	£1,705.00	
04.04.22	468	Clerk	Salary	£867.65	
04.04.22	469	HMRC	PAYE	£346.36	
04.04.22	470	Clerk	Mileage, petty cash & work fm home allow	£141.20	
04.04.22	471	KCC	Pension contribution	£449.54	
04.04.22	472	Vision ICT Ltd	Provision 10 hosted email accounts	£216.00	£36.00
04.04.22	473	SDC	Emptying dog bins Jan to March 2022	£563.16	£93.86
04.04.22	474	ACRK	Subscription renewal (last year £80)	£90.00	
04.04.22	475	CPRE	Subscription renewal (same as last year)	£36.00	
04.04.22	476	Communicorp	Local Councils Update (same as last year)	£100.00	
04.04.22	477	SDC	Bulk refuse freighter 05.03.22	£83.32	£13.89
04.04.22	478	Knockout Print	Annual Meeting boards	£72.00	£12.00
04.04.22	479	Peter Croft	Mowing	£153.00	£13.89
				<u>£4,823.23</u>	<u>£169.64</u>