

# WROTHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING, HELD ON WEDNESDAY 2<sup>nd</sup> August 2023 at 7.30pm In the Wrotham Pavilion TN15 7AH

**Present:** P Gillin (Chairman), H Rayner, K Denton, D Beach, S Vick, C Mills, R Betts, M Coffin (Late Arrival) & T Jacob (Until 8.30pm)

**In Attendance:** Lesley Cox (Clerk). John O'Hara & Jason Butler

### 1. Apologies for absence:

Full Attendance

### 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 Coffin declared an interest in the item of correspondence from St George's Primary School

Cllr Mills declared an interest in agenda item 7.

### 3. Minutes

The minutes of the meeting held on 5<sup>th</sup> July 2023 proposed by Cllr Rayner seconded by Cllr Mills and agreed and signed as a correct record by the Chairman.

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

No Reports.

### 5. Public Question Time

John O'Hara raised the problems the village is experiencing with off road motor bikes and anti-social behaviour generally and suggested the possibility of CCTV cited in Pilgrims Way as a possible deterrent. Jason Butler suggested making an application to change the designation of MR226 from a Byway Open To All (BOAT) Wrotham Parish Council opposed this designation from the outset and the backlog within the Public Rights of Way

department is in the region of 3 years. All incidents need to be report to the police to raise the profile of the problems within the village, making it easier to involve the Community Safety Unit (CSU). This multi-agency unit has the powers to arrange deployment of mobile CCTV.

**6. Wrotham School - Replacement teaching facilities**

Current pupil numbers are 906 increasing to 1275 after expansion. 25% of pupil numbers are transported from Kings Hill, which although built as a new town has no teaching facilities for year 7 and above. The current Wrotham School infrastructure isn't coping and a more strategic approach with Grange Park School should be adopted.

Grange Park School currently has an application awaiting decision also for expansion devised and submitted without any discussion between the separate planning consultants involved with the two applications.

The implication is that the redevelopment of Wrotham School is due to safety issues with the current buildings. Cllr Rayner is of the opinion that the calculation has been made around Borough Green Gardens being included in the T&MBC Local Plan.

**7. Friends of Wrotham – Funds**

The Friends of Wrotham is no longer running the Wrotham Steam and Transport Rally and all fund-raising activities have ceased, committee members have decided to shut down the charity. The proposal from Cllr Rayner, seconded by Cllr Jacob to open a separate bank account with CCLA for WPC to manage the remaining funds in line with FOW's constitution was agreed, Cllr Mills abstained from voting.

**8. Request for additional litter bins**

The proposal from Cllr Vick, seconded by Cllr Gillin to make application for 1 additional litter bin to serve the two proposed locations in Pilgrims Way due to their proximity was agreed unanimously.

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

Borough Councillor Martin Coffin

T&MBC now has an active enforcement programme on both littering and fly tipping. Individuals who employ waste disposal companies have a duty of care to check the legitimacy of the operator, or risk being fined £400.00 soon to be increased to £600.00. Todate 75 fines of £400.00 have been issued. Legislation also allows the seizure of vehicles caught fly tipping. The deployment of CCTV cameras has been requested for a current hot spot in Wrotham.

The waste contract is running well with the use of new fleet lorries.

T&MBC Planning & Enforcement has been poorly staffed, to overcome the problem an enhanced pay scale has been introduced to assist with recruitment.

Since the election in May although Cllr Coffin remains Deputy Leader the Conservative Party doesn't have overall control of the Council. Cllr's Mike Taylor & Wendy Palmer of the Independent Alliance Kent Party are in collision with the Conservative to achieve a majority administration.

Borough Councillor Robin Betts

The Household Support Fund (HSF) is a grant to help towards food, gas, and electricity. The grant is paid to Kent County Council. Applications can be made from **Household Support Fund for food and energy** (KCC) while the scheme is open.

Some funding has been passed to TMBC to target assistance to pension age households struggling with rising energy costs. Pension age households receiving a means tested council tax reduction since 1 April 2022 will be awarded £100 to help towards energy costs. Households will receive letters telling them how and when they will receive the payment by the end of September.

A proportion of the household support fund has also been shared with foodbanks across the borough.

In addition to the 'Call For Sites' as part of the Local Plan process T&MBC commissioned Urban Intelligence to undertake an 'Urban Capacity Study'

This study identified sites within the existing urban areas and rural service centres from a number of sources including:

- Housing Allocations from the withdrawn Local Plan, which have not been promoted through the call-for-sites exercise;
- Previously developed vacant and derelict land and buildings;
- Redevelopment of publicly accessible car parks, considering the potential for retaining existing parking capacity;
- Suitable and deliverable sites identified through the Council's call for-sites exercise 2021/22; and
- Vacant land, including amenity land not previously developed.

75 potential development sites, with an overall capacity of 1,946 residential dwellings have been identified, 3 of which have recently been called into question and evaluated by members. Although the new council is different and more complex to run it is working well and following the evaluation it has been agreed that the 3 sites will remain in the Local Plan at this stage for further consideration.

County Councillor Harry Rayner

Drain clearing has been undertaken to alleviate the flooding problems following heavy rainfall on the Nepicar Roundabout. A significant cause of the flooding which often results in the closure of the M26 Junction 2 slip road is the volume of water run-off from David Goodworth's field, this has implications for the Moto application.

KCC Cabinet Member for Highways has suggested that there may be a requirement for employing a consult to evaluate the transport impact on the local road network from the Nepicar Roundabout to Old Coach Road Roundabout and not just the London Road Corridor as submitted with the Moto application.

The consultation on Household Waste Recycling Centre (HWRC) closures has been withdrawn, closures to be reviewed in line with government guidance.

Following a visit with Tom Tugendhat MP to the D Lucas paint operation in Invicta Business Park, London Road, Wrotham, Cllr Rayner was impressed with the organisation and the number local residents employed by the firm.

Cllr Rayner is concerned at the level of reliance KCC officer's have put on S106 contributions in setting next year's budget. The figure of £15M is not guarantee revenue and could result in overruns on budget.

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

### Grounds

Springy horse has been reinstated in the CPA, hopefully in future not to be tested by adult men.

Following a recent incident on St George's Castle, signage to be reviewed.

After undertaken the cutting of village hedgerows too early this season, Cllr Denton has obtained confirmation from KCC that commencing of works next year will be delayed until after the bird nesting season has finished.

### Buildings

CCTV in the pavilion has been upgraded and we are now awaiting Astra Security Ltd to connect to the village system.

### Highways

Work to install new columns required for the new LED streetlights will commence on the 14<sup>th</sup> August along with the lantern on in the High Street delayed due to scaffolding on School House Mews. Mike Mills will then chase UK Power Networks to make the final power connections and supply change overs.

Cllr Rayner thanked Cllr Beach for his work in managing the project.

Crime & Disorder

No Report

Finance

No Report

Planning

N Report

Skatepark

Cllr Mills attended his first Skatepark meeting as WPC representative.

Climate Change Strategy

No Report

Youth

No Report

KALC

T&M Kalc meeting scheduled for next week.

PPP

Partnership is continuing to work well with the Police more supportive of parishes.

**11. Correspondence Received**

St George's Primary School	Donation Request of £500.00 for the Festival of Light Event £500.00 in 2023-24 Precept Previously emailed	£500.00 proposed by Cllr Gillin, seconded by Cllr Rayner and agreed. Cllr Coffin abstained
Wrotham Bowls Club	Update on the legal dispute with The Bull Hotel Previously emailed	Request for intervention from WPC. Harry Rayner has spoken to the Bull Hotel in a personal capacity. It was agreed that as the matter is in the hands of solicitors it would be inappropriate for the parish council to intervene
KCC	Kent & Medway Partnership Domestic Abuse Strategy 2024-2029 <a href="https://letstalk.kent.gov.uk/domestic-abuse-strategy-2024-2029">https://letstalk.kent.gov.uk/domestic-abuse-strategy-2024-2029</a> Previously emailed  Kent Family Hub Services Public Consultation <a href="https://letstalk.kent.gov.uk/family-hubs-and-start-for-life-offer">https://letstalk.kent.gov.uk/family-hubs-and-start-for-life-offer</a> Previously emailed	Individual responses by 9 <sup>th</sup> October 2023 Consultation added to website.  Individual responses by 13 <sup>th</sup> September 2023 Consultation added to website.

	Nu-Venture – Feedback on bus passenger figures Previously emailed	For Information
T&MBC	2023 Summer Holiday Activities for young people Previously emailed	For Information Details added to website
SLCC	The Clerk July 2023	For Information

## 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
Phoenix Fireworks *	2023 Firework Display Deposit Wrotham Fireworks to Contribute	£2,359.50	BAC 07/07/23
Meopham Mowers	Machinery Repair	£137.00	BAC 07/07/23
S Cole	Pavilion Security Deposit Refund	£50.00	BAC 10/07/23
Travis Perkins *	Church Wall – Imperial Bricks	£926.61	BAC 21/07/23
H Stuart	Pavilion Security Deposit Refund	£100.00	BAC 21/07/23
Peter Barden	Litter Pick Open Spaces Maintenance – CPA Inspection / Repairs – Rubbish Burning – Shed Door Repair - General Clearance Skate Park Maintenance *** Burial Ground Maintenance – Grave Strimming – General Clearance Total	187.50 532.50  105.00 75.00  £900.00	BAC 28/07/23
Kevin Holt	Ground Maintenance Works July 2023	£1,450.00	BAC 31/07/23
K Bell	Pavilion Security Deposit Refund	£100.00	BAC 01/08/23
Lesley Cox	Salary July 2023 deductions include pension contribution. Telephone Office Allowance Quarterly Total	2,366.61  20.00 150.00 £2,536.61	BAC
HM Revenue & Custom	PAYE / NI July 2023	£999.58	BAC
KCC Pension Fund	Pension Contribution July 2023	£1,180.65	BAC
Borough Green PC **	Skate Park Litter Pick / Checks July 2023	£155.00	BAC
Four Seasons Gardens Ltd *	Grounds Maintenance Contract 5 <sup>th</sup> Instalment 2023/24	£437.77	BAC
NKCS *	Contract Cleaning June 23 St George's Hall to contribute	£670.18	BAC
Astra Security Systems *	1 GB Monthly Data per Router Old London Road / High Street	£ 60.00	BAC
Assured Water Hygiene *	Salt x8 7 <sup>th</sup> July 2023	£129.20	BAC
Viking *	Printer Paper, Hand Soap, Black Bags , Toilet Rolls	£121.07	BAC
T&MBC *	Uncontested Election Costs 4 May 2023	£660.80	BAC
S V Electrical *	Replacement LED Light Fittings St George's Hall to contribute	£2,520.00	BAC

Metro Bank Account Transfer	B/Fwd Balance	2,214.89	No July Payment
	Screwfix * Varnish CPA Repairs	(9.99)	
	Screwfix * Anti Climb Paint/Brushes, Hall	(25.97)	
	Screwfix* Anti Climb Paint, Hall – Sealant & Gun Skatepark ***	(78.06)	
	Visual Graphix Ltd * Anti-Climb Signage	(10.19)	
	Fasthosts – Generic Email *	(12.00)	
	HiLite * Insecticide	(32.94)	
	Account Fee	(7.50)	
	Debit Card Balance	£2,038.24	

\* 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 5<sup>th</sup> July 23

EDF Energy	Multi-Court Electricity 3 mths	£96.68	11/07/23
Water Plus	Pavilion Metered Water	£47.45	18/07/23
Water Plus	Allotment Metered Water	£9.84	
Water Plus	Burial Ground Metered Water	£4.84	
T&MBC	Burial Ground Non-Domestic Rates	£56.00	20/07/23
BT Group	Parish Email	£7.50	24/07/23
Engie	Pavilion Gas	£66.75	
T&MBC	West Street Car Park Non-Domestic Rates	£134.00	01/08/23
Opus Energy	Pavilion Electricity	£268.70	04/08/23

ii. Bank Reconciliation for sign off

The following account balances were checked, agreed and signed by Cllr Denton.

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

ACCOUNT	BALANCE
Current	£50.00
Business Reserve	£3,287.07
Business Savings	£63,245.82
Community Skate Park	£1.01
CCLA Parish Fund	£41,466.69
CCLA Community Fund	£74,562.03
Metro Account	£2,214.89
<b>TOTAL</b>	<b>£184,827.51</b>

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

The date for the next meeting was proposed for the 6<sup>th</sup> September 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/23/01366/LB	The Old Vicarage Borough Green Road	Listed Building Application: Installation of new gas boiler, with flue very similar to the current one installed through the	No Objections

		roof slope. All existing flashings will be unchanged	
TM/23/01434/FL	Cedar House St Mary's Road	Partial demolition of an existing boiler cupboard/lean-to and construction of a single storey extension with the renovation of the adjoining part of the house along with the addition of a new boundary wall with the gated access to the front of the property	No Objections
TM/23/01435/LB	Cedar House St Mary's Road	LBA: As Above	No Objections

i. Notifications of Decisions

Application Number	Address	Details	Decision
TM/23/01218/TPOC	Four Seasons Park Labour In Vain Road	Hawthorn tree- Remove - Large wound on trunk ,canopy overhangs applicant's dwelling. Standing in Woodland W1 of Tree Preservation Order	Approved 14 <sup>th</sup> July 2023
TM/23/00353/RD	St George's Court West Street	Details of condition 17 (Demolition and Construction Management Plan) 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	Approved 12 <sup>th</sup> July 2023
TM/23/01133/FL	Park Head Wrotham Hill Road	Installation of 40 ground mounted solar panels	Approved 17 <sup>th</sup> July 2023
TM/23/00893/FL	23 Pilgrims Way	Creation of a vehicle access, dropped kerb, vehicle hard standing and new steps to front door	Approved 20 <sup>th</sup> July 2023
TM/23/01119/PDVLR	30 Pilgrims Way	Prior Notification for Larger Home Extension (Part 1 Class A): Single storey rear extension to a depth of 4m, maximum roof height of 3m and eaves height of 2.4m	Prior Notification Not Required 24 <sup>th</sup> July 2023

Cllr Rayner informed the meeting that planning application below, that falls just outside the parish boundary for Wrotham, was refused on the 27<sup>th</sup> July 2023

TM/23/01146/FL Land West Of Wrotham Heath House London Road Wrotham Heath  
Section 73 application to vary planning condition 1 of planning permission TM/21/00209/FL

2. Correspondence Received

T&MBC Planning Lists

The meeting closed at 9.00pm.

.....Chairman

.....Date