

LEIGH PARISH COUNCIL

MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL VILLAGE HALL, HIGH STREET, LEIGH ON MONDAY 6TH MARCH 2023 AT 8.00PM

PRESENT: Cllr J. Kaye (Chairman), Cllr R. Britain, Cllr G. Marchant, Cllr A. Holt, Cllr S. Satterley, Cllr S. Smith and Cllr B. Williams

APOLOGIES: Cllr P. Croft and Cllr G. Rogers

IN ATTENDANCE: Mrs L. Kleinschmidt (Clerk). County Cllr M. McArthur, District Cllr R. Streatfeild (Penshurst, Fordcombe & Chiddingstone ward) and 3 members of the public attended the Open Session only.

Open Session

Report by County Cllr McArthur

County Cllr McArthur reported as follows:

- KCC Highways is under a lot of pressure; in the past month 8,000 potholes have been repaired, which is the highest number ever recorded, and there were 1,000 complaints about drainage.
- There has been a growth in the number of children with Special Educational Needs who require home to school transport; 6,000 children have special journeys arranged for them.
- Concessional travel passes for buses are mostly renewable at the end of March, and 140,000 bus passes may be renewed although this will not be automatic.
- The Government's expansion of the Ultra-Low Emission Zone will have an impact on parts of Kent. The Leader at KCC is asking why this boundary doesn't match the Air Quality Management Area. He has also asked for the Scrappage Scheme to be extended to Outer London. KCC has said that until these two issues are answered, the council will not install warning signs on Kent roads.
- The Secondary School Offer Day was 1st March and parents must accept or refuse the school place before 15th March 2023.
- The Community Asset consultation is still open, this looks at consolidating KCC's properties to make better use of the assets. There is little impact to this area.
- The proposal to limit the weight of vehicles using Burton Avenue was re-opened due to minor errors in the original proposal but has been withdrawn. The weight limit remains at 7.5 tonne.

Report by District Cllr Richard Streatfeild

Cllr Kaye welcomed District Cllr Streatfeild, who is the SDC ward member for Penshurst, Fordcombe & Chiddingstone. He reported as follows:

- People who wish to vote in the district and parish elections in a polling station must remember to take ID with them.
- Millwall Football Community Trust is running children's football training across the district, the nearest location to Leigh is in Edenbridge.
- There is new Government support for households' heating costs, this is being distributed by SDC on behalf of KCC.
- The SDC Local Plan is emerging and this will be a big deal for the villages in the district. The Plan will run from 2025 to 2040 and 7,000 new homes will need to be built on brownfield sites in urbanised areas, such as Westerham, Edenbridge and Sevenoaks. These will be high-intensity developments. There is a target of 6,000 new homes on Green Belt land under S.106 agreements. SDC will issue a Call for Sites after the election in May. Currently, SDC only has a 2.5 year land supply for new development, this tilts in favour of developers.
- Gatwick Airport's consultation on the use of the northern runway and more intense use of the existing runway has closed. Gatwick currently handles 52 air traffic movements an hour, this will rise to 60 air traffic movements per hour on the existing runway, and to 65 air traffic movements per hour if the northern runway is used.

This increase in the number of flights will narrow the airspace to 4 nautical miles between Leigh and Penshurst / Chiddingstone Hoath on westerly arrivals. Gatwick Airport will submit a revised plan in early April and it will try and persuade the planning inspector to approve its airspace modernisation plan at the end of this year or early next year. The flight path to the final approach will be narrower and more intensely used, which will have a particularly high impact on Leigh, Chiddingstone, Hever and parts of Speldhurst parishes.

- Cllr Kaye said that there is an application for new housing on a site at the end of Greenview Avenue, and the determination date keeps getting delayed. D.Cllr Streatfeild said that Parish Councils will need to identify their housing need and choose a site where development could take place under a S.106 agreement. As a generalisation, every village will need to build 140 houses over the next 15 years. Cllr Marchant said that Leigh has already built 150 new homes in the last 20 years. Cllr Streatfeild said that the rail links in Leigh make it an accessible village and therefore a good target for developers. He said that it is worth the Parish Council considering how it wants the parish to grow. There is pressure across the whole of the district and the 2021 census shows that the age demographic is higher. Ways in which the villages can regenerate should be considered. Cllr Kaye advised that the Parish Council is looking for a site for a scheme of affordable housing, but as yet has not been able to identify a site.
- Cllr Kaye said that the Parish Council has an old Village Design Statement and is considering updating this. D.Cllr Streatfeild said that policy compliant documents are very useful for the planning officers.

County Cllr McArthur and District Cllr Streatfeild left the meeting at 8.40pm.

Questions from members of the public

Two residents from Penshurst Road attended the meeting to advise members that they have received a letter from the landowner of the field behind their house to say that he will be re-erecting the fence and using the field for grazing. Cllr Kaye said that this is agricultural land and that at the current time the Parish Council is not aware of any other plans for this field.

Members of the public left the meeting at 8.45pm.

Closed Session

- 163. Apologies for absence** were received Cllr Croft and Cllr Rogers and their reasons for absence were accepted by the Parish Council.
- 164. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**
None.
- 165. The minutes of the Leigh Parish Council Meeting held on 6th February 2023** were approved and duly signed. Proposed by Cllr Holt, seconded by Cllr Marchant, and all were in favour.
- 166. To discuss the format of the Annual Parish Meeting to be held on Monday 24th April 2023**
Members discussed and agreed the format of the Annual Parish Meeting.
- 167. To discuss the Parish Elections to be held on Thursday 4th May 2023**
Timetable
- The Notice of Election will be published on Friday 17th March 2023.
 - Nominations will open on Monday 20th March at 10am and close at 4pm on Tuesday 4th April.
 - Nomination papers are available online at <https://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/parish-council-elections-england>.
 - The Statement of Persons Nominated will be published on 5th April by 4pm.
 - The deadline for residents to register to vote for the 4th May polls is Monday 17th April at midnight.
 - New postal vote or postal proxy applications, or changes to existing postal or proxy arrangements must be received by 5pm on Tuesday 18th April.

- The deadline for new proxy applications is 5pm on Tuesday 25th April.
- The Notice of Poll and Situation of Polling Stations will be published on 5th April.

Electors who choose to vote in a polling station will need to provide photo ID for the first time at the polls being held on 4th May. Without an approved form of photo ID polling station voters will not be provided with a ballot paper. The pre-election period (previously called purdah) is from the notice of election on 18th March until the day of the election. The Parish Council is advised to consider its decisions carefully during this time but it is not supposed to stop the workings of a Parish Council. Members agreed that the Clerk would put a note in the parish magazine seeking nominations for the parish elections.

168. To discuss event on The Green to commemorate the Coronation of King Charles III on 6th May 2023

The Clerk reported that the Leigh RBL Club has agreed to hold a bar for the event on Saturday 6th May from 6pm. The beacon will be lit at 8.30pm. The fish & chip van, pizza van and Thai Basil food van have all confirmed attendance. The Leigh Ladies Choir may sing and Cllr Holt said that Leigh School PTA wish to hold a raffle, which members agreed. Cllr Holt said that the Bank Holiday Monday 8th May is for events connected to The Big Help Out and suggested a parish litter pick. Members agreed. Clerk to advertise with a start time of 9.30am on The Green.

169. Planning

i. To consider applications received

- SE/23/00286/HOUSE: 30 Well Close, Leigh TN11 8RQ - single storey rear extension. Removal of roof on existing outrigger. Amended to better reflect the removal of the roof from the existing outrigger and not a previous extension. Members had no comment to make on this application.
- SE/23/00415/WTCA: Gardeners Cottage, Penshurst Road, Leigh TN11 8HH - Sycamore as growing out of wall - fell to ground level. Members supported this application.
- SE/23/00377/LDCPR: Priory Farm Cottage, Scabharbour Road, Hildenborough TN11 8PJ - change of use of two former agricultural barns to provide one detached single storey 1 bedroom dwelling and one detached 2/3 bedroom dwelling with mezzanine floor. Alterations to fenestration. Previous application: SE/22/02944/PAC: Prior notification for a change of use of agricultural buildings to dwelling houses (Class C3), and for building operations reasonably necessary for the conversion. This application is made under Class Q of The Town and Country Planning (General Permitted Development) (England) Order 2015. This was approved. However, the Prior Approval decision notice did not provide a formal determination of whether or not the proposed development is lawful under section 192 of the Town & Country Planning Act 1990. The applicant was advised to apply for a Proposed Lawful Development Certificate. Members had no comment to make on this application.

ii. To report SDC planning application decisions:

- SE/22/03458/HOUSE: 7 Gibbs Field, Leigh - alterations to fenestration. Application approved.
- SE/22/03523/HOUSE and SE/22/03524/LBCALT: West Cottage, High Street, Leigh - single storey rear extension with rooflight. Applications approved.
- SE/22/03528/LBCALT: Southdown House, 1 The Square, High Street - boiler move / replacement boiler in new location on South West elevation with external vent. Replacement "Like for Like" windows. Application approved.
- SE/22/02908/FUL: Manor Buildings, Powder Mill Lane, Leigh - use of open storage yard for storage of motor vehicles. Application approved.

iii. To discuss the review of the Leigh Village Design Statement

The Clerk reported that she received a response from Hannah Gooden, who is the Planning Policy officer at SDC, who said: "I think if the original document and principles remain valid, then the best course of action may be to prepare an update, and take it through a consultation, which is required before it can become an SPD. Once you've had a look through the original and decided what you'd like to amend/update, we'd be more than happy to run through a draft" Cllr Holt and Cllr Williams undertook to investigate this further. Cllr Satterley offered to help with the design of the updated version.

iv. To discuss Designated Rural Areas

The Clerk reported as follows:

1. "Paragraph 64 of the National Planning Policy Framework (NPPF) allows local authorities to seek an affordable housing contribution on small development sites (9 units and under) located within Designated Rural Areas (designated under Section 157 of the Housing Act 1985).

For sites located outside of Designated Rural Areas, the NPPF states that affordable housing contributions can only be sought on major developments. Major development is defined as 10 or more units or where the site area is larger than 0.5 hectares. Core Strategy Policy SP3 (Provision of Affordable Housing) originally set a requirement for all new housing developments to provide affordable housing on a sliding scale (either on site provision or a financial contribution), however as the NPPF postdates the adoption of the Core Strategy we are much more limited in what contributions we can seek and can only seek contributions in line with the NPPF.

2. With regards applying a lower threshold for affordable housing contributions on sites located within Designated Rural Areas, in March 2015 Cabinet resolved to apply a lower threshold of 6 to 9 units to sites located in those Designated Rural Areas in force at that time. This related to locations within Areas of Outstanding Natural Beauty and contributions have been sought on this basis ever since. The lower threshold does not apply to sites located within Designated Rural Areas that come forward for Rural Exceptions Housing under Core Strategy Policy SP4).

3. In December 2021, Cabinet approved an application being made to the Secretary of State for Levelling Up, Housing and Communities, seeking the designation of additional areas. These are: Badgers Mount, Brasted, Chiddingstone, Cowden, Crockenhill, Eynsford, Farningham, Fawkham, Halstead, Hever, Knockholt, Leigh, Penshurst, Seal, Sevenoaks Weald, Shoreham and Sundridge with Ide Hill.

4. The application has been successful and on 12 December 2022, the Housing (Right to Buy) (Designated Rural Areas and Designated Regions) (England) Order 2022 ("the Order"), comes into force.

5. Approval is sought to update the March 2015 Cabinet resolution, whereby the lower site threshold of 6 to 9 units is applied in all Designated Rural Areas, set out in Appendix A. This will ensure our ability to secure affordable housing contributions from smaller sites is maximised, whilst not impacting our rural exceptions housing programme.

6. The primary purpose of Designated Rural Area status is to restrict the consequences of the Right to Buy. It allows restrictive covenants to be put in place so that social housing can only be sold on to someone who has been living or working in the parish for 3 years. Alternatively the landlord may require the tenant to offer the home back to them if the tenant wishes to sell within 10 years of buying.

7. Designated Rural Area status assists the Council's rural exceptions housing programme, because sites within these Areas are not permitted to be developed as First Homes Exceptions Sites. First Homes are capped at £250,000 and are for first time buyers only, and are for people with a local connection. At least 25% of the scheme's affordable housing must be First Homes. This exclusion helps to ensure sites will continue to only come forward for rural exceptions housing under Core Strategy Policy SP4. This will ensure the delivery of genuinely affordable housing to meet identified local housing needs.

8. Subject to Cabinet approval, any planning application within a listed parish for a site comprising 6-9 homes, would trigger an affordable housing contribution under Core Strategy policy SP3. This would be in the form of a commuted sum payment.

v. Leigh School

The Clerk reported that the School has asked if it is ok to remove the hedge by the door to the school and replace with a fence. The Clerk has forwarded the advice received from SDC onto the school.

vi. Land south of Greenview Avenue

Cllr Marchant reported that he has discussed this application with the Leader of Sevenoaks District Council, who undertook to advise if the application will go to committee for determination.

170. The Green

i. To discuss the installation of posts and/or grasscrete around The Green

Members agreed to obtain quotes for the following:

- i. A large new oak post opposite Cherry Tree Cottages on The Green
- ii. Double width of grasscrete from Oak Cottage to Podium House

Further consideration is needed about the stretch from Greenview Avenue to The Green Lane.

ii. To discuss Commercial Services Trading Ltd maintenance of The Green 2023

Members agreed to renew the maintenance contract for 2023 as below.

	Maintenance	2022	2023	%
1.	To gang mow green on 21 occasions	£796.60	£860.33	8%
2.	To spike the whole green on 2 occasions	£499.20	£539.13	8%
3.	To roll the whole green in both directions in April	£364.00	£393.12	8%
4.	To quadaplay whole green	£249.60	£269.56	8%
5.	To contravate (shallow lines are dug in the goal mouth and grass seed sown) the football pitch in April	£606.93	£655.48	8%
6.	To fertilize the whole green on 2 occasions	£1,040.46	£1,123.69	8%
7.	To vertidrain the whole green on 1 occasion	£603.20	£651.45	8%
	Total	£4,159.99	£4,492.76	8%

iii. To discuss the Easter and Summer Family Fun Play Events

The Clerk reported that the Easter play event will be on Thursday 6th April from 10am to 2pm

The Summer play event will be on Friday 4th August from 10am to 2pm, the entertainer has been booked. Clerk to organise the advertising boards.

iv. Leigh in Bloom

- i. Bench by the Bus Shelter in the High Street: The Clerk advised that Leigh in Bloom has asked for approval to replace the bench by the bus shelter providing enough funding is raised. Members agreed that this bench could be replaced by a memorial bench. Cllr Marchant undertook to check the condition of the bench.
- ii. Circular bench around the oak tree by the Forstall: Leigh in Bloom has offered to paint the bench at their own cost. Members approved.
- iii. The Leigh in Bloom team has been in touch with the Village Hall Management Committee about the various planters and hanging baskets at the village hall. This will be funded by Leigh in Bloom.

171. Highways & Rights of Way

i. Notifications of road closures:

- Temporary Road Closure - Penshurst Road, Leigh - 6th March 2023 for 2 days between 09.30 and 15.30 for the safety of the public and workforce while works are undertaken by Openreach. The road will be closed between B2176 Station Hill and Cinder Hill Lane.
- Urgent Road Closure - Coppings Road, Leigh - 27th February 2023 for up to 4 days. The whole road will be closed between 09:30 and 15:30 each day to enable drainage works to be carried out by KCC.
- Urgent Road Closure - Philpots Lane, Leigh - 23rd February 2023 for up to 1 day to enable carriageway repairs to be carried out by KCC. The whole road will be closed.
- Urgent Road Closure - Ensfield Road, Leigh - 3rd March 2023 for up to 1 day between 09:30 and 15:00 to enable carriageway repairs to be carried out by KCC.

ii. Cllr Marchant reported that KCC have tried to attend to repair the drains in the High Street three times but a car parked in the village has prevented the work. Clerk to ask KCC to advise when they are next coming so that the Parish Council can ensure that the car is moved.

iii. Cllr Marchant reported that the drains in Powdermill Lane near Hollow Trees Drive, and near Garden Cottages are blocked. Clerk to report.

172. To hear report of the Coffee Corner project held in the Leigh Scout Hut

The Clerk reported that the last event held on 13th January was well attended. The next dates are Friday 17th March 10.30am to 12.30pm and Friday 14th April 10.30am to 12.30pm, this will be run by Leigh Ladies Choir.

173. Powder Mills

None.

174. Charcott

None.

175. Aviation

See Open Session above.

176. Affordable Housing

None.

177. Aged Persons Dwellings: To approve new tenancy of No.1 The Bungalows from 10th March 2023

The Clerk reported that 4 applications were received and the tenant selection process took place which considered the application forms in detail with a points system. Subject to the Parish Council's approval, the tenancy has been offered to Mrs Sheila Bodle who has family living in the parish and who needs to be living nearby. The tenancy will commence from Friday 10th March. Cllr Satterley proposed that the tenancy be approved, this was seconded by Cllr Britain and all were in favour.

178. The Old Burial Ground

The Clerk reported that she submitted a grant application to SDC's Community Mobilisation Fund for £1000 towards the new noticeboard and the path.

179. 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: KALC Sevenoaks meeting dates: March 10th, June 9th, September 8th, December 8th, all in Sevenoaks Town Council chamber from 7pm to 9pm.
- ii. Item 4: Kent Police
 - Powder Mill Lane, Leigh, on Friday 3rd February at around 03:01, somebody tried to steal fuel from a vehicle from the road. Crime Report No. 46/22912/23
 - Hollow Trees Drive, Leigh, between 18:00 on Monday 20th February and 08:00 on Tuesday 21st February, somebody stole a red Land Rover 90 Defender, R712*** from a driveway. Crime Report No. 46/36176/23
- iii. Item 5: WKHA re: The Forstall replacement windows: "Thank you for the feedback. We will now re-start the window program and continue with the installations at our properties with the grey/brown to the front and white to the rear."
- iv. Item 6: CPRE Annual Chairman's Report.
- v. Item 8: Correspondence with South-East Region Rail Partnership and Leigh School about a rail safety event for Year 6 children on 26th June. The event will include a return trip to Tonbridge, exploring the station, meeting some of the staff and being told safety advice.
- vi. Item 9: KALC events:
 - Climate Change Conference, online, 17th March from 10am. Price: £50 + VAT
 - Becoming a Local Councillor, online, 21st March at 7pm. Free event.
 - The Dynamic Councillor, online, 23rd March from 6pm. Price: £50 + VAT
 - Annual Planning Conference, Lenham Centre, 30th March from 9.30am. Price: £60 + VAT

180. Finance:

- i. To consider membership renewal to GACC: £10

Members approved this membership renewal.

ii. To discuss Earmarked Reserves

Members agreed the following transfers to and from Earmarked Reserves:

Project	Earmarked Reserve at 1 Apr 22 £	Transfer to Reserves £	Transfer from Reserves £	Earmarked Reserve at 31 Mar 23 £
1 Aged Person Dwellings	7,300.00	25,000.00		32,300.00
2 Election costs	2,700.00	200.00		2,900.00
3 General Contingency inc The Green	18,000.00	5,000.00		23,000.00
4 Planning Contingency inc Village Design Statement	9,250.00	5,000.00		14,250.00
5 CIL	148.55			148.55
6 Leigh in Bloom	<u>411.43</u>	<u>400.00</u>	<u>-611.43</u>	<u>200.00</u>
TOTAL	37,809.98	35,600.00	-611.43	72,798.55

iii. To discuss CIL expenditure

The Clerk reported that £148.55 is required to be spent before 20.04.23. Refurbishment of the benches on The Green should be eligible.

iv. To approve list of payments

Cllr Smith proposed that the list of payments be approved. This was seconded by Cllr Satterley and all were in favour.

v. District-wide Precept tables

The Clerk circulated comparison tables showing the Town and Parish precepts throughout the district.

181. Items for reporting or inclusion in future agenda

None.

Next Parish Council Meeting will be on Monday 3rd April 2023 in the Small Village Hall at 8.00pm
The meeting closed at 10.10pm.

Signed

Date

**LEIGH PARISH COUNCIL
LIST OF PAYMENTS
March 2023**

Date	Payment Number	Payee	Detail of payment	Amount Inc. VAT	VAT
08.02.23	577	Luke Saunders	Final invoice No.1 The Bungalows	£390.00	
06.03.23	578	Clerk	Salary	£1,134.76	
06.03.23	580	HMRC	PAYE	£480.48	
06.03.23	581	Clerk	Mileage, petty cash & office costs	£409.22	£78.09
06.03.23	582	KCC	Pension contribution	£587.61	
06.03.23	583	SDC	Bulk refuse freighter 28.01.23	£135.24	£22.54
06.03.23	584	Rockport Cleaning	Carpet cleaning at No.1 The Bungalows	£165.00	
06.03.23	585	Leigh Scouts	Hire of Scout Hut 10.02.23	£20.00	
06.03.23	586	MP Roofing (Kent) Ltd	Roof & chimney repairs No.2 The Bungalows	£678.00	£113.00
06.03.23	587	Hodge Landscapes	New path at No.1 The Bungalows	£4,740.00	£790.00
06.03.23	588	GACC	Membership renewal	£10.00	
				<u>£8,750.31</u>	<u>£1,003.63</u>