

LEIGH PARISH COUNCIL

MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL VILLAGE HALL, HIGH STREET, LEIGH ON MONDAY 4TH SEPTEMBER 2023 AT 8.00PM

PRESENT: Cllr J. Kaye (Chairman), Cllr A. Backlog, Cllr R. Britain, Cllr A. Holt, Cllr G. Marchant, Cllr G. Rogers, Cllr S. Satterley, Cllr S. Smith (until 9.45pm) and Cllr B. Williams

APOLOGIES: District Cllr M. Silander

IN ATTENDANCE: Mrs L. Kleinschmidt (Clerk). County Cllr M. McArthur and 2 members of the public attended the Open Session only. 1 member of the public attended until 9.30pm.

Open Session

Report by County Cllr McArthur

County Cllr McArthur reported that the District and County Councils have been quiet during August, only meeting to discuss emergency matters, of which there are two:

1. The crisis regarding reinforced autoclaved aerated concrete (RAAC) in schools has been a concern but luckily no schools in Kent are having to close, although six schools do need work to be undertaken, including one in Tunbridge Wells.
2. There are unprecedented numbers of unaccompanied asylum children currently in Kent. Support is available for up to 340 unaccompanied asylum children but there are currently 670 in Kent plus 100+ care leavers. This is putting a huge strain on services and KCC officers. KCC has served a s.5 notice on the Government which says that KCC cannot undertake the task of caring for this number of children. The situation will escalate unless the Government finds an answer. The National Transfer Scheme, which asks other local authorities to take a share of the number of asylum seekers, is in place but doesn't always work satisfactorily.

Cllr Kaye reported that there are a number of water leaks in the village, particularly in the High Street. This is the responsibility of South-East Water to rectify. Cllr Marchant reported that the B2027 Hildenborough Road between Leigh and the A21 flyover is in a terrible condition and needs completely resurfacing. C.Cllr McArthur undertook to find out from KCC Highways when this work is scheduled to be done.

Report by District Cllr Silander

In the absence of District Cllr Silander, the Clerk read his report:

"1. West Kent Housing Association: I spoke with Julie Terry, Head of Housing Services, and Cathy McCarthy, Executive Director of Housing and Communities. WKHA has a programme to develop new homes, with grants from Homes England. They will not be building bungalows as these are not financially viable. Anti-social behaviour - tenancy sustainment is their strong preference and priority. Eviction is a last resort, the timelines from serious complaint/beginning an investigation into a tenant and an eviction would be 18+ months. This requires court approval, so documented evidence is vital. For general anti-social behaviour, SDC and the police have more tools available to them. If SDC members contact WKHA, there is a 10 working day deadline to respond. Quarterly inspections take place of housing, the Tenancy Services Officer who manages our ward is Tony Bourne, he will provide estate inspection dates if I/we would like to join him. For a query about a specific home or area of land we should email mytenancy@wkha.org.uk, this email is managed by their Tenancy Services Coordinators who will be able to provide a quicker response if the TSO is on leave or out in the community. General enquiries or complaints can be sent to help@wkha.org.uk, they will be managed by their Customer Services Team and complaints by their Customer Resolution Team." C.Cllr McArthur said that Kelly Webb and Maxine Quinton at SDC have daily meetings with the police and they will help residents and the Parish Council with antisocial behaviour issues

"2. The Forstall: I have spoken to the SDC, several residents and half a dozen SDC and KCC members. The summarised feedback is that it is SDC and KCC policy to maximise value from any land sale, there are examples where despite years of fighting land is sold to the highest bidder. There are no conditions according to SDC planning which would prevent a sale or building works. The consensus of local residents is they would be keen to retain the land as is, but a secondary preference being that local affordable housing is built as per the Parish Council wishes.

"I will assume this is the wish of the Parish Council as well and argue on this basis at tomorrow's Finance Committee Meeting. In terms of reasons to retain the land as is, I know of the following:

- The land is regularly used as a play area by the children who live in the street. NB the 2014 'overturning' of a SDC 'no ball games' sign.
- All houses use a central soak away which is already beyond capacity, during heavy rain drains overflow and localised flooding up to doors and in the road. Residents have had to put in additional drainage around their properties.
- There is regular flooding at the entrance of the road after KCC replaced drain-away curbs (into the stream) with normal curb stones.
- The road is beyond capacity for car parking. There are at least 23 vehicles plus an empty property. SDC have refused permission to convert front gardens into off-street parking, but some have had to do so regardless. Emergency vehicle access would be difficult."

Cllr Kaye said that the Parish Council would prefer this grass area to remain undeveloped, but if it is developed the Parish Council's preference would be for low-cost local needs housing. Cllr Holt asked who is responsible for maintaining the WKHA owned properties and gardens if a resident is elderly, vulnerable or unable to do the work, or if residents just don't keep the area tidy, do WKHA step in and carry out maintenance. Clerk to email Tony Bourne.

"3. 21 Green Lane: You have seen the correspondence emails. The Parish Council issue raised is a Building Control point rather than Planning. We did manage to have Building Control consider the information provided by the Parish Council and they decided it did not warrant any action. They advised that in the event there is a contamination, this should be recorded at the time and the Environment Agency notified." See item 54(iii).

"4. SDC Updates: There are no further updates beyond the email correspondence already sent."

County Cllr McArthur left the meeting at 8.30pm.

Questions from members of the public

1. A member of the public asked whether the school is having concrete-related work done. Cllr Marchant said that the school is having some windows replaced. Cllr Rogers said that the new kitchen has been installed in Jessica's Hall which is good news. Cllr Holt said that the fund raising has gone well but there is still a long way to go.
2. A member of the public asked about the current circumstances with the village shop. Members agreed that the Chair and Clerk would ascertain the situation and item to be discussed again next month.

Two members of the public left the meeting at 8.40pm.

Closed Session

51. Apologies for absence were received from District Cllr Silander.

52. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed

Cllr Backlog declared a DPI in item 54(iii) as her property backs onto the land in question, and a DPI in item 54(iv) as she is a member of the Greenview Avenue Members Group.

53. The minutes of the Leigh Parish Council Meeting held on 3rd July 2023 were approved and duly signed. Proposed by Cllr Satterley, seconded by Cllr Smith, and all were in favour.

54. Planning

i. To consider applications received

- i. SE/23/02268/HOUSE and SE/23/02269/LBCALT: Waterworks House, Kiln Lane, Leigh TN11 8RT - internal and external alterations to layout and fenestrations. New replacement roof windows. Members had no comment to make on this application.
- ii. SE/23/02216/LDCEX: 1 Home Farm Close, Leigh TN11 8SB - lawful development is sought for existing use of the land as residential garden/curtilage. Members had no comment to make on this application.

- iii. SE/23/02455/WTCA: Chilling House, High Street, Leigh TN11 8RH – the following tree works: T1 - Mature Thuja plicata (Western Red Cedar) reduce all overhangs no more than 2.5m, up to approximately 10m from ground level. T2 - Pinus sylvestris (Scots Pine) climb to remove partially failed limb in the South Western mid/upper crown. Members had no comment to make on this application.
- iv. SE/23/02477/HOUSE: Barnetts Mead, Powder Mill Lane, Leigh TN11 8PY - loft conversion with rear feature dormer window and rooflights. Single storey rear kitchen extension with lantern rooflight. Porch. Members objected to this application which represents inappropriate development in the Green Belt due to the size and scale of the proposed development. The Parish Council is concerned that the applicant has not provided clear evidence to show that the total floor space of the proposal, together with its previous extensions, alterations and outbuildings would not result in an increase of more than 50% above the floor space of the original dwelling.

The Clerk reported that since the last meeting, the Planning Committee considered the following applications.

- v. SE/23/01574/MMA: 21 The Green Lane, Leigh TN11 8QX - Minor Material Amendment to 21/03994/HOUSE. Amendment to show further information as submitted by the agent, including confirmation from Building Control and information on percolation test and drainage field sizing. Members approved the following response: Leigh Parish Council strongly objects to this Minor Material Amendment to 21/03994/HOUSE. The Parish Council has received independent advice on this matter as it is a specialist subject. Members believe that this application should be refused because it is clear that insufficient and incorrect information has been supplied by the applicant. A report specifying the advice received and the Parish Council's comments was attached.
- vi. SE/23/01845/HOUSE: Fairview, Burton Avenue, Leigh TN11 9FB - erection of two storey side extension, alteration to existing porch. Members approved the following response: Leigh Parish Council objects to this application on the following grounds:
 1. This proposal constitutes inappropriate development in the Green Belt. The arguments tendered do not in our opinion establish special circumstances.
 2. The applicants have previously applied for a two storey extension (16/03941/HOUSE & 7/02697/LDCPR) which were rejected on the basis of inappropriate development in the Green Belt due to disproportionate additions over the size of the original dwelling. The applicants admit in para 6.12 of the Planning Design and Access Statement that this proposal still exceeds the 50% floor area threshold. They do not establish very special circumstances to justify the grant of permission and by the very fact that they are seeking a trade-off they fundamentally accept this.
 3. A two storey extension will affect the residential amenity of neighbouring properties.
 4. The trade-off proposal claims that the impact of a marginally smaller two storey extension will make less impact than a single storey side extension and single storey outbuilding. We do not agree.
 5. We do not consider that the single storey outbuilding proposed for trade-off would have a greater impact on the Green Belt but quite to the contrary that the proposed two storey extension will.
- vii. SE/23/02056/WTPO: The Old Burial Ground, High Street, Leigh TN11 8RQ - Work to tree and hedge. This is the Parish Council's application.
- viii. SE/23/02046/WTPO: 5 Hollow Trees Close, Leigh TN11 8QF - reduce lateral growth on 2 Oak trees to the rear of the property by up 4m. Cut back Oak to the side of the property to give 2m clearance. Members had no comment to make on this application.
- ix. SE/23/01970/HOUSE: 4 Knotley Hall Cottages, Tonbridge Road, Chiddingstone Causeway TN11 8JH - part single part two storey rear extensions. Alterations to existing garage to create habitable space. Alterations to roof. Members approved the following response: Leigh Parish Council objects to this application. The proposal represents inappropriate development in the Green Belt and the bulk and scale of the proposal is a disproportionate addition to the original dwelling. The proposal is an increase in size of 81.6% on the original dwelling.

The Parish Council does not agree with the applicant's claim of special circumstances in that these additions would make less of an impact on the Green Belt than the already granted permissions. The Parish Council also believes that the proposal would damage the neighbour's residential amenity.

- x. SE/23/02145/HOUSE and SE/23/02146/LBCALT: Hall Place, Penshurst Road, Leigh TN11 8HH - new two storey replacement extension. Refurbishment of existing building. New chimney. Internal alterations. Alterations to fenestration. New Patio. Roof lantern. Members approved the following response: Leigh Parish Council supports this application. The Parish Council approve the contemporary design of the extension, which is proportionate and appropriate in design and scale. The Parish Council also wholly concurs with the sentiments in para 4.5 of the Heritage Statement that the house is to be restored to its original and optimum use as a family home after decades of underuse and neglect. Also, that the alterations contribute to the viability of Hall Place and are a prerequisite to achieving the considerable investment that is required to carry out the conservation repairs to the house, the estate and the other heritage assets.
- xi. SE/23/02309/WTCA: White House, High Street, Leigh TN11 8RH - reduce 2 Horse Chestnut trees up to 3m. Members had no comment to make on this application.

ii. To report SDC planning application decisions:

- SE/23/01315/HOUSE: 1 Bungalows, High Street, Leigh - replace existing flat roof area with gable end pitched roof to form first floor bedroom with gable end window, west facing roof light and south facing roof light in existing roof. Application refused. Reason: the proposal would be inappropriate development harmful to the maintenance of the character of the Green Belt and to its openness as it will result in a disproportionate addition over and above the size of the original dwelling of which a case for very special circumstances does not outweigh.
- SE/23/00931/FUL: Unit 7 & Unit 17 Gaza Trading Estate, Scabharbour Road, Hildenborough - replacement of two existing timber framed buildings (Unit 7 and Unit 17) with steel framed buildings. Application refused. Reason: there is insufficient information to confirm that protected species (bats) will be conserved by the proposed development.
- SE/23/00858/LDCPR: Brookside Barn, Egg Pie Lane, Sevenoaks Weald - Lawful Development Certificate for the proposed use of the land for siting a mobile home for use ancillary to the main dwelling. Application approved.
- SE/23/01292/NMA: 21 The Green Lane, Leigh - Non-Material Amendment to SE/21/03994/HOUSE. Decision: the proposal is a Material Amendment therefore this application not approved.
- SE/23/01521/WTCA: The Green, Leigh - Works to Trees in a Conservation Area 1.75m overall reduction to Ash Tree. No Objection Lodged.
- SE/23/01350/HOUSE: 1 Waterworks Cottages, Kiln Lane, Leigh - proposed single storey side and rear extensions. Addition of first floor extension to existing single storey rear extension and existing two storey semi-detached dwelling. Covered porch area. Removal of chimney. Internal alterations. Alterations to fenestration. Rooflights. Application approved.
- SE/23/01448/HOUSE: 12 Old Orchard, Charcott - demolition of existing shed and single storey flat roofed store. Erection of a new single storey side extension. New boiler. Application approved.
- SE/23/01519/HOUSE: 6 Barnetts Road, Leigh - proposed porch to the front of the property and new veranda to the rear. Alterations to fenestration. New flue. Application approved.
- SE/23/01520/FUL: 6 Barnetts Road, Leigh - placement of a pre-fabricated outbuilding to create a single holiday let. Application approved.
- SE/23/01188/LBCALT: The Coach House, Ramhurst Manor, Powder Mill Lane - repair/replacement of windows. Application refused. Reason: the proposal in its current form does not justify the potential harm to the significance of the heritage asset and lacks detail on the potential impact the proposed works would have on this heritage asset contrary to paragraph 200 of the National Planning Policy Framework. Additionally, the proposed double glazing and window details are not considered appropriate and would neither conserve nor enhance the designated heritage asset.

- SE/23/01574/MMA: 21 The Green Lane, Leigh – Minor Material Amendment to SE/21/03994/HOUSE. Application approved.

iii. To hear update regarding SE/23/01574/MMA: 21 The Green Lane, Leigh

The Clerk reported that, despite strongly worded comments submitted by the Parish Council, this Minor Material Amendment application was granted. Duncan White, SDC's Building Control Manager, has emailed to say: "I have had a chance to review the unattributed document that you kindly provided. It does not provide test evidence that the ground is unable to support a drainage field from a sealed sewage treatment unit. It merely repeats the guidance in the supporting documents to the Building Regulations. The supporting documents are the Approved Document to Requirement H of the Building Regulations 2010(as amended) and in BS 6297:2007 including a 2008 amendment, and sets out how the tests on the ground conditions should be carried out. The information in both these documents is only guidance, it is not mandatory, but following the guidance is a way of showing compliance not the only way. The key function of Requirement H2 is to prevent contamination and to ensure that the installation is not prejudicial to the health of any person. The level of contamination or prejudicial-ness to health is not quantified. The plant must be constructed and installed in accordance with the relevant parts of BS EN 12566. I have looked at the Planning application and a packaged treatment plant is proposed. They are considered to treat effluent to a higher standard than a septic tank, and they are normally allowed to discharge direct to a watercourse without going through a drainage field or filter beds. I also reviewed the test results provided with the application for the amendment to the drainage field. I note that there are only results from one test, but reference is made to the test being "Repeated in 2 further trial holes in the location of the proposed drainage field". The report could therefore be read two ways:

1. 3 tests in each of the 3 trial holes
2. 1 test in each of the 3 trial holes

Whilst confusing, the information suggests that the ground is suitable. The Building Control Surveyor has considered the evidence at the time it was provided, and it was considered reasonable. The Surveyor confirmed that the information shows that the plant and the drainage field would comply if installed to Building Regulations and the British Standards, and in accordance with the details provided. Treatment units such as the one specified are required to have water quality testing points on the outlet and testing is expected to be carried out regularly.

It should be noted that the only time Building Regulations would not permit such a drainage field as is being proposed, is when the area is in a protected water collection zone. This site is not in such a zone. Provided the plant and the drainage fields are installed correctly, Building Control would issue a Completion Certificate, stating that the work complies. If it is later found that there is contamination or there is health risk, whether it is because of plant failure or other failure, then enforcement falls to either the Environment Agency and/or my colleagues in Environmental Health."

Members agreed to consider undertaking a porosity test in a neighbouring property and Cllr Marchant undertook to obtain a price. Members agreed that the Finance and Planning Committees would make a decision on whether to proceed with the test.

iv. To discuss the Tree Preservation Order on the oak tree on land to the south of The Oaks, Greenview Avenue

The Clerk reported that, on 24th August, a TPO was made on an oak tree on land to the south of The Oaks, Greenview Avenue, Leigh.

v. To discuss SDC's proposed land sale at The Forstall

See Open Session above.

55. The Green

i. To hear update regarding the proposal to increase the bracing on the Veteran Oak Tree

The Clerk reported that rope was put in the tree to show where the proposed bracing would be fixed. The Clerk has asked The Original Tree Surgeons for cost details for a formal bracing report. Members agreed that the Finance Committee would make a decision on whether to proceed with the report.

- ii. To discuss quote for mulching the area beneath the canopy of the Veteran Oak Tree
The Clerk reported that the area under the veteran oak tree needs clearing and mulch laid, as agreed last month. Original Tree Surgeons have quoted to mulch the area with natural coloured woodchips at a price of £220 + VAT.
- iii. To discuss work required on The Green adjacent to Barden Cottages
Cllr Marchant reported that the old metal fencing needs removing and then the area should be re-assessed. Clerk to ask Welddone to remove the metal fencing. Cllr Marchant and Cllr Satterley undertook to move the bench into the Old Burial Ground.
- iv. Request for parking on The Green
The Clerk reported that Chris Rowley has asked to park ten or so cars on The Green on Sunday 24th September. Members agreed.
- v. Installation of large oak post on The Green
This has previously been approved. Cllr Marchant said that he has the post and members agreed for it to be installed as soon as possible.
- vi. The Beacon
Cllr Satterley asked whether the beacon basket should be painted. Members agreed that it was designed to rust, which it has, and it was agreed not to paint it. Members agreed to light the beacon on or around Guy Fawkes Night. Cllr Holt to discuss with the school to see if they plan to hold an event.
- vii. To discuss the maintenance of the hedge between The Green and The Vicarage
The hedge is very overgrown. Clerk to ask the PCC to arrange for it to be cut back.

56. Highways & Rights of Way

- i. To hear update on the provision two new Charcott signs
The Clerk reported that she asked Batcheller Monkhouse in July for permission to erect the signs, bus has not heard back, despite chasing.
- ii. To discuss Rural Swathe & Visibility Cutting
The Clerk reported that all four parishes are keen to take back the rural swathe cutting contract next year. KCC is happy for us to do so providing we can keep to their specified dates which is possible and the contractor is preparing a quote. KCC are, for safety reasons, no longer devolving visibility cuts to parish councils.
- iii. To discuss maintenance of the hedge in Well Close
Cllr Britain said that the new hedge needs a trim and the existing large conifer hedge also needs to be reduced in width. The Clerk undertook to get a quote.
- iv. To discuss application to temporarily close SR432 between Greenview Avenue and the bridge
 - i. The Clerk reported that PROW has said that temporary traffic regulation orders are made for six months but they require that paths are re-opened when the works have been completed and the path is in a state that can be used by the public again, the TTRO is lifted. The TTRO in this case states that the end date is the end of October and if the works are completed and the path in a good condition, the path will re-open shortly afterwards.
 - ii. The Clerk reported that there is an update from the Leigh Expansion and Hildenborough Embankment Scheme: "In summary, our contractors, VolkerStevin, have started works at Cattle Arch Bridge. They have finished clearing the vegetation to access the work area and have set up the site compound. Construction has started on the temporary haul road which we will use to deliver the bank raising material to the site.
"Preparations are also underway for the construction of the temporary crane pads at the control structure, these will enable us to install the new gates. The design of the new gates is being finalised and production is due to start in the autumn. The new winch system for the gates is currently being tested at the manufacturers ready for further testing by our installation specialists. At Hildenborough, survey works are being carried out prior to the embankment works. We are also carrying out ground investigation work using ground penetrating radar to map the location of services so that we can avoid them."
- v. KCC Highways:
 - Coppings Road, Leigh - 14th September 2023 for 36 days. The road will be closed outside Coppings Brook Cottages and Wickhurst Brook.

Pedestrian access will be maintained during the works. The closure is required for the safety of the public and workforce while drainage improvement works are undertaken by KCC. See: <https://one.network/?tm=135224964>. Cllr Holt said that there are no notices on the road advertising this closure. Clerk to contact the drainage officer at KCC and ask that the closure is for as short a time as possible as this has a negative impact on local small businesses.

- Scabharbour Road, Leigh - 11th September 2023 for 3 days. The road will be closed outside Priory Farm. Pedestrian access will be maintained during the works. The closure is required for the safety of the public and workforce while works are undertaken by UK Power Networks. See: <https://one.network/?tm=134720172>

vi. Railway Bridge on Lower Green

Clerk to ask for the white lines to be repainted and for improved signage showing right of way.

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

The Clerk reported that the last event held on 18th August was well attended. Next dates:
Friday 15th September 10.30am to 12.00pm (Leigh Performing Arts has offered to run this one)
Friday 20th October
Friday 17th November
Friday 8th December

58. Affordable Housing

None.

59. Aged Persons Dwellings

To discuss the current vacancy and agree process for approving new tenancy and rental level

The Clerk reported that No.1 The Bungalows has become available although the current lease does not expire until 10th March 2024. The vacancy has been advertised in the parish magazine and currently there are three expressions of interest, with a deadline of 15th September. Members agreed to devolve authority to the Finance Committee to approve any required works, seek and approve the new tenant and seek rental up until the new tenancy commences from the existing tenant.

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

60. The Old Burial Ground

i. To hear update on tree work and reduction in the height and width of the laurel hedge

The Clerk reported that RWE have carried out the work to cut back the Field Maple from the neighbouring property and to reduce the Laurel and Holly hedge reduce to match adjacent hedge.

ii. To discuss quote for a noticeboard

The Clerk reported that the Parish Council has received £500 from the mobilization fund. The new noticeboard will be discussed again when the bench is in place.

iii. To discuss quote for the replacement path

The Clerk reported that Hodge Landscapes have provided a quote of £3,750 + VAT to carry out the following works: to excavate and remove path area to 200mm below the finished level, to supply and lay type 1 road stone, followed by a layer of self-binding gravel, and to install wooden edges to the path to retain the gravel.

The Clerk has applied to SDC for a grant from the UK Shared Prosperity Fund for this work, and submitted this quote. It is looking very positive that this grant will be paid shortly.

iv. To discuss regular maintenance of the Old Burial Ground

Members agreed that the grass needs to be regularly mown. This would improve the condition and appearance of the grass.

61. 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: SDC: the next CIL Spending Board meeting will be taking place on Wednesday 29th November 2023. I would like to invite bids for funding to help deliver local and/or strategic infrastructure projects which will benefit the local community. Deadline: 15th September 2023.
- ii. Item 3: Leigh Horticultural Society re: Survey of Moated Site at Great Barnetts: "I would be grateful if you could tell the Parish Council that - at last - the above report has been received. It confirms a good number of aspects of the site that were expected: but no hidden treasure or prehistoric remains. The Historical Society remains very grateful to the Parish Council for their grant."
- iii. Item 4: KALC Training:
7th September - Dynamic Councillor – online 6.30pm to 9.30pm.
13th September – Introduction to Planning – online 6.30pm to 9.30pm.
21st September – Dynamic Councillor – online 6.30pm to 9.30pm.
4th October – Finance Conference – Ditton Community Centre 9.30am to 4.30pm
5th October - – Dynamic Councillor – online 6.30pm to 9.30pm.
19th October – Dynamic Councillor – online 6.30pm to 9.30pm.
2nd November – Dynamic Councillor – online 6.30pm to 9.30pm
- iv. Item 6: Cllr Silander re: Community Catalysts Project Kent: "There are four Community Catalysts working across Kent. We are looking for existing small enterprises, or people that want to start one, offering care and support in their local area. Our target audiences are older people, people with learning disabilities, people with physical disabilities and people facing challenges with their mental health/wellbeing. Enterprises could be offering care and support in people's homes, assistance with shopping/errands etc, helping people to get out or running a group/activity in the community. There will be many more to come throughout the project. These enterprises are not meant to replace commissioned services but are to give people more choices and allow them to find flexible, local and passionate individuals in their area. Some services are free, some make nominal charges and some charge hourly rates. All have been through our development programme to ensure they are safe, legal and sustainable."
- v. Item 11: SDC - The Code of Conduct training for Parish and Town Members will be taking place on 21st September 2023 at 5pm on zoom.
- vi. Item 16: Email from Emily Haswell, SDC Economic Development Officer at SDC: "I am trying to complete an urgent piece of work to ascertain what our top priorities would be for each Town and Parish Council area if we were able to access some additional funding?"
 1. new kitchen in the Large Village Hall
 2. speed reduction measures
 3. purchase of community assets.

Consultations

1. KCC Budget consultation, see www.kent.gov.uk/budget with deadline of midnight on 6th September 2023. KCC is asking for views on their Council Tax proposals and whether they are prioritising resources in the right areas, and for suggestions for how they might find further savings.
2. KCC Family Hub services consultation, see www.kent.gov.uk/familyhubservices. "This sets out KCC's proposals on the future of young peoples' services. KCC was one of 75 local authorities successfully awarded Department for Education (DfE) funding to design and implement a three-year Family Hub model in Kent. Family Hubs brings together and integrates support services for children, young people and families, so that they are easier for people to access.
3. New Kent & Medway Partnership Domestic Abuse Strategy 2024-2029. The strategy represents the work and ambitions of 20 partners across Kent & Medway and has been written based on detailed feedback from people who have experienced abuse. The public consultation is now live and will run until the 9th of October. See www.kent.gov.uk/domesticabusestrategy
4. CAA CAP1616 Consultation – The CAA has published the consultation response document related to their proposals to modify the guidance on the regulatory process for airspace change, known as CAP 1616. Headlines of the consultation feedback received and a summary of the key actions being taken can be found in the Executive Summary. The next step is to produce and publish a revised version (V.5) of CAP 1616, which they plan to publish in the Autumn 2023.

Cllr Smith left the meeting at 9.45pm.

62. Finance:

- i. To consider recommendation for a second Parish Council bank account
Members agreed that the Finance Committee will make a decision on the best account available and open it as soon as possible.
- ii. To sign the quarterly bank reconciliation and corresponding bank statement
Cllr Kaye signed both the bank reconciliation and bank statement.
- iii. To consider a long term 3 year agreement for provision of internal audit services by Mulberry & Co
Members agreed to undertake a long-term three year agreement with Mulberry & Co for the provision of internal audit services at a rate of £65 per hour.
- iv. To discuss deletion of parishcouncil@leighkent.org.uk email account
Members agreed to change this email account to volunteers@leighkent.org.uk.
- v. To discuss application for grant made by Leigh in Bloom towards spring bulbs
 - i. The Clerk reported that Leigh in Bloom has asked for £98 to plant more daffodil bulbs on The Green by Porcupine House. This was put to the vote and no members voted in favour of more daffodil bulbs on The Green by Porcupine House.
 - ii. Leigh in Bloom has also requested a grant of £400 towards plants for the 13 planters in the village, for some plants at the end of Kiln Lane and for the area at the left of the steps going up to the church. Cllr Backlog proposed that a grant of £400 be given to Leigh in Bloom, this was seconded by Cllr Satterley, and all were in favour.
 - iii. Members discussed the area left to grow as a wild flower meadow to the left of the path. This was put to the vote and 5 members voted in favour of allowing the wild flower area to be allowed to grow on the area to the left of the path only, providing the area around and directly in front of the bench is kept mown. Motion carried.
- vi. To approve list of payments
Cllr Holt proposed that the list of payments be approved. This was seconded by Cllr Satterley and all were in favour.

63. Items for reporting or inclusion in future agenda

None.

The next Parish Council Meeting will be on Monday 2nd October 2023 in the Small Village Hall at 8.00pm

The meeting closed at 10.20pm.

LEIGH PARISH COUNCIL LIST OF PAYMENTS August 2023

Payment				Amount	
Date	Number	Payee	Detail of payment	Inc. VAT	VAT
02.08.23	533	Clerk	Salary	£1,134.76	
02.08.23	534	HMRC	PAYE	£480.48	
02.08.23	535	Clerk	Mileage, petty cash & electricity contribution	£108.05	
02.08.23	536	KCC	Pension contribution	£648.13	
02.08.23	537	Leigh Scouts	Hall hire	£20.00	
02.08.23	538	Andy Boughtflower	Leigh Play Event entertainer	£300.00	
02.08.23	539	Knockout Print	Leigh Play Event posters	£67.20	£11.20
02.08.23	540	SDC	Bulk Refuse Freighter 01.07.23	£135.24	£22.54
02.08.23	541	SDC	Emptying Dog Bins April to June 2023	£563.16	£93.86
02.08.23	542	KALC	Training event Cllr Williams 19.01.23	£60.00	£10.00
02.08.23	543	Luke Saunders	Provision and fitting new shower unit into APD1	£300.00	
02.08.23	544	Leigh Primary School	Grant towards outside play area	£2,000.00	
				£5,817.02	£137.60

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

Date	Payment Number	Payee	Detail of payment	Amount Inc. VAT	VAT
04.09.23	645	Clerk	Salary	£1,134.76	
04.09.23	646	HMRC	PAYE	£480.48	
04.09.23	647	Clerk	Mileage, petty cash & electricity contribution	£108.90	
04.09.23	648	KCC	Pension contribution	£648.13	
04.09.23	649	Leigh Scouts	Hall hire	£20.00	
04.09.23	650	Charles & Associates	Transport Consultant planning report	£1,140.00	£190.00
04.09.23	651	Commercial Services	The Green maintenance April to June 2023	£540.78	£90.13
04.09.23	652	Jill Johnson	Purchase plants for Powdermills planter	£30.00	
04.09.23	653	Hever Landscapes Ltd	Maintenance of The Green and Charcott June	£324.00	£54.00
04.09.23	654	Teambase	Stationery	£122.07	£20.35
04.09.23	655	RWE Rural Services	Work to tree and hedge in Old Burial Ground	£264.00	£44.00
04.09.23	656	Martin Gorman	Contribution towards hedge cut Barden Cottages	£200.00	
				<u>£5,013.12</u>	<u>£398.48</u>

Signed

Date