

WROTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING, HELD ON WEDNESDAY 2nd November 2022. In the Wrotham Pavilion TN15 7AH

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

In Attendance: Angela Boulden

1. **Apologies for absence:**

Cllr's Betts, Coffin & Lesley Cox (Clerk)

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 KCC/TM/195/2022 and did not participate in the discussion or decision regarding this application.

3. **Minutes**

The minutes of the meeting held on 12th October 2022, proposed by Cllr Rayner seconded by Cllr Mills, and agreed and signed as a correct record by the Chairman

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

No Reports

5. **Public Question Time**

No Questions raised from the public in attendance

6. **Village Sign**

Village Sign – Cllr Gillin reported that he had met with Barry Cox of KAS Welding to review the condition of the sign. There appears to be significant rot at the base of the sign which is a concern for the safety of the public. Barry Cox proposed that a galvanised steel collar

be fabricated to support the base of the sign which would be set into the ground below the level of+ the blocks. An estimate was provided by KAS Welding of;

Fabrication of the Collar - £475

Fitting & Reinstatement - £300

Cllr Gillin proposed acceptance of this estimate which was seconded by Cllr Vick and approved unanimously.

7. Borough Green Football Club – Continued pavilion use

The current situation was discussed based around the emails the Clerk had forwarded to members over the last few weeks and the lack of communication regarding dates of matches and lateness of payment for pavilion use. It was proposed by Cllr Gillin and seconded by Cllr Vick to monitor the situation over the next four weeks and review again at the December PC Meeting. All were in favour except Cllr Rayner who abstained from voting.

8. Climate Change Committee – Planting Proposal

Cllr Gillin provided a document entitled 'Climate Committee Strategy for CO2 Reduction by Tree Planting'. It sets out the planting made to date to and the proposals for additional planting over the next few months. Cllr Gillin asked for a budget of £1000 to meet the costs of additional plants and their planting which was seconded by Cllr Denton and approved unanimously.

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

County Councillor Harry Rayner

KCC funding for bus services is looking to reduce its budget by a further £200k. This is likely to hit services provided for young people in the borough. Central Government funding support for transport services of £28M is conditional on there being no further reduction in KCC support for bus services over the next 3 years.

Cllr Rayner went on to say that there are likely to be savage cuts in KCCs budget for the forthcoming year of the order of £150M, which represents a cut of some 12%.

10. Reports from various Committees

Grounds

Cllr Gillin reported that the new steel steps had been installed to the pavilion (replacing the rotten wooden set) just in time for the firework display on the cricket ground on the 29th October.

Blacksole Field Sub-Committee

No Report

Buildings

Cllr Gillin reported that the toilet block in the High St had now been returned to the ownership and maintenance of WPC. Though there appear to be some outstanding maintenance issues it was felt that these would be more easily managed by WPC than relying on the unreliable and inconsistent service provided by T&MBC. T&MBC has promised a grant of £9K to enable WPC to complete the takeover. The premises have now been covered under the WPC buildings insurance by the Clerk.

Highways

Cllr Gillin reported that quotes had been sought for vehicle speed check equipment to be installed in Old London Rd. The current estimate is £375 for a one week hire of the equipment.

KCC have confirmed that they have the budget to close the Nepicar layby. WPC has been advised that the order for the work to close the layby and install an earth bund was placed on the 7th October. They are still aiming for this to be constructed by the end of the financial year, with work currently programmed to commence in January 2023.

Due to the increase in material costs the scheme is likely to cost more than the £30k available (£5k from Wrotham Parish Council + £25k from KCC Operations). However, KCC Operations have managed to secure some additional funding from their own budgets and therefore they are confident that they won't need any additional monies from outside sources to build the scheme as planned.

Crime & Disorder

No Report

Finance

No Report

Planning

No Report

Skate Park

Cllr Denton reported that at the last Skate Park Committee meeting it was proposed by Cllr Taylor for BGPC that the litter pick rate for the Skate Park be raised from £8.00 per hour to £9.80 per hour. This would increase the WPC contribution from £1.78 per hour to £2.62 per hour. It was proposed by Cllr Gillin and seconded by Cllr Denton and agreed by all to adopt this decision as a part of the proceeding of this meeting.

Website

No Report

Climate Change Strategy

Covered under agenda item 8

Youth

No Report

KALC

The AGM is due to take place on Saturday 19th November at Ditton Community Centre. Cllr Rayner is to attend as a KCC representative. Cllr Gillin proposed that Cllr Rayner also represent Wrotham PC at that meeting. It was seconded by Cllr Denton and approved unanimously. (Clerk to notify KALC of Cllr Rayner nomination for WPC)

PPP

No report

11. Correspondence Received

WPC	Remembrance Sunday – St George's Church Wreath Laying	Cllr Mrs Jackson to represent WPC
Heart of Kent Hospice	Donation request Precept remaining £450.00, previous donation £100.00 Previously emailed	A donation of £100.00 proposed by Cllr Denton,
KALC	2022 KALC AGM Saturday 19 th November 2022, Ditton Community Centre ME20 6AH Attendance and lunch booking via the link below https://www.eventbrite.co.uk/e/kalc-75th-annual-general-meeting-ditton-comm-centre-sponsored-by-ccla-registration-183422901837 Previously emailed	As previously covered Cllr Rayner to represent WPC.

	Deadline for motions for the KALC AGM, Friday 4 th November 2022	Nominations to the clerk by 3 rd November 2022 latest
Rural Services Network	Working with NALC to provide market communities with networks and mechanism to work together Offer of 6-month free trial Previously emailed	This offer was not considered appropriate for a village the size and nature of Wrotham and as such the offer of the service was declined.
CPRE	AGM 4 th November 2022, Lenham Community Centre ME17 2QT 10.30am Previously emailed Kent Countryside Voice Autumn-Winter 2022/23	For Information For Information
Kent Highways	Kent Highways Forward Work Programme 2022-23 to 2023-24 https://www.kent.gov.uk/about-the-council/strategies-and-policies/transport-and-highways-policies/managing-highway-infrastructure Previously emailed	For Information

12. Financial Matters

i. Cheques for approval and signature

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

Payable To	Invoice Details	Amount	Cheque No
BHIB	Additional Premium – Toilet Block Insurance	£85.49	BAC 18/10/22
R Simpson	Pavilion Security Deposit Refund	£50.00	BAC 24/10/22
KAS Welding *	Pavilion Replacement Metal Staircase	£6,708.00	BAC 26/10/22
Astra Security Systems Ltd *	Village CCTV Upgrade – 1 st instalment – Balance to be paid on completion of installation.	£2,567.60	BAC 26/10/22
Peter Barden	Litter Pick Open Spaces Maintenance – CPA Inspection/Repairs– Rubbish Burning – Pavilion Bank Strimming – Multi-court Vegetation – Redwood Tree Guard - General Clearance Equipment Fuel – Receipt Attached * Skate Park Repairs Damaged Tyre Onsite – Replacement agreed – receipt attached Total	165.00 660.00 12.28 105.00 105.34 £1,047.62	BAC £927.62 28/10/22 £120.00 31/10/22
Kevin Holt	Ground Maintenance Works October 2022 Total	£1,440.00	BAC 31/10/22
Lesley Cox	Salary October 22 deductions include pension contribution. Telephone Total	2,148.60 20.00 £2,168.60	BAC
HM Revenue & Custom	PAYE / NI October 22	£912.10	BAC
KCC Pension Fund	Pension Contribution October 22	£1,038.22	BAC
Borough Green PC **	Skate Park Weekdays – Saturday Inspections October 22	£101.92	BAC

Four Seasons Gardens Ltd *	Grounds Maintenance Contract 8 th Instalment 2022/23	£416.93	BAC
NKCS *	Contract Cleaning September 2022 St George's Hall to contribute	£610.96	BAC
Streetlights *	Column 17 Old London Road – Repair	£72.30	BAC
Viking *	Toilet Rolls – Disposable Gloves	£121.09	BAC
Playsafety Ltd *	CPA / Skatepark Annual Rospa Inspection Invoice balance ***	£3.60	BAC
OTS *	Burial Ground Beech – Remove deadwood	£228.00	BAC
J Blewer & Son Ltd *	Replacement Pavilion Steps – Timber	£408.61	BAC
Phoenix Fireworks *	Annual Firework Display Wrotham Fireworks to contribute	£6,435.00	BAC
Commercial Services Trading Ltd *	Quarterly Grounds Maintenance Jul-Sept 2022	£1,665.35	BAC
Metro Bank Account Transfer	Poppy Shop – Poppy Wreath Donation	55.00	BAC
	T&MBC Burial Ground Garden Waste Bins x2	69.00	
	Fasthosts – Generic Email *	12.00	
	Sprayster – Graffiti Cover Paint *	16.11	
	Skatepark Materials ***	103.96	
	Village Litter pickers *	34.84	
	Pavilion Gate – Replacement Padlocks *	34.38	
	Skatepark materials ***	50.00	
	Account Fee	8.10	
	Total	£383.39	

* 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 12th October 22

EDF Energy	Multi-Court Electricity	£9.19	10/10/22
Eon Next	Pavilion Electricity	£135.68	18/10/22
Water Plus	Pavilion Metered Water	£43.35	
Water Plus	Allotment Metered Water	£9.27	
Water Plus	Burial Ground Metered Water	£4.71	
Npower	Unmetered Streetlight Supply	£318.70	19/10/22
T&MBC	Burial Ground Rates	£52.00	20/10/22
Eon Next	Pavilion Gas	£33.16	21/10/22
BT Group	Parish Email	£7.50	24/10/22
T&MBC	West Street Car Park Rates	£127.00	01/11/22

ii. Bank Reconciliation for sign off

No Accounts for sign off as next statements not due until 5th November 2022

BANK ACCOUNT BALANCES as at 05th October 2022

ACCOUNT	BALANCE
Current	£50.00
Business Reserve	£2,424.76
Business Savings	£78,248.83
Community Skate Park	£1.00
CCLA Parish Fund	£40,465.75
CCLA Community Fund	£121,555.52
Metro Account	£482.80
TOTAL	£243,228.66

13. Date of next Parish Council Meeting

The date for the next meeting was proposed for the 7th December 2022 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/22/02177/FL	Sycamore Barn St Mary's Road	Construction of a single storey timber clad contemporary garden building	No Objections
TM/22/02296/FL	The Sparrows Kemsing Road	Proposed glazed garden room	No Objections

i. Notifications of Decisions

Application Number	Address	Details	Decision
TM/22/01900/LDP	6 Pilgrims Way	Lawful Development Certificate Proposed: Extend the dropped kerb by 1.5m outside of driveway to enable better access for parking. The dropped kerb currently sits halfway along driveway	Certified 18 th October 2022
TM/22/01905/FL	West Bank Kemsing Road	Replace existing conservatory with a single storey extension and extend existing dormer	Approved 20 th October 2022
TM/22/01767/FL	Old Terrys Lodge Terrys Lodge Road	Replacement dwelling following demolition of existing dwellinghouse, garden outbuilding and detached garage	Approved 25 th October 2022
TM/22/02056/TNCA	Cricket Pavilion High Street	T1 - Sycamore (Applicants reference)- Crown reduce 40% (3m overall reduction of height and width). The crown has grown very one-sided, and the lateral branches are very elongated. The branches grow over the main footpath and access route to the playgroup, with parents and children walking underneath. Our request to reduce the canopy is to make the tree much safer	No Objection 28 th October 2022

2. Correspondence Received

T&MBC Planning B Lists

KCC/TM/195/2022 Borough Green Sand Pit, Maidstone Road, Platt TN15 8JL
Section 73 application to vary condition 2 of TM/20/2399 to allow sand extraction to continue until 31st March 2024 in the Eastern Extension area.

Wrotham Parish Council is supportive of this application as it avoids sterilisation of sand resources/reserves

PART 2

15. Grounds Maintenance Contracts 2023-2026

The proposal from Cllr Vick, seconded Cllr Mills to award Contract 1 to Four Seasons Garden Ltd and Contract 2 to KCC Landscape Services was agreed unanimously.

The meeting closed at 8.52pm

.....Chairman

.....Date