

LEIGH PARISH COUNCIL

MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE LARGE VILLAGE HALL, HIGH STREET, LEIGH ON MONDAY 3RD APRIL 2023 AT 8.00PM

PRESENT: Cllr J. Kaye (Chairman), Cllr R. Britain, Cllr G. Marchant, Cllr A. Holt, Cllr G. Rogers, Cllr S. Satterley, Cllr S. Smith and Cllr B. Williams
APOLOGIES: Cllr P. Croft, County Cllr M. McArthur and Mrs L. Kleinschmidt (Clerk)
IN ATTENDANCE: Two members of the public.

Open Session

Questions from members of the public

1. District Cllr James Barnett, Sevenoaks District Cllr for Edenbridge North and East joined the open session. He is standing as the Conservative candidate for the Cowden & Hever ward in the upcoming election. He said that he currently sits on the SDC Development Control Committee and offered to get an update on likely timing for determination of the application on land south of Greenview Avenue.
2. Mr James Osborne-Jackson asked whether the Parish Council had considered inviting District Cllr Peter Fleming to attend the Annual Parish Meeting.

The Open Session closed at 8.12pm.

Closed Session

- 182. Apologies for absence** were received Cllr Croft and his reason for absence was accepted by the Parish Council. Apologies for absence were also received from the Clerk and County Cllr McArthur.
- 183. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**
Cllr Smith declared a DPI in item 191(i)(iv) Planning as she has an application for tree works.
- 184. The minutes of the Leigh Parish Council Meeting held on 6th March 2023** were approved and duly signed. Proposed by Cllr Marchant, seconded by Cllr Smith and all were in favour.
- 185. To discuss the Annual Parish Meeting to be held on Monday 24th April 2023**
Cllr Kaye reported that the Hildenborough & Tonbridge Medical Centre have said they can't come but will send some information to circulate on their behalf. Members agreed to invite doctors to the May Parish Council meeting to discuss new ways to access the practice services. Cllr Rogers undertook to follow this up with practice manager. There will be a Chairman's report and reports by County and District Cllrs. Clerk to invite District Cllr Fleming to attend. The Community Award will be presented.
- 186. To discuss the Parish Elections to be held on Thursday 4th May 2023**
- Nominations opened on Monday 20th March at 10am and will close at 4pm on Tuesday 4th April.
 - The Statement of Persons Nominated will be published on 5th April by 4pm.
- 187. To discuss event on The Green to commemorate the Coronation of King Charles III on 6th May 2023 and the parish Litter Pick to be held on 8th May 2023 as part of the Big Help Out initiative**
- Leigh RBL Club has agreed to hold a bar for the event on Saturday 6th May from 6pm. Clerk to follow up with the Leigh Royal British Legion to confirm details for the Temporary Events Notice application.
 - 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 have shown interest, not had confirmation yet.
 - Litter Pick on Monday 8th May at 9.30am. Cllr Marchant offered to use his pick-up truck with flashing lights and signage to protect litter pickers on Hildenborough Road and Ensfield Road.
 - Clerk to check insurance policy for number/capacity for events on The Green.
 - Cllr Satterley to stock and light beacon.

188. To review and update Risk Assessment

Members reviewed and approved the updated Risk Assessment. Members agreed to downgrade the ratings of "large unexpected expenditure" item following extensive works to APDs and reduce both likelihood and severity rating from 4 to 3. Proposed by Cllr Britain, seconded by Cllr Rogers, and all were in favour.

189. To review and update Standing Orders

Members reviewed and approved the updated Standing Orders that are based on the new NALC model Standing Orders. Proposed by Cllr Williams, seconded by Cllr Marchant and all were in favour.

190. To review and update Finance Regulations

Members reviewed and approved the updated Finance Regulations that are based on the new NALC model Finance Regulations. Proposed by Cllr Britain, seconded by Cllr Kaye and all were in favour.

191. Planning

i. To consider applications received

- i. SE/23/00640/NMA: 31A Well Close, Leigh TN11 8RQ - Non-material amendment to SE/21/03658/HOUSE (Single storey side and rear extension) - to remove upstairs bedrooms. Members had no comment to make on this application.
- ii. SE/23/00707/HOUSE: 33 Penshurst Road, Leigh TN11 8HL - front porch extension. Loft conversion. Rear roof dormer extension. Addition of two velux windows. Roof alterations. Members had no comment to make on this application.
- iii. SE/23/00685/HOUSE: 13 Lealands Avenue, Leigh TN11 8QU - single storey rear extension, with rooflights. Members had no comment to make on this application.
- iv. SE/23/00851/WTCA: Old Chimneys, The Green, Leigh TN11 8QL - works to Willow tree. Members had no comment to make on this application.
- v. SE/23/00850/WTCA: Chestnuts, The Green, Leigh TN11 8QP – work to trees. Members had no comment to make on this application.
- vi. SE/23/00771/LBCALT: Waterworks House, Kiln Lane, Leigh TN11 8RT - to erect a dwarf wall within the rear garden of the property. This will include 2 steps to allow access from the patio to the rest of the garden. To replace the current patio of concrete slabs with Indian sandstone paving. Members had no comment to make on this application.
- vii. SE/23/00738/FUL: Land West of Oakfield Farm, Powder Mill Lane, Leigh TN11 8PZ - subdivision of land for the erection of a detached four-bedroom dwelling, together with access and landscaping including a pond. Members agreed that the Planning Committee would consider this application.

ii. To report SDC planning application decisions:

- SE/22/03437/LDCPR: Fairview, Burton Avenue, Leigh TN11 9FB - proposed erection of single storey side extension and outbuilding. Application approved.
- SE/23/00069/WTCA: 1 Oak Cottages, High Street, Leigh TN11 8RW - works to trees in a Conservation Area - felling of conifer tree and reduce beech tree. No objection Lodged
- SE/23/00013/HOUSE: 31A Well Close, Leigh TN11 8RQ - single storey rear extension with rooflight, patio with associated landscaping. Application approved.

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

Cllr Williams and Cllr Holt undertook to gather information for an update to the Village Design Statement.

iv. To discuss the new Permitted in Principle (PIP) type of planning application

Cllr Kaye reported that the Clerk has advised that applicants can now apply for a new Permission in Principle for residential development. The first stage establishes whether a site is suitable in principle, looking at location, land use and the amount of development. The second stage assesses the detailed development proposals, such as amenity impact, highway safety, parking, ecology and other technical details. This is not the same as an outline application with the later submission of reserved matters. Consultation period will be 14 days with site notice and parish consultations. SDC has 5 weeks to determine and it cannot impose planning conditions.

Certain sites cannot use a PIP – major developments, householder development, one that needs an environmental statement or a site with a special habitat. Members asked for more information and examples of how this application type can be used given the exceptions noted.

192. The Green

- i. To discuss the installation of posts and/or grasscrete around The Green
Cllr Kaye reported that Cllr Marchant, Cllr Smith and the Clerk met the residents on Friday morning to discuss installing grasscrete along the edge of The Green in front of their houses. They were not supportive and suggested moving the lichen bench onto The Green and moving the Victorian bench that is pushed into the hedge also onto The Green. This section of hedge could be cut back hard which would give additional width. Chris Rowley says that the hedge belongs to The Barden Trust and if the Parish Council request that it is cut back they would be in agreement. There is a 30mph highway sign in the overgrown hedge, completely obscured, members agreed to remove the sign. Cllr Kaye reported that an email has been received from Jonathan and Sarah Cook setting out their concerns regarding the impact of concrete on the environment. Cllr Marchant reported that he has carried out a survey of The Green and has found that BT cables run from a connection point on The Green opposite the Pavilion down to the Oak Tree and then across to Powdermill Lane. Electricity cables run on the other side of the road in front of Barden Cottages. Any installation of grasscrete or posts would require test works. Members agreed for these test works to take place. Cllr Marchant undertook to provide drawings of the access to Gowers in order to check whether the drive has been widened. Members also agreed to investigate re-arranging the layout of bottle banks to free up more parking spaces on Crandalls.
- ii. To approve costs relating to repairing The Green near the school
Cllr Kaye reported that Ian Bishop has asked for approval to hire a dimple seeder to improve the area that has been damaged by the school's football coaching, the anticipated cost is £300. Ian Bishop will need to temporarily fence the area. Members agreed. Proposed by Cllr Holt, seconded by Cllr Satterley and all were in favour.
- iii. To discuss the Easter and Summer Family Fun Play Events
Easter play event in Jessica's Hall on Thursday 6th April 10am to 2pm, and the Summer play event on The Green on Friday 4th August 10am to 2pm.
- iv. To discuss the request by Leigh Village Horticultural Society to use The Green for their Summer Show on Saturday 2nd September 2023
Members agreed. Proposed by Cllr Britain, seconded by Cllr Marchant and all were in favour.

193. Highways & Rights of Way

Members asked for update on timing of repairs to Hildenborough Road.

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

The last event held on 17th March was well attended. Next dates are Friday 14th April 10.30am to 12.30pm, this is being run by Leigh Ladies Choir, and Friday 12th May 10.30am to 12.30pm.

195. To hear update regarding the Leigh Village Halls Management Committee

Cllr Satterley reported that the Village Hall Committee is working well. Reserves are in place and a review of hire prices has taken place.

196. Charcott: to discuss the refurbishment of the telephone box and approve cost of materials

Cllr Kaye reported that a lady from Sevenoaks Weald has offered to refurbish the Chiddingstone phone box and has said that after that she'll do the Charcott one. The Parish Council would be required to pay for materials. Members agreed and asked for more information on what refurbishment is planned.

197. Affordable Housing

None.

198. Aged Persons Dwellings

Cllr Kaye reported that the lease has been signed on No.1 The Bungalows. The new path is completed and the tenant is very pleased to be offered the tenancy.

199. The Old Burial Ground

Cllr Kaye reported that the Parish Council has received a grant of £500 from SDC's Community Mobilisation Fund towards the new noticeboard.

200. To discuss correspondence received

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

Item 7: Kent Police:

- A21 Tonbridge By-pass, Leigh, between 23:59 on Tuesday 14th March and 06:00 on Wednesday 15th March, somebody stole fuel from a Scania parked in a layby. Crime Report No. 46/49842/23
- A21 Tonbridge By-pass, Leigh, on Wednesday 15th March between 00:04 and 04:22, somebody stole fuel from a Volvo parked in a layby. Crime Report No. 46/49972/23
- Penshurst Road Leigh, on Tuesday 21st March around 15:51, somebody stole items from a residential property. Crime Report No. 46/52431/23.

201. To discuss the Leigh Parish Magazine and Leigh Directory

Cllr Kaye reported that the Churchwardens have suggested that they cease the production of a separate directory and incorporate the listings into the regular magazine. Members supported this proposal.

202. Finance:

- i. To approve membership renewal to CPRE: £60
Members approved this membership renewal. Proposed by Cllr Marchant, seconded by Cllr Satterley, and all were in favour.
- ii. To approve membership renewal to Local Councils Update: £110
Members approved this membership renewal. Proposed by Cllr Smith, seconded by Cllr Rogers, and all were in favour.
- iii. 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.

203. Items for reporting or inclusion in future agenda

Cllr Holt reported that she and Cllr Satterley had been approached by a resident of Meadow Bank regarding the use of the communal gardens at Meadow Bank. Clerk to follow up with WKHA.

The Annual Parish Meeting will be held on Monday 24th April in the Small Village Hall at 8.00pm

Next Parish Council Meeting will be on Tuesday 23rd May 2023 in the Small Village Hall at 8.00pm

The meeting closed at 9.45pm.

Signed

Date

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

Payment				Amount	
Date	Number	Payee	Detail of payment	Inc. VAT	VAT
03.04.23	589	Clerk	Salary	£1,134.76	
03.04.23	590	HMRC	PAYE	£480.48	
03.04.23	591	Clerk	Mileage, petty cash & electricity contribution	£135.49	
03.04.23	592	KCC	Pension contribution	£449.54	
03.04.23	593	SDC	Emptying dog bins Jan to March 2023	£563.16	£93.86
03.04.23	594	CPRE	Subscription renewal (last year £36)	£60.00	
03.04.23	595	Communicorp	Local Councils Update (last year £100)	£110.00	
03.04.23	596	SDC	Bulk refuse freighter 04.03.23	£135.24	£22.54
03.04.23	597	Vision ICT	Ten hosted email accounts	£216.00	£36.00
03.04.23	598	SDC	Council Tax for No.1 APD 16.01.23-09.03.23	£298.23	
03.04.23	599	OVO Energy	Gas and electricity bill No.1 APD	£347.78	£19.75
03.04.23	600	Leigh Scouts	Hire of Scout Hut	£20.00	
				<u>£3,950.68</u>	<u>£172.15</u>