

# WROTHAM PARISH COUNCIL

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

**Present:** P Gillin (Chairman), H Rayner, K Denton, S Vick, C Mills, R Betts & Mrs B Jackson

**In Attendance:** Lesley Cox (Clerk) & Jason Butler

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

Cllr's Coffin & Beach

### 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

Cllr Rayner declared an interest in planning application TM/23/00240/PDVMA.

### 3. **Minutes**

The minutes of the meeting held on 1<sup>st</sup> February 2023, proposed by Cllr Mills seconded by Cllr Rayner, 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**

No Questions Raised

### 6. **Wrotham School – Proposed Expansion**

KCC has identified a need for additional places within the Sevenoaks and Borough Green Non-Selective Planning Group. It has therefore been agreed with the academy and the DfE to commission 265 additional places across the year groups (7 to 11) at Wrotham school to enable its PAN to be increased permanently to 210. The additional places will be

included within the rebuilding project, which will be managed by the DfE and KCC will meet the associated costs of the additional works via Basic Need Capital funding. The total scheme cost is £34,432,292, with the DfE providing £27,551,865 from the SRP scheme to fund the rebuilding of the existing accommodation and KCC providing £6,880,428 from the Basic Need Capital Budget to fund the additional places.

At the next meeting of the Children's, Young People and Education Cabinet Committee on the 8<sup>th</sup> March 2023 members are recommended to endorse the following proposal:

Authorise the allocation of £6,880,428 from the Children Young People and Education Services Basic Need Capital Budget to fund the permanent expansion of Wrotham School, with the provision of 265 additional places across the year groups (years 7-11) to increase its Published Admission Number (PAN) to 210 places from September 2025.

Contrary to the statement included within the report presented to committee members Cllr Harry Rayner as the local members has not been consulted on the proposal. This proposal is being fast tracked with the quote for the works to be confirmed by the end of March 2023.

This proposal raises significant concerns on traffic management grounds, already a huge problem even at current pupil levels, climate change implications and the impact on the adjacent special needs school. The application will require planning approval from T&MBC, who as the local planning authority must ensure that these concerns are properly addressed.

#### **7. Website**

Committee consisting of Cllr's Mills, Vick & Gillin to ensure that the website is updated in line with community interest topics. WPC Facebook login to be used to direct social media users to the WPC website.

#### **8. Multi-Court Surface Treatment**

The proposal by Cllr Rayner, seconded by Cllr Mills to accept the quote received from Sovereign Sports Ltd – the company who originally laid the new surface was agreed unanimously. Products used and the effect of pressure washing on the surface to be noted.

#### **9. Civility and Respect Project**

It was noted that WPC meetings are always conducted with civility and respect. The proposal from Cllr Gillin, seconded by Cllr Rayner to sign the pledge was agreed unanimously.

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

County Councillor Harry Rayner

As part of the Lower Thames Crossing project improvements works are proposed to the A227 from Vigo to the Gravesend Roundabout.

The Department for Transport (DfT) has indicated that KCC are likely to receive £30 million towards their Bus Service Improvement Plan. This funding comes with a set of requirements, including that it cannot be put towards existing services. Although £7M is being considered for new services.

KCC has refused consent for Ultra Low Emission Zone signage on the A20 and A2 as requested by the Mayor of London Sadiq Khan.

The number of Unaccompanied Asylum-Seeking Children UASC Kent County Council has accommodated since 10th September 2021 has made a significant contribution to reducing the number of UASC in hotels used by the Home Office since Summer 2021. Without the protocol between Kent County Council, Home Office and Department for Education, supported by a mandated National Transfer Scheme, this demand would have had a significant impact upon Kent County Council's ability to meet its corporate parenting responsibilities for both its UASC and citizen children. The Home Office protocol of using hotels is about to change.

The Department for Education (DfE) has agreed to indemnify the deficit in KCC's Special Educational Needs & Disability (SEND) budget, however KCC will have to make significant savings over the next 4 – 5yrs. These savings will likely impact the dyslexic school pavilion use and consequently WPC's income by 2027.

For centuries, it's been a traditional way of marking major royal events and as King Charles III is crowned, it will be given a makeover. The night after the Coronation will see the ancient rite of lighting the night sky as part of the royal celebrations. But instead of beacons and bonfires, the focus will be on illuminations.

Landmarks across the UK will be lit up to mark the crowning of King Charles III and Queen Camilla.

The full list of landmarks to be included hasn't yet been confirmed but famous places around the country are expected to be part of the celebrations.

Borough Councillor Robin Betts

As part of T&MBC support for leisure services and swimming pools the installation of 196 PV panels on Larkfield Leisure Centre was completed today. The installation of PV panels on Tonbridge Swimming has also been confirmed, along with additional panels on Larkfield Leisure Centre in the future to increase capacity.

Recycling in the borough has increased by 5.1% to 50.51% of waste.

Phase 1 of the installation of Electric Vehicle Charging Points is now complete. Phase 2 to install an additional 100 EV points in partnership with KCC has now started with potential site evaluation.

The next phase of Green Energy Grants for businesses opens in April 2023, offering 50% of project costs to a maximum of £5K.

Concerns over the contractors used on the joint initiative with KCC, Solar Together has resulted in future contractors automatically giving an insurance backed guarantee.

## **11. Reports from various Committees**

### Grounds

Following the resignation of Mick Howard as Burial Clerk after 18 years in the position, the decision to present a gift in recognition of this service was agreed unanimously. Clerk to progress

### Blacksole Field Sub-Committee

The additional dog waste bin has been installed at the Kensing Road field entrance to the permissive path. Signage is being progressed.

### Buildings

No Report

### Highways

Cllr Rayner to contact Christopher Koningen for an update on seeding and planting of the newly landscaped former Nepicar Layby.

### Crime & Disorder

No Report

### Finance

No Report

### Planning

Two main Housing Market Areas as part of the immerging T&MBC Local Plan could still result in the inclusion of Borough Green Gardens.

### Skate Park

The maintenance access road is now complete, Cllr Gillin to progress the purchase and delivery of the site storage container.

### Website

No Report

Climate Change Strategy

No Report

Youth

No Report

KALC

No Report

PPP

No report

**12. Correspondence Received**

Edward Wright	'Wrotham In Bloom' Village Flower Festival Event – June 2023 Donation request S137 Precept 2023-2024 £2,850.00 Previously emailed	Donation of £200.00 agreed unanimously
T&MBC	May 2023 Election Information Previously emailed  T&MBC's response to the government's consultation on its Levelling Up and Regeneration Bill <a href="https://www.tmbc.gov.uk/news/article/92/council-welcomes-more-public-say-in-planning-decisions">https://www.tmbc.gov.uk/news/article/92/council-welcomes-more-public-say-in-planning-decisions</a> Previously emailed	For Information – nomination papers to be completed for Clerk to submitted from 14 <sup>th</sup> March 2023  For Information
KALC	Online Climate Change Conference 17 <sup>th</sup> March 10am – 2pm <a href="https://www.eventbrite.co.uk/e/climate-change-conference-2023-online-event-tickets-545428741047">https://www.eventbrite.co.uk/e/climate-change-conference-2023-online-event-tickets-545428741047</a> Previously emailed	Cllr Rayner to attend. Clerk to make the booking.
Clerks & Councils Direct	March 2023 Issue146	For Information

**13. Financial Matters**

i. Cheques for approval and signature

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

<b>Payable To</b>	<b>Invoice Details</b>	<b>Amount</b>	<b>Cheque No</b>
KAS Welding *	Repair Damaged Height Barrier – West Street Car Park	£938.00	BAC 02/02/23
Cosmic Face Painting	2023/24 S137 Coronation Event Contribution	£170.00	BAC 06/02/23
T1 Roofing	Public Toilet Removal of 4 Skylights and Repairs – includes works to additional areas of concern	£2,550.00	BAC 13/02/23

E Carver	Pavilion Security Deposit Refund	£50.00	BAC 27/02/23
Kevin Holt	Ground Maintenance Works February 2023	£1,250.00	BAC 27/02/23
Peter Barden	Litter Pick Open Spaces Maintenance – CPA Inspection –Cricket Ground Hedgerow – Tree Works - General Clearance – Storage Shed Tidy Total	112.50 457.50    £570.00	BAC 01/03/23
Lesley Cox	Salary February 2023 deductions include pension contribution. Telephone Quarterly Office Allowance Total	2,259.03  20.00 150.00 £2,429.03	BAC
HM Revenue & Custom	PAYE / NI February 2023	£923.13	BAC
KCC Pension Fund	Pension Contribution February 2023	£1,087.41	BAC
Borough Green PC	Skate Park Litter Pick / Checks Backdated charges Nov / Dec 2022 January 2023 February 2023 Total	  105.08 155.00 140.00 £400.08	BAC
Four Seasons Gardens Ltd *	Grounds Maintenance Contract 12 <sup>th</sup> Instalment 2022/23	£416.93	BAC
Assured Water Hygiene *	Pavilion Salt x6 delivered 02/02/23	£96.90	BAC
NKCS *	Contract Cleaning January 23 St George's Hall to contribute	£695.96	BAC
Streetlights *	Blacksole Lane Column 53 Repair	£115.50	BAC
Samsian Ltd *	Pavilion Annual Boiler Service AO Smith Service Hall Annual Boiler Service Burner Seal Kit Total St George's Hall to contribute	 96.00 222.00  96.00 33.00 £447.00	BAC
S V Electrical *	Pavilion Electrical Installation Condition Report	£1,020.00	BAC
Astra Security Systems *	1 GB Monthly Data per Router Old London Road / High Street x 4	£240.00	BAC
T&MBC *	Battlefields Permissive Walk – Dog Waste Bin	£416.70	BAC
Metro Bank Account Transfer	Fasthosts – Generic Email * Hedges Direct * – Native Hedgerow Mix x25 Whips Agri-Gem Glyphosate * Coronation Flags & Bunting * 2023/24 S137 Account Fee January Correction Total	12.00 67.98  58.24 154.27 8.10 (9.00) £291.59	BAC

\* 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 1<sup>st</sup> February 23

EDF Energy	Multi-Court Electricity	£47.52	08/02/23
Eon Next	Pavilion Gas	£33.46	16/02/23
Water Plus	Pavilion Metered Water	£43.79	17/02/23
Water Plus	Allotment Metered Water	£9.44	
Water Plus	Burial Ground Metered Water	£4.88	
Npower	Unmetered Streetlight Supply	£429.17	
Eon Next	Pavilion Electricity	£141.28	21/02/23
BT Group	Parish Email	£7.50	22/02/23

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	£2,281.09
Business Savings	£32,066.61
Community Skate Park	£1.01
CCLA Parish Fund	£40,788.43
CCLA Community Fund	£122,524.50
Metro Account	£870.17
<b>TOTAL</b>	<b>£198,581.81</b>

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

The date for the next meeting was proposed for the 5<sup>th</sup> April 2023 to be held in the Wrotham Pavilion at earlier time of 7.00pm, followed immediately by the Annual Parish Meeting at 8.00pm. The date for the interim planning meeting to be advised.

**15. Planning Committee to Consider**

1. Applications received

Application Number	Address	Details	Parish Council Recommendation
TM/23/00229/RD	St Georges Court West Street	Details of condition 9 (Contamination) 10 (Site Investigation) pursuant to planning permission TM/18/02268/FL Demolition and redevelopment of existing buildings to provide 38 residential units with associated parking, refuse and cycle storage	Wrotham Parish Council has no comments to make on the submitted reports.
TM/23/00240/PDVMA	Platt House Farm Land And Buildings Fairseat Lane	Prior Notification: Change of use of a building and land within its curtilage from Class E (commercial, business and service) to a use Class C3 (dwellinghouses)	For Information
TM/23/00297/TNCA	The Old Farm House St Marys Road	The hall behind T1 and T2 has a damp problem due to the trees growing against the building, work is to give an airspace round the building to improve air circulation and prevent more damp, T1 Yew - Cut rear face	No Objections, subject to officer approval

		back to main uprights, reduce height to flat roof, crown reduce front lightly by approximately 1-2m leaving nicely shaped, T2 Beech - Crown lift to give approximately 2m clearance from Masonic Hall, T3 Yew - Crown reduce top by approximately 2m leaving rounded but keeping low screening as tree is getting very large and blocking light, T4 Golden Yew - Crown reduce top by approximately 1.5m leaving rounded to contain tree, keep away from wires and give more light, T5 Elder - Crown reduce whole crown by approximately 2m, maintenance pruning, T6 Hawthorn - Crown reduce whole crown by approximately 1m and maintenance pruning to make easier to manage	
TM/23/00350/TPOC	3 Farthingfield	Beech (T1) Applicant ref - reduce height from 22m to 19m. Reduce western canopy by 3m to alleviate buildings encroachment. Beech (T2) Applicant ref - reduce height from 26m to 22m to alleviate pressure on central compression stems of within G4 of TPO	No Objections, subject to officer approval
TM/23/00353/RD	St Georges Court West Street	Details of condition 17 (Demolition Management Plan) and condition 19 (Programme of Archaeological work) submitted pursuant to planning permission TM 18/02268/FL Demolition and redevelopment of existing buildings to provide 38 residential units with associated parking, refuse and cycle storage	Attachment Refers
TM/23/00361/TNCA	17 St Marys Road	T1 (applicants ref) Sycamore - Crown reduce whole crown by approximately 2m, remove suckers on trunk. Work is general maintenance to retain but contain the tree. T2 (applicants ref) Magnolia - Remove one low limb over lawn to lift the tree and allow more light. T3	No Objections, subject to officer approval

		(applicants ref) Walnut - Dismantle to near ground level, Tree is leaning and unstable. It is gradually moving closer to the structure as it gets heavier and now in danger of rubbing and causing damage. T4 (applicants ref) Sycamore - Dismantle to near ground level, major decay in trunk	
TM/23/00380/FL	62 West Street	Demolition of existing front storage space and proposed construction of new two storey side extension and new front porch	No Objections

i. Notifications of Decisions

<b>Application Number</b>	<b>Address</b>	<b>Details</b>	<b>Decision</b>
TM/22/02720/FL	62 West Street	Demolition of existing front storage space, construction of new two storey side extension and new front porch	Application Withdrawn 2 February 2022
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.	Approved 10 February 2023
TM/22/01032/LB		LBA: As Above	Approved 10 February 2023
TM/22/02877/FL	Potters Mead Borough Green Road	Erection of double garage	Refused 23 February 2023

2. Correspondence Received

T&MBC Planning B Lists

The meeting closed at 9.05 pm.

.....Chairman

.....Date



TM/23/00353/RD St George's Court West Street

Details of condition 17 (Demolition Management Plan) and condition 19 (Programme of Archaeological work) submitted pursuant to planning permission TM/18/02268/FL Demolition and redevelopment of existing buildings to provide 38 residential units with associated parking, refuse and cycle storage.

Wrotham Parish Council is in agreement with the points raised below from Environmental Health, with the addition of our comments below.

*In Para 1.2, it states that prior approval will be needed for any work outside of the stipulated hours of Mon-Fri 08:00-17:30. This will need to be in writing from Tonbridge & Malling Borough Council (TMBC).*

*In Para 2.4, it states that the delivery of heavy machinery could take place outside of the stipulated hours of Mon-Fri 08:00-17:30 and that there will be liaison with the Client about this. This liaison will also need to include TMBC. I would also recommend that such deliveries be notified to residents in the locality in advance of the delivery.*

**WPC Comment: This should also apply to the removal of heavy machinery from the site.**

*In Para 5.3 levels are given for Amber & Red warning levels for Vibration (namely 6.5 & 7.5 mm/s). However, although Amber and Red warnings are mentioned for noise, no specific levels have been cited. For this to be effective, specific levels need to be provided and agreed.*

*In light of the nature of the work, I would invite the Applicant to apply for a Prior Consent under Section 61 of the Control of Pollution Act 1974.*

#### 2.4 Delivery Restrictions

*If the loading area is unavailable vehicles shall not be permitted to proceed onto the site.*

**WPC Comment: In this eventuality what is the alternative, remain in West Street blocking the highway? A suitable plan to cover this eventuality should be agreed prior to commencement of works.**