

# WROTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING,  
HELD ON WEDNESDAY 01<sup>st</sup> November 2023 at 7.30pm  
In the Wrotham Pavilion TN15 7AH

**Present:** P Gillin (Chairman), H Rayner, K Denton, D Beach, S Vick, C Mills & T Jacob

**In Attendance:** Lesley Cox (Clerk)

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

Cllr's Coffin & Betts (T&MBC Meeting)

## 2. **Attendance Register**

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

All Meetings

Cllr's Gillin, Rayner, Betts, Beach & Denton 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 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 Vick member of Wrotham Fireworks

Cllr's Rayner, Gillin, Beach & Denton 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 agenda item 6 and didn't take part in the discussion or decision.

## 3. **Minutes**

The minutes of the meeting held on 11 October 2023 as amended were proposed by Cllr Rayner seconded by Cllr Jacob and agreed and signed as a correct record by the Chairman.

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

PC Lisa Whitehead - Email

We now have a new staff member on the neighbourhood beat team – Pc McElligott 15010 this has therefore meant areas have been changed. PC McElligott will now cover your parish and I will be covering Kings Hill, Larkfield, East Malling, West Malling, Leybourne and Ditton.

We will still all be working alongside each other, and I will ensure all relevant information I have received is passed on.

## 5. **Public Question Time**

No members of the public present.

**6. West Street Car Park**

The proposal by Cllr Vick, seconded by Cllr Jacob to approach KCC again, directly via Peter Oakfield the Cabinet Member for Finance & Property expressing interest in the purchase of West Street Car Park, was agreed. Cllr Rayner abstain from voting. The Clerk to follow up.

**7. WPC Storage Facility - Lease Agreement**

Mr Saddler has agreed to a 5yr lease agreement for an annual fee for the internal repair only of £4,800 with an additional £200/yr for electricity for lighting only on the storage unit in New House Farm. The proposal from Cllr Rayner, seconded by Cllr Gillin to accept the terms of the lease was agreed unanimously.

**8. January 2024 Meeting Date – 10<sup>th</sup> January 2024 to be ratified**

The date of the January 2024 council meeting was agreed unanimously as the 10<sup>th</sup> January 2024

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

County Councillor Harry Rayner

Margaret McMillan House in Wrotham was founded to provide outdoor activities for the children of the old boroughs of Deptford and Greenwich. It was opened in May 1936 by the Duke of York, just seven months before he became King George VI

The royal connections continue in 2012, when the Duchess of Cambridge visited the site to join children from a school in Marylebone. But it closed six years later after Wide Horizons hit financial problems and folded.

Margaret McMillan House, which was run by Wide Horizons staff, is overseen by a separate charity whose sole trustee is Greenwich Council.

Greenwich inherited the trustee role from ILEA and its predecessor, the London County Council. A special sub-committee of councillors, with one outside representative from Greenwich University, is in charge of the trust, which is dedicated to "field studies for children.

In 2019, the sub-committee agreed to lease Margaret McMillan House to an organisation that would be sympathetic to the trust's objectives. But in September 2020 it changed its mind after council leader Danny Thorpe addressed a meeting. At which point it decided to sell the centre and plough the funds into reopening Bexley Road, Eltham.

Dave Picton, a former leader of the council and its chairman of education for six years in the 1980's, says they should be reopened and made available for children to visit once again. Two organisations have offered to take on Margaret McMillan House, but their enquiries have met with little response.

Mr Picton also argues that the sub-committee does not have the power to spend the McMillan charity's money on Bexley Road, which is directly owned by the Greenwich Council.

Some 20 months later, Margaret McMillan House remains unsold.

Cllr Rayner is attending the next meeting of the sub-committee to express an interest on behalf of KCC in purchasing Margaret McMillan House for use as a Childrens Home.

Wrotham Quarry, H+H Celcon & Borough Green Sandpits are all on KCC's 'Green List' of quarries under active supervision. This ensures regular inspections of quarry working practices, including HGV movements and cleanliness of local roads.

## 10. Reports from various Committees

### Grounds

WPC has received notice from Four Seasons Gardens Ltd our Contract 1, small mowing areas provider, that they intend to cease all operations at the end of this financial year. The Clerk to re-tender the contract.

### Buildings

No Report

### Highways

Cllrs Gillin & Beach are evaluating a system for a speed monitoring camera for Old London Road.

UK Power Networks Ltd have given a date of the 27<sup>th</sup> November to carry out the works to the street light on Old London Road. These works were paid for by WPC in June 2023. Cllr Rayner to approach his contact within the organisation in an attempt to expedite the outstanding power transfers to the 26 new street lights with unsafe connections.

### Crime & Disorder

No Report

### Finance

No Report

### Planning

No Report

### Skatepark

Cllr Gillin has a meeting with Barry Cox of KAS Welding Ltd to discuss the rebuild of 1 ramp in the skate park. This will be used as a test for the future maintenance programme.

### Climate Change Strategy

No Report

### KALC

No Report

### PPP

No Report

## 11. Correspondence Received

WPC	St George's Church Remembrance Service	Cllr Jacob to lay the wreath on behalf of WPC
Heart of Kent Hospice	Request for donation 2023-24 Precept includes an amount of £100.00. Previously emailed	Donation of £200.00 proposed by Cllr Gillin, seconded by Cllr Denton and agreed unanimously
Kent Community Rail Partnership	Request for donation 2023-24 Precept includes an amount of £100.00. Previously emailed If donation agreed payment to be made in February in line with last year's donation	Donation of £100.00 proposed by Cllr Gillin, seconded by Cllr Rayner and agreed unanimously. Payment to

		be made in February 2024
KALC	AGM 18 <sup>th</sup> November 2023 Ditton Community Centre ME20 6AH 9.30am to 2.45pm Previously emailed	Cllr Rayner to represent WPC
Climate Guide	Invitation to a Carbon Literacy Action day for Kent Local Councils Zoom 4th December 2023 10am to 4.30pm Previously emailed	Cllr Betts to attend on behalf of WPC. Cllr Denton nominated as replacement if necessary, on the day.

## 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
P McQuillen	Pavilion Security Deposit Refund	£50.00	BAC 23/10/23
Phoenix Firework Ltd *	Annual Firework Display – Balance Wrotham Fireworks to contribute	£7,060.50	BAC 30/10/23
K Lord	Pavilion Security Deposit (£30 Deducted)	£30.00	BAC 30/10/23
Kevin Holt	Ground Maintenance Works October 2023	£1,520.00	BAC 30/10/23
Peter Barden	Litter Pick Open Spaces Maintenance – CPA Inspection/Signage – Multi-Court Electricity Box Padlock Removal – Bulb Planting - Leaf Clearance/General Clearance Burial Ground Maintenance Leaf Clearance/General Clearance Skatepark Repairs / Signage *** Public Toilet – General Clearance Total	157.50 270.00   127.50  105.00 7.50 £667.50	BAC 31/10/23
Lesley Cox	Salary October 2023 deductions include pension contribution. Telephone Addition Error – Underpayment Oct Total	2,366.61 20.00 3.66 £2,390.27	BAC
HM Revenue & Custom	PAYE / NI October 2023	£999.58	BAC
KCC Pension Fund	Pension Contribution October 2023	£1,180.65	BAC
Borough Green PC **	Skate Park Litter Pick / Checks October 2023	£155.00	BAC
Four Seasons Gardens Ltd *	Grounds Maintenance Contract 8 <sup>th</sup> Instalment 2023/24	£437.77	BAC
Astra Security Systems *	1 GB Monthly Data per Router Old London Road / High Street	£60.00	BAC
NKCS *	Contract Cleaning September 23 St George's Hall to contribute	£741.06	BAC
Commercial Services Trading Ltd *	Grounds Maintenance Contract 2 July – September 2023	£1,412.63	BAC
North West Kent Citizens Advice Bureau	Donation agreed 11 <sup>th</sup> October 2023	£250.00	BAC

Metro Bank Account Transfer	B/Fwd Balance	1,656.15	No Oct Payment
	Skatepark ***		
	Screwfix Zinc Spray *	(39.54)	
	Screwfix Zinc Spray – Sealant – Flashband *	(76.82)	
	Fasthosts – Generic Email *	(12.00)	
	T&MBC Garden Waste Subscription x2	(82.00)	
	Ledison Lighting * Floodlight	(175.99)	
	Credit for above – unit to be returned under warranty.	175.99	
	Account Fee	(7.80)	
	Poppy Shop * (WPC Wreath + Donation	(60.00)	
Trend Micro * Anti-Virus	(29.95)		
Debit Card Balance	£1,348.04		

\* 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 11<sup>th</sup> October 23

Water Plus	Pavilion Metered Water	£47.45	18/10/23
Water Plus	Allotment Metered Water	£9.84	
Water Plus	Burial Ground Metered Water	£4.78	
T&MBC	Burial Ground Non-Domestic Rates	£56.00	2010/23
BT Group	Parish Email	£7.50	23/10/23
Engie	Pavilion Gas	£70.59	24/10/23
EDF Energy	Multi- Court Electricity	£31.00	24/10/23
T&MBC	West Street Car Park Non-Domestic Rates	£134.00	01/11/23

ii. Bank Reconciliation for sign off

Statements due on the 5<sup>th</sup> November 2023, to be signed off at the December meeting.

**BANK ACCOUNT BALANCES as at 5<sup>th</sup> October 2023**

ACCOUNT	BALANCE
Current	£50.00
Business Reserve	£3,196.83
Business Savings	£75,424.07
Community Skate Park	£1.02
CCLA Parish Fund	£41,975.61
CCLA Community Fund	£75,633.44
Metro Account	£1,656.15
<b>TOTAL</b>	<b>£197,937.12</b>

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

The date for the next meeting was proposed for the 6<sup>th</sup> December 2023 to be held in the Wrotham Pavilion at 7.30pm. 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/23/02001/FL	Park Head Cottage Wrotham Hill Road	Demolition of existing single bay brick, flat roofed garage and replacement with two	LPA asked for contact details to facilitate a site visit as no drawing

		bay timber framed pitched roof garage	of proposed garage available online
TM/23/02005/RD	Westlands Farm Borough Green Road	Details of conditions 4 (Soil site investigation) and 8 (Foul and/or surface water disposal) submitted pursuant to planning permission TM/20/02378/FL (Conversion of agricultural buildings into 1 no. dwelling with associated landscaping and car parking)	Objections, due to insufficient information provided for both land contamination and foul water drainage, in line with the comments from Director of Health and Housing.
TM/23/02019/FL	Potters Mead Borough Green Road	Erection of a single dwelling with an attached single storey garage and associated works	Wrotham Parish Council has no objection to this proposal we would however suggest that Permitted Development Rights be removed within the red line of this application.
TM/23/02054/FL	1 Pilgrims Way	Revised Design of new single dwelling. The changes are as follows: New Side Dormer to No 1a, new Rear Extensions to No 1a & 1b, to include boot room. New Rear Dormer to new attic/conversion to No 1b. Revised Parking Arrangement with shared parking spaces 1 per dwelling. Previous approved application (TM/19/02493/FL)	Attached refers

i. Notifications of Decisions

Application Number	Address	Details	Decision
TM/23/01865/LB	Post Office High Street	LBA: Removal of non-historic materials to enable investigation works to existing bressumer beam which has a rotten end	Approved 31 <sup>st</sup> October 2023

2. Correspondence Received

T&MBC Weekly Planning Lists

The meeting closed at 8.15pm.

.....Chairman

.....Date

Revised Design of new single dwelling. The changes are as follows: New Site Dormer to No 1a, new Rear Extensions to No 1a & 1b, to include boot room. New Rear Dormer to new attic/conversion to No 1b. Revised Parking Arrangement with shared parking spaces 1 per dwelling. Previous approved application TM/19/02493/FL)

Wrotham Parish Council strongly objects to these proposals for the following reasons.

Interim Guidance Note 3 of the Kent Design Guide requires that 3-bedroom houses in rural locations require two independently accessible parking bays per house. The original 2-bedroom property had two parking bays. This proposal is for two houses, each maximised over three floors and with only one parking bay per house. The other dwellings in this line of development do not have off street parking and as a result the road has more vehicles than space and this will exacerbate an already difficult parking problem.

Drawing PZ03 is of a roof plan, 'as proposed'. The second-floor plan of No 1b Pilgrims Way indicated a very large roof dormer, which is not shown in DRG PZ03. Such a larger dormer would be aesthetically poor and a fundamentally bad design, being so close to another large ugly dormer in house 1a. These poor design additions cause harm to the AONB in which the site resides.

The proposed large areas of glass, looking down over multiply gardens, will be intrusive and cause significant privacy issues to surrounding gardens.

The proposed side extension to No 1a constitutes over development and seems somewhat unnecessary as a 'boot room'