

WROTHAM PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING, HELD ON WEDNESDAY 03rd May 17 IN THE WROTHAM PAVILION, HIGH STREET, WROTHAM

Present: P Gillin (Chairman) H Rayner, D Beach, R Betts (Late Arrival) K Denton, M Coffin (Late Arrival) & Mrs B Jackson

In Attendance: Lesley Cox (Clerk), Dave & Christine Savill & Philippa & John Parker

1. **Apologies for absence:**

Cllr Mills & Michael Head (Community Warden)

2. **Attendance Register**

The register was signed and the following declarations of interests 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 Mrs Jackson 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 Rayner & Cllr Gillin committee members of Tonbridge & Malling branch of the

Campaign for the Protection of Rural England.

Cllr Coffin firework provider for Wrotham

Cllr Rayner member of KALC Executive and Finance and General Purposes Committee

Cllr Rayner chairman of KALC Tonbridge and Malling Area Committee

Cllr Mills Village Magazine Editor

Cllr Betts trustee of Tonbridge & Malling Leisure Trust

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

3. **Election of Chairman**

The Vice Chairman Cllr Rayner took the chair for this item. Cllr Gillin was proposed by Cllr Rayner and seconded by Cllr Beach for the position of Chairman. Cllr Gillin was unanimously elected as Chairman. Cllr Gillin abstained from voting.

4. **Chairman's Declaration of Acceptance of Office**

The declaration was made to the meeting and duly signed by Cllr Gillin.

5. **Election of Vice-Chairman**

Cllr Rayner announced to the meeting that as a KCC candidate, should he be successful it would be in-appropriate to hold the office of Vice-Chairman of WPC, he would therefore not be standing for this position.

Cllr Denton was proposed by Cllr Rayner and seconded by Cllr Beach for the position of Vice -Chairman. Cllr Denton was unanimously elected as Vice-Chairman. Cllr Denton abstained from voting.

6. Vice Chairman's Declaration of Acceptance of Office

The declaration was made to the meeting and duly signed by Cllr Denton.

7. Minutes

The minutes of the meeting held on 05th April 17, were proposed by Cllr Rayner, seconded by Cllr Beach and agreed and signed as a correct record by the Chairman. The minutes of Annual Parish Meeting also held on the 05th April 17, were proposed by Cllr Rayner, seconded by Cllr Mrs Jackson and agreed and signed as a correct record by the Chairman.

8. Appointment of Committees

The Council approved the following committee memberships

Grounds	Cllr P Gillin (Chairman) Cllr Mrs B Jackson Cllr R Betts M Howard (co-opted) Burial Clerk B Saunders (co-opted) Allotment Committee
Buildings/ Pavilion	Cllr K Denton (Chairman) Cllr P Gillin (St George's Hall Committee) Cllr D Beach Cllr C Mills Cllr Mrs B Jackson Cllr M Coffin Cllr R Betts
Highways	Cllr D Beach (Chairman) Cllr H Rayner Cllr K Denton Cllr C Mills Cllr P Gillin
Crime & Disorder	Cllr P Gillin (Chairman) Cllr D Beach Cllr K Denton Cllr H Rayner Cllr R Betts
Finance	Cllr D Beach (Chairman) Cllr H Rayner Cllr M Coffin Cllr K Denton Cllr P Gillin
Planning	Cllr P Gillin (Chairman) Cllr H Rayner Cllr D Beach Cllr C Mills Cllr K Denton
Joint Parish Skate Park	Cllr K Denton Cllr Mrs B Jackson
Youth	Cllr C Mills M Taylor (co-opted) Youth Worker
External Bodies	

KALC
Cllr H Rayner
Cllr P Gillin
Cllr C Mills
Cllr D Beach
Cllr K Denton

Parish Partnership Panel Cllr C Mills
Cllr P Gillin
Cllr D Beach
Cllr K Denton

CPRE Cllr P Gillin

TMBC/KCC Joint Transportation Board
Cllr H Rayner

9. Report from Community Police Officer / Community Warden

No Report

10. Public Question Time

Mrs Savill brought to the attention of the Council, the lack of security at St George's Court, which has remained empty for the past 18 months since Circle Russet's decanted the elderly residents. Mr & Mrs Savill, who live adjacent to the complex in Childs Way suffered nuisances noise over the bank holiday weekend with a security alarm sounding continually for 6 days. The situation was completely ignored by Circle Russet's and only resolved when Mrs Savill attended the organisations office in Kings Hill on the Tuesday morning and refused to leave without a meeting with a senior staff member.

Mrs Savill was advised by WPC to contact T&MBC Environmental Health Team immediately should this situation arise in the future.

The matter of inconsiderate parking by parents of children at St George's School was also raised by Mrs Savill, in particular at the junction of High Street & Old London Road which is severely impacting visibility and safety. There are yellow lines on this stretch of the road but these have become worn and very faint over time. The clerk to bring this to the attention of Andy Bracy of T&MBC.

11. Nepicar Layby Environmental Health Issue

Residents of London Road are again experiencing anti-social behaviour by motorcyclists most Wednesday evenings. The situation came to a head on the Wednesday evening before the Easter Weekend Superbikes event at Brands Hatch, with numerous bikes 'donutting' on the A20 by the Layby causing the area to be engulfed in black smoke from the bikes tyres. Several residents phoned the Chairman, who in turn along with the clerk made 3 telephone calls to the police during the course of the evening. One resident raised the question of whether the smoke is an environmental health issue?

Cllr Coffin was of the opinion that it probably is, but T&MBC Environmental Health Team is not best placed to deal with this typed of incident and it should really remain a police issue, ideally as part of a multi-agency approach as seen a few years back.

Cllr Rayner reminded the meeting that WPC is still attempting to purchase the Layby. The current situation is that ownership has been established and once the title has been transferred to KCC, Cllr Rayner if elected to KCC seeks to arrange a meeting with members of KCC Property Services Board to progress this purchase. Should WPC obtain control of the Layby, application will be made for a 'Stopping Up Order'.

12. Downlands Walk Lease

WPC has received notification in writing from St Clere Estate's solicitors 'Warners' formally requesting that the Parish Council 'yield up possession of the site on or before 6 October 2017'.

The proposal by Cllr Rayner that possession is not given up until the 6th October 17 to enable parishioners to benefit from the area for an additional summer, seconded by Cllr Denton was agreed unanimously.

13. Community Projects; to determine the cost of the following

- i. High Street Repaving

- ii. Recreation Ground works to improve drainage and level football pitch.

Cllr Beach working in conjunction with Cllr Gillin has been assigned to start the process.

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

Borough Councillor Coffin gave the following report:

Due to various elections; there has been little activity since my extensive report to the Annual Parish Meeting in April.

I am aware that members of WPC are due to meet with trustees of St Clere Estate in connection with Downlands Walk and I have asked that nuisance noise from the boot fairs on the Wings of the Morning Field be raised.

The Borough Council is disposing of land in Tonbridge, which will enable the building of a new Medical Centre.

Cllr Coffin advised the meeting that parking tickets had been issued in respect of certain vehicles that continue to park on the village square, and that these are currently being disputed.

15. Reports from various Committees

Grounds

Following the incident of vandalism to the CPA gate closure, CCTV coverage of the area was checked and showed 2 male youths, with tools clearly causing the damage, but the images were not sufficiently clear for positive identification. The purchase of additional equipment to overcome the clarity of images at night was proposed by Cllr Rayner, seconded by Cllr Beach and agreed unanimously.

Buildings

No Report

Highways

No Report

Crime & Disorder

Covered in Grounds

Finance

No Report

Planning

Members of WPC Planning Committee and our consultant Richard Bate are of the opinion that the Statement of Case produced by Savills on behalf Circle Russet for the planning appeal against the refusal by T&MBC to consent to the demolition and redevelopment of St George's Court is very poor.

Cllr Rayner praised both Cllr Coffin and Cllr Betts on the excellent work they did in adversity, in convincing the planning committee of the unsuitability of the planned proposal within the centre of a rural village.

Skate Park

The two youths who are campaigning for a new concrete skate park, attended the recent meeting and requested a contribution of £40K from the 3 parishes. The position of the 3 parishes has always been that assistance with grant applications is available, but as the current skate park is a perfectly functional facility no parish funds would be allocate to the construction of an alternative park. The request was refused. To date no money from fund raising activities has been deposited into the Community Skate Park account, opened by WPC in 2016 at the request of the youth group.

Youth

No Report

KALC

The next meeting of T&M KALC Committee is scheduled for 11th May 17, at which time Cllr Rayner intends to stand down as Chairman, and Lesley Cox as Clerk. Patrick Thomas of Plaxtol PC has been nominated for the position of Chairman, and Mike Taylor of Borough Green PC for the position of Vice-Chairman

PPP

The next meeting scheduled for 15th June 17, has been cancelled due to the General Election

CPRE

No Report

16. Correspondence Received

Correspondent	Details	Action
The Kent Men Of The Trees	Trees in the Village Competition 2017 Invitation to enter Previously emailed	No Participation
InvictaLaw	Metamorphosis – Kent Legal Services transition to Invicta Law Ltd KCC is required by law to obtain consent for the transfer of any personal data to Invicta Law Previously emailed	As the original KCC scheme was promoted by KALC, Clerk to enquiry as to whether as an organisation they are backing the transition
South East Water	Water main replacement in Ford Lane Trottisccliffe Completion date extended until the end of July 17 Previously emailed	For Information
Ferns Aggregates	Wrotham Quarry Notification of imminent application to KCC to extend the end date for sand extraction. Previously emailed	For Information
Planning Resource	Planning Issues 2049 & 2050	For Information

17. 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
Tim Powell	Village Bins	8.00	BAC 07/04/17
	CPA Inspections	24.00	
	Multi-Court Electricity Box	132.00	
	Alterations / CPA Gate Welding		
	Gate Closure Repair	49.50	
	Burial Ground / Cricket Ground Ivy Removal	49.50	
	Total	£263.00	
Peter Barden	Multi-Court Electricity Box Alterations / CPA Gate Welding	£96.00	BAC 07/04/17
Tim Powell	CPA Inspections	8.00	BAC 12/04/17
	Burial Ground Tree Root Removal	33.00	
	Pavilion Chequer Plate	66.00	
	Modifications		
	Generator Fuel Receipt Attached *	14.02	

	Omitted from Inv 56 Total	£121.02	
Stuart Kitt	Pavilion Window Cleaning	£30.00	BAC 14/04/17
Tim Powell	CPA Inspections Skate Park Repairs *** Generator Fuel Receipt Attached * Total	8.00 198.00 7.00 £213.00	BAC 21/04/17
Peter Barden	Open Spaces General Maintenance Skate Park Repairs *** Total	24.00 132.00 £156.00	BAC 17/03/17
Tim Powell	CPA Inspections Emergency CPA works CPA Repairs Public Toilet Guttering Repair Football Shed Door Repair Total	16.00 20.00 165.00 16.50 16.50 £234.00	BAC 28/04/17
Peter Barden	Litter Picking CPA Repairs Football Shed Door Repair Total	17.50 120.00 30.00 £167.50	BAC 28/04/17
Lesley Cox	Salary April 17 deductions include pension contribution Telephone CPA Security Bits pk 3 * Office Allowance Quarterly Total	1,255.75 20.00 6.94 150.00 £1,432.69	BAC
HM Revenue & Customs	PAYE / NI April 17	£324.74	BAC
KCC Pension Fund	Pension Contribution April 17	£423.24	BAC
Borough Green PC **	Skate Park Weekdays – Saturday Inspections April 17	£98.00	BAC
Four Seasons Gardens Ltd *	Grounds Maintenance Contract 1 2 nd Instalment	£374.20	BAC
NKCS *	Hall / Pavilion Cleaning March 17 St George's Hall to contribute	£1,036.44	BAC
Wrotham Arts Festival	Donation agreed 05/04/17	£420.00	BAC
Citizens Advice	Donation agreed 05/04/17	£100.00	BAC
Ellis & Son Ltd *	Skate Park Steel	£768.00	BAC
Streetlights *	Multi-Court Additional floodlight & bracket FOW to contribute £304.00 Remote control system & space fobs Total	730.38 237.91 £968.29	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 05th April 17

South East Water	Pavilion Metered Water	£342.65	18/04/17
Eon	Street Lighting Supply	£308.38	
T&MBC	Burial Ground Rates	£52.24	20/04/17
CPRE	Annual Subscription	£50.00	21/04/17

BT Group	Parish Email	£5.00	25/04/17
EoN	Pavilion Electricity	£46.69	01/05/17
EoN	Pavilion Gas	£132.85	
EoN	Multi-Court Electricity	£14.53	
T&MBC	West Street Car Park Rates	£109.00	02/05/17

ii. Bank Reconciliation for sign off

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

BANK ACCOUNT BALANCES as at 05th April 17

ACCOUNT	BALANCE
Current	£50.00
Business Reserve	£4,148.83
Business Savings	£10,604.16
Community Skate Park	£1.00
CCLA Parish Fund	£34,500.00
CCLA Community Fund	£41,655.83
TOTAL	£90,959.82

iii. Annual Governance Statement 2016/17 for approval

Proposed by Cllr Rayner, seconded by Cllr Coffin and agreed unanimously and signed by Cllr Gillin as Chairman.

iv. Annual Return for 31st March 2017 for approval and sign off

The Annual Return for the year ended 31 March 2017 proposed by Cllr Rayner, seconded by Cllr Coffin was agreed unanimously and signed by Cllr Gillin as Chairman

v. Un-metered Street Lighting Electricity Renewal

The proposal by Cllr Rayner, seconded by Cllr Coffin to accept the 36month renewal contract from EoN was agreed unanimously.

18. Date of next Parish Council Meeting

The date for the next meeting was proposed for the 31st May 17, at 7.30pm with the date for the interim planning meeting to be advised.

Cllr Rayner requested an item to be included on the 31st May 17 meeting agenda: Co-option of Philippa Parker onto WPC

19. Planning Committee to Consider

1. Applications received

Application Number	Address	Details	Parish Council Recommendation
TM/15/02803/FL	Ashurst West Street	Amended Arboricultural Report received 22.3.17	No Objection, subject to officer approval
TM/17/01008/RD	Trift Cottage Kemsing Road	Details of conditions 3 (materials), 6 (landscaping), 13 (refuse) and 16 (slab levels) pursuant to TM/16/01422/FL	No Objections

i. Notifications of Decisions

Application Number	Address	Details	Decision
TM/17/00401/FL	Forthview Kemsing Road	Single storey side and rear extension	Approved on 7 th April 17

TM/17/00868/PWC	The Becket 3 Yaldham Manor Drive Kemsing	T1 Beech to reduce by 20-25%	Approved on 11 th April 17
TM/17/00371/RD	The Old School House High Street	Details pursuant to condition 3 (archaeology) of TM/16/02811/FL	Approved on 20 th April 17
TM/17/00673/TNCA	The Old Vicarage Borough Green Road	T1 Magnolia – Dismantle to wall height, tree has died, trunk to be left standing for habitat and T3 Conifer – reduce by approximately 1m, trim sides	No Objections on 24 th April 17

2. Correspondence Received

T&MBC Planning List 'B' No 17/14, 17/15, 17/16 & 17/17

TM/15/03051/FL St George's Court West Street Wrotham
APP/H2265/W/17/3167631 notification of Informal Hearing into the appeal on 20th June 17 commencing at 10.00 at the Civic Suite Gibson Building Gibson Drive Kings Hill. The Planning Inspectorate has indicated that the Informal Hearing is likely to last 2 days.

The meeting closed at 8.40pm

.....Chairman

.....Date