

# WROTHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING, HELD ON WEDNESDAY 1<sup>st</sup> February 2023. In the Wrotham Pavilion TN15 7AH

**Present:** P Gillin (Chairman), H Rayner, D Beach, K Denton, S Vick, C Mills, M Coffin & Mrs B Jackson

**In Attendance:** Lesley Cox (Clerk), Eliza Ecclestone & John Martin

### 1. **Apologies for absence:**

Cllr Betts

### 2. **Attendance Register**

The attendance register was signed, and declarations of interest duly noted.

All Meetings

Cllr's Gillin, Rayner, Betts, Beach, Denton & Mrs Jackson members of Keep Borough's Green

Cllr Beach member of the St George's Bell Ringers

Cllr Gillin member of Friends of Wrotham & Wrotham Xmas Lights

Cllr Mills chairman of Friends of Wrotham

Cllr's Rayner, Gillin & Mrs Jackson (committee member) members of Friends of St George's

Cllr Rayner member of St George's Church of England Wrotham

Cllr Rayner retired member of the Baltic Exchange Ltd

Cllr Rayner life member of the National Trust

Cllr's Rayner & Beach members of Kent Association of Change Ringers

Cllr Rayner assistant Village Magazine Deliverer

Cllr Rayner life member of the Royal National Lifeboat Institute

Cllr's Mrs Jackson & Vick member of Wrotham Fireworks

Cllr's Rayner, Gillin, Beach, Denton & Mrs Jackson members of the Campaign for the Protection of Rural England – WPC corporate member

Cllr Gillin committee member of Tonbridge & Malling branch of the Campaign for the Protection of Rural England.

Cllr Coffin firework provider for Wrotham

Cllr Mills committee member of Wrotham Music Festival

Cllr Mills director of charity, Good Food Matters.

Cllr Rayner Conservative Party Member

Cllr Rayner Member of Tonbridge & Malling Conservative Party Executive & Management Committees

Provider of Electrical Services to Wrotham Parish Council – all meetings Cllr S Vick

### 3. **Minutes**

The minutes of the meeting held on 4<sup>th</sup> January 2023, proposed by Cllr Rayner seconded by Cllr Beach, and agreed and signed as a correct record by the Chairman.

### 4. **Reports from PCSO and or Community Warden**

No Report

### 5. **Public Question Time**

Eliza Ecclestone didn't have a question but was in attendance to answer any questions raised in respect of the Battlefields Permissive Path.

John Martin was provided with a list of projects the parish council had undertaken in recent years. It was also explained to Mr Martin that parish councils as the 3<sup>rd</sup> tier of government could not apply directly to central government for levelling up funding.

### 6. **St Clere Estate – Battlefield Dog Walking Licence**

The revised licence requires WPC to undertake the following.

- Make application to T&MBC for an additional dog waste bin to serve the permissive path. If permitted WPC to cover the cost.
- Install appropriate signage.
- Litter Pick the area at least once a month.

The proposal from Cllr Beach, seconded by Cllr Rayner to accept these terms and sign the licence was agreed unanimously. The licence was duly signed on behalf of WPC by the Clerk.

Eliza Ecclestone and the St Clere Estate were thanked on behalf of the local community for agreeing to the use of the permissive path.

## **7. Old London Road – Speed Analysis**

The result of the speed analysis undertaken by WPC disappointingly hasn't provided the statistics required for KCC to prioritise traffic calming in this area. Old London Road is very wide in comparison with most village roads due to it being a former A Road as the main route to London, which exacerbates the problems.

It was agreed that as a way forward WPC add a request for a 20 mile per hour zone around the school and play areas of the village to the KCC's Highway Improvement Plan for Wrotham, with a 2<sup>nd</sup> request for a 20 mile per hour speed limit throughout the whole of village. WPC appreciates that they are costs involved in this request and would be prepared to consider a significant contribution towards achieving these speed reductions for Wrotham.

## **8. Social Media**

It was agreed that the website should be utilised more to publicise WPC projects. Cllr Vick to use local social media platforms to direct individuals to WPC website URL.

## **9. Reports if any from County Cllr and or Borough Cllr**

County Councillor Harry Rayner

KCC have set the 2023-2024 budget increase at 4.995%, however they have a massive deficit over spend for 2022-2023 of £60m requiring 5% of revenue budget to be taken from reserves. This has resulted in pressure to amalgamate services. A Community Services Consultation closes on the 26<sup>th</sup> March 2023.

The continuing reduction in bus services is creating unintentional consequences across the network, leaving some communities with no connectivity to local service centres.

KCC's arrears in their SEND (Special Educational Needs & Disabilities) budget is currently £100M which could increase to £330M in the next 5 years if not addressed. The Department for Education (DfE) may indemnify this deficit for between 4-5 years but only if KCC can make savings and improve efficiency. To achieve this aim KCC will have to make changes to the eligibility criteria for SEND payments.

KCC are to undertake a review of libraries with low footfall in May – June 2023, Borough Green Library will fall into this category.

Borough Green PC has applied to KCC for a bus funding support grant.

Pay award negotiations for the coming year are ongoing and in answer to a question from Cllr Coffin are likely to range between 5.5 – 4.5%

Borough Councillor Martin Coffin

T&MBC will not be issuing a S114 as the budget increase for 2023-2024 will be under 5%.

Finances are still tight but are looking better over the 10-year programme.

T&MBC provided Tonbridge Castle as the venue for Castlemass and along with many other suppliers for the event have yet to be paid.

Sarah Sedgewick of Clarion housing has agreed to create and distribute a regular newsletter.

Since the closure of the Upper Viewing Point of Old Coach Road – the anti-social behaviour associated with the area has moved into Old Coach Road itself. A multi-agency approach headed by Anthony Garnett is being taken to tackle the problem.

Surveyors from Goody Demolition have been seen in and around St George's Court. Cllr Coffin has received confirmation that the only legal option available for T&MBC to take against Clarion is Compulsory Purchase of the site.

## **10. Reports from various Committees**

### Grounds

As we have been unable to resolve the problem of water ingress into the Multi-Court CCTV column the clerk has agreed with Astra Security that the control equipment be enclosed in a weatherproof housing on the outside of the post to prevent water damage of the recorder etc, at an additional cost of £150.00 plus VAT.

The damaged height barrier to the West Street Car Park has now been repaired by KAS Welding. The insurance claim against the 3<sup>rd</sup> party is ongoing.

### Blacksole Field Sub-Committee

Covered in agenda item 6.

### Buildings

The proposal by Cllr Rayner, seconded by Cllr Vick to accept the quote received from TI Roofing to remove the old roof windows and repair the roof was agreed unanimously. Consideration was given to the adverse impact and liability from any accident arising from the current condition of roof.

### Highways

Works to permanently close the Nepicar Layby have commenced.

### Crime & Disorder

No Report

### Finance

No Report

### Planning

Panattoni has withdrawn the planning application on the Marley site and signage indicates the plot is now for let.

### Skate Park

Gallagher's will be resuming work on the access road next week and should be finished within 3 days.

### Website

No Report

### Climate Change Strategy

We have 9 Purple Beech tree whips to be planted around the village.

### Youth

No Report

### KALC

No Report

### PPP

No report

## **11. Correspondence Received**

Mike Taylor	Bus routes 58 & 70 – Proposal for a consortium of local parish councils to fund a limited services of one day a week. Previously emailed	Unanimously agreed to support in principle 6-month trial– Agenda item required for a final decision
KCC	Notification of bus renewal process beginning for Disabled Persons and Older Person passholders Previously emailed  Home to School and Post-16 Transport for Mainstream and SEND Pupils – Public Consultation <a href="http://www.kent.gov.uk/schooltransportpolicy">www.kent.gov.uk/schooltransportpolicy</a> Previous emailed	For Information – Posters for notice boards and website  Public online consultation deadline 21 <sup>st</sup> March 2023 Individuals to respond
KALC	Workshop for members of the public interested in becoming Councillors in advance of the May 2023 elections Online events <a href="https://www.kentalc.gov.uk/Training_and_Events_21677.aspx">https://www.kentalc.gov.uk/Training_and_Events_21677.aspx</a> 21 <sup>st</sup> February 2023 7-8pm 21 <sup>st</sup> March 2023 7-8pm Previously emailed	For Information
T&MBC	Tonbridge and Malling Corporate Strategy 2023-2025 <a href="https://www.tmbc.gov.uk/council/draft-corporate-strategy-2023-2025-consultation">https://www.tmbc.gov.uk/council/draft-corporate-strategy-2023-2025-consultation</a> Previously emailed.	Public online consultation deadline 10 <sup>th</sup> February 2023 Individuals to respond

## 12. Financial Matters

### i. Cheques for approval and signature

It was proposed by Cllr Rayner, seconded by Cllr Beach, and resolved that the following accounts be passed for payment:

Payable To	Invoice Details	Amount	Cheque No
NatWest	Safe Custody Hold – Fee to 5 <sup>th</sup> January 2023	£23.97	D D 06/01/23
Traffic Watch UK Ltd *	Old London Road – Traffic Speed Analysis	£474.00	BAC 19/01/23
Peter Barden	Litter Pick Open Spaces Maintenance – CPA Inspection – Hedgerow/Pavilion Bank Planting – Cricket Ground Hedgerow – Log Removal -General Clearance Toilet Block – Guttering Repair Pavilion Maintenance – Toilet Lock Repair Total	142.50 742.50    22.50 15.00 £922.50	BAC 27/01/23
James Fitness (Kent)	Pavilion Security Deposit Refund	£50.00	BAC
Kevin Holt	Ground Maintenance Works January 2023 Pavilion Door Keys x 3 receipt attached Total	1,320.00 18.00 £1,338.00	BAC 31/01/23
Lesley Cox	Salary January 2023 deductions include pension contribution. Telephone Total	2,259.03 20.00 £2,279.03	BAC
HM Revenue & Custom	PAYE / NI January 2023	£923.13	BAC
KCC Pension Fund	Pension Contribution January 2023	£1,087.41	BAC
Four Seasons Gardens	Grounds Maintenance Contract 11 <sup>th</sup>	£416.93	BAC

Ltd *	Instalment 2022/23		
OTS*	Recreation Ground – Horse Chestnut Crown Reduce	£768.00	BAC
Sustrans	Donation agreed 4 <sup>th</sup> January 2023	£100.00	BAC
Commercial Services Trading Ltd *	Grounds Maintenance 2 Oct-Nov-Dec 2023	£971.84	BAC
Assured Water Hygiene *	Pavilion Salt x7 delivered 06/0/23	£113.05	BAC
NKCS *	Contract Cleaning November 22 Contract Cleaning December 22 Total St George's Hall to contribute	812.71 633.39 £1,446.10	BAC
Metro Bank Account Transfer	Fasthosts – Generic Email * Hedges Direct * – Native Hedgerow Mix x50 Whips Plantem * Triangular Tree Planting Dibble Account Fee Total	12.00 55.98  54.65 7.20 £138.83	BAC Addition error

\* denotes items including VAT

\*\* denotes 22.3% to be reimbursed

\*\*\* denotes 73.3% to be reimbursed

Payments made by Direct Debit / Standing Order Since Previous Meeting 4<sup>th</sup> January 23

NatWest	Safe Custody Hold Charge	£23.97	6/01/23
Water Plus	Pavilion Metered Water	£43.76	17/02/23
Water Plus	Allotment Metered Water	£9.44	
Water Plus	Burial Ground Metered Water	£4.86	
Eon Next	Pavilion Electricity	£103.09	18/01/23
Npower	Unmetered Streetlight Supply	£441.66	19/01/23
BT Group	Parish Email	£7.50	23/01/23
Eon Next	Pavilion Gas	£120.57	24/01/23

ii. Bank Reconciliation for sign off

The following account balances were checked, agreed and signed by Cllr Denton external to the meeting.

**BANK ACCOUNT BALANCES as at 06<sup>th</sup> January 2023**

ACCOUNT	BALANCE
Current	£50.00
Business Reserve	£3,626.62
Business Savings	£38,337.16
Community Skate Park	£1.01
CCLA Parish Fund	£40,683.34
CCLA Community Fund	£122,208.88
Metro Account	£857.97
<b>TOTAL</b>	<b>£205,764.98</b>

iii. Unmetered Street Lighting Supply

All quotes received were for a 12-month period only. It was agreed unanimously to accept the quote from Npower as this was the cheapest. The new contract increases the annual supply cost for our streetlighting by 230%.

Post Meeting Note

Based on cost, the Clerk with the agreement of Cllr Rayner as Chairman of Finance accepted a quote reducing the annual cost by £1K from SSE on the 2<sup>nd</sup> February 2023. Contract commences on the 1<sup>st</sup> April 2023.

**13. Date of next Parish Council Meeting**

The date for the next meeting was proposed for the 1<sup>st</sup> March 2023 to be held in the Wrotham Pavilion at 7.30pm, with the date for the interim planning meeting to be advised.

#### 14. Planning Committee to Consider

##### 1. Applications received

Application Number	Address	Details	Parish Council Recommendation
TM/23/00014/LRD	Wrotham Place High Street	Details of condition 04 (a,b,c and e - schedule of works) submitted pursuant to Listed Building consent ref: TM/22/01656/LB (Listed Building Application: Change of use of Wrotham Place and grounds from single dwelling house approved under TM/20/02899/FL and TM/20/02900/LB to E (g)(i) Office use with associated internal alterations to Wrotham Place)	No Objections
TM/22/02877/FL	Potters Mead Borough Green Road	Erection of double garage	The height of the building is excessive for a single storey garage. Due to the site location the bulk and mass of this building is detrimental to the openness of the green belt.  Wrotham Parish Council therefore object to the proposal .
TM/22/01031/FL	Annexe Flat The Moat London Road	Demolition of single storey lightweight construction annexe and replacement build to provide 5No. letting rooms ancillary to pub.	No Objections
TM/22/01032/LB		LBA: As Above	
TM/23/00151/FL	Yew Barn Terrys Lodge Road	Proposed creation of a shallow dormer to the eastern roof space	No Objections

##### i. Notifications of Decisions

Application Number	Address	Details	Decision
TM/22/02840/TNCA	Ivy Hall Farmhouse St Mary's Road	G1: Group of mixed Conifers on roadside boundary - reduce in height to approx 5 metres from ground level (garage apex height). T4: Large Holm Oak adj drive entrance - trim back from footpath and include holly underneath - Lift off road, clear by lines and crown inspect	No Objection 27 <sup>th</sup> January 2023

##### 2. Correspondence Received

The meeting closed at 9.16 pm.

.....Chairman

.....Date