

WROTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING, HELD ON WEDNESDAY 04th March 20 IN THE WROTHAM PAVILION, HIGH STREET, WROTHAM

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

In Attendance: Lesley Cox (Clerk) & Angela Boulden

1. Apologies for absence:

None: Full attendance

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 Gillin committee member of Tonbridge & Malling branch of the Campaign for the Protection of Rural England.

Cllr Coffin firework provider for Wrotham

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

Cllr Coffin declared a pecuniary interest in agenda item 6 and didn't participate in the debate or vote on the proposal.

3. Minutes

The minutes of the meeting held on 5th February 20 were 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

Report below; again, as with the previous report is of no relevance to Wrotham Parish, following email correspondence between the Clerk and Sergeant Turtle, Cllr Rayner informed the meeting that PCSO Mark Thomas had attended both Platt and Stansted Parish Council meetings earlier in the week. The Police Crime Commissioner Matthew Scott has been updated on the lack of communication from PCSO's.

Contacts

csu.tonbridge.and.malling@kent.police.uk Contact your local team

<https://www.kent.police.uk/> Report online, check statistics, information on your area.

<https://www.crashmap.co.uk/> Road Safety Information

**February
2020**

Mallings

Information

provided by:

PS Turtle, Community Safety Unit

Crime Series or Crimes of Note

Catalytic Converter Thefts

Number Plate Thefts

Burglary Dwellings – (See crime prevention advice.)

Anti-social behaviour and other incidents of note:

West Malling

Visited Parish council to drop off Neighbourhood engagement meeting posters and to see if there was anything they hadn't reported.

08/02/2020 - Issued several S35's to a group of nuisance youths planning a ride out from Kings Hill through West Malling, East Malling and Larkfield preventing any further issues from said group.

Kings Hill

Theft of Catalytic converter. From neighbourhood Engagement Meeting is evident that there has been a spate of egg throwing, but nothing has been reported to the police.

Leybourne

05/02/2020 – Fraud. Victim received a phone call from someone claiming to be from Barclays saying that money had been taken from their account. Reassurance visit completed and safety and security advice given.

Visited Parish council to drop off Neighbourhood engagement meeting posters and to see if there was anything they hadn't reported. Nothing new to report by the parish.

Aylesford

Attempt burglary-Aylesford reservoir/ damaged door nothing stolen.

Theft of rubbish from skips in the Avenue, Aylesford. 2x eastern European males going onto properties. Nothing stolen. Crime prevention to the local residents.

Attempt vehicle theft- Brassey centre, Aylesford. Male trying door handles. CCTV available

Criminal damage- Warren road, Bluebell Hill, Chatham. Timber harvester and two fire extinguishers damaged. £400 worth of damage.

Vehicle theft- Hill chase, Chatham. Vehicle was taken from outside a property along with tools worth £600. CCTV available

Nuisance youths in Aylesford retail park going into shops and abusing staff. Close working with stores and images of the youths forwarded to police. Working closely with security about the vehicle noise/ASB and litter. Security have forwarded on vehicle registrations which will be followed up.

Larkfield

Police held a PACT meeting last week to discuss local issues in Larkfield last week, various agencies and local Councillors attended and there was an input from Catherine Mulholland who is the Kent Police NHW Co-ordinator who encouraged the continued set-up of new roads to the scheme in Larkfield.

There have been a few reports regarding ASB in Martin Square and I have been visiting shopkeepers/ staff at Lawson House to provide reassurance and have payed extra attention to the area in the afternoons when shops are reporting to me youths are causing a nuisance.

Two burglary dwellings reported.

Downs Wards

Only 3 non residential burglaries reported, one where a trailer was stolen, one with a battery charger stolen and one with nothing stolen

Wateringbury

One theft from motor vehicle (number plates), no reported burglaries.

East Malling

Two reported burglaries, one dwelling and one non-dwelling, several theft from motor vehicles reported.

West Malling / Leybourne

One burglary dwelling reported and 3 burglary other than dwellings reported, nothing else of note.

Ditton

Two reports of theft from motor vehicle where victims have left their cars unlocked overnight.

Snodland

Several shed breaks reported, bikes, tools and a motorcycle stolen. One reported burglary of a property where door has not been locked properly., theft of number plates from a vehicle, theft of a vehicle parked in a road for several weeks.

Burham, Eccles and Wouldham

Quad bike stolen in Wouldham, attempt burglary of house in Wouldham.
Two garage breaks in School Lane

Items of good work:

Crime Prevention Information:

- Residents should be reminded that uPVC doors should be locked properly at night and when properties are unoccupied. It is **NOT** enough to just close the door. Handle **MUST** be lifted, and key turned in order to deadlock the door. Otherwise it takes seconds to pop the door and creep in and steal your cars and wallets etc.
- Place your car keys somewhere away from the front door but allow yourself the ability to exit your premises in an emergency.
- Don't leave your engine running and car unattended whilst the car is warming up on icy mornings, it takes a thief seconds to jump in and drive off with your car and house keys.
- Invest in a video door bell, great piece of mind and they can record images and show you who is around your property.
- Timer lights or smart plug-controlled lights are essential if going away for a few days.

Staff Updates:

PCSO Amy SEARS has arrived and is being tutored by PCSO Stanley, she will be responsible for Ditton, Trottiscliffe and Addington.

5. **Public Question Time**

No Questions

6. **Cricket Ground – Firework Event Damage – Outfield Repair**

The cost of repair by KCC Commercial Services is £1,037.00 + Vat. The proposal outlined below put forward by Cllr Denton, seconded by Cllr Betts was agreed. 8 votes in favour with an abstention from Cllr Coffin.

Wrotham Fireworks to:

Contribute £500.00 towards the overall cost

Future considerations:

A plan to deal with adverse eventualities

A back up location for large commercial vehicles on the road, and associated access arrangements.

Recovery vehicles (local farm tractors) on hand to rescue stranded vehicles to reduce impact on the outfield.

Ensure straw bales are available to distribute over the area to maintain vehicle traction on wet areas.

Build up a £1K contingency over the next 2 years to cover such eventualities in the future.

7. St Clere Estate – Blacksole Field Permission Path

WPC has been approached by St Clere Estate in respect of a 'permissive path' for dog walkers on Blacksole Field. The path would have two entrances, one off the Pilgrims Way and one connecting with a path to Kemsing Road.

Concerns raised by the estate in email 3rd February 20 and proposed actions for consideration by WPC members as at 27th February 20

Dog Poo Bins – WPC to progress reinstallation of the missing bin on MR226, and to cover the cost of a 2nd bin if a suitable location can be agreed with T&MBC.

Litter – WPC to cover the cost of 2 new litter bins, 1 to be positioned at the edge of the field, the 2nd midway along the walkway. WPC to manage the emptying of the bins as due to the location this will not be covered by the service provided by T&MBC. WPC to undertake at least 1 litter pick of the area per month.

St Clere Estate Environmental Scheme – WPC to ask for the co-operation of parishioners via the website and the parish magazine to respect the surrounding land within the scheme by avoiding walking on and to prevent their animals from walking on the crop edges.

Bromley Dirt Bikers – St Clere Estate to fence off the area and install kissing gates.

WPC again via the website and parish magazine ask for the co-operation of parishioners to respect the designation of the area by only using the permissive path and not to create any other entrances that can be used by the dirt bikers.

This was the proposal on the table when the item was added to the meeting agenda. In a subsequent email dated 28th February, the Estate removed the offer to fence and install gates.

On the removal of the offer to fence etc the area by St Clere Estate it was agreed that the arrangement could not be considered by WPC in its present form, but that as and when sufficient St Clere budget became available to undertake the necessary works to secure the area WPC would be happy to review the situation.

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

Borough Councillor Martin Coffin

T&MBC precept as indicated in my previous report has been set resulting in a £5.00 increase for Band D households.

The Planning & Transportation Advisory Board has been looking into how T&MBC handle planning applications, in particular the consideration of late submissions by applicants which significantly disadvantages Parish Councils. A new method of notification on the date of validation via 'My Account' will still allow 21 days for response submission. The proposal to cease sending out paper submissions with the exception of large applications is going to Cabinet for discussion. Planning Officers will be arranging to meet with individual Parish Councils to outline and discuss the proposed changes.

Borough Councillor Robin Betts

A new licensing application has been received for the 'Food Fest' to be held at Ruffitts Farm, Ightham, of concern is the possible lack of onsite parking.

As part of T&MBC climate strategy as mentioned by Cllr Coffin planning application will no longer be sent out in paper form. This will result in an annual saving of 245,000 sheets of paper, the equivalent of 30 trees per year. The borough Climate Change Strategy Consultation commenced on Monday 2nd March 20.

The Air Quality Report submitted for inclusion in the agenda for the Street Scene & Environmental Services Advisory Board is proposing to make amendments to monitoring at the location of the Old Red Lion roundabout, junction of Western Road Borough Green / A25 but is not advocating the cancellation of monitoring of this AQMA site. Particulate Monitoring Equipment should also be installed at this site within the next 2 months.

County Councillor Harry Rayner

KCC also issue copious quantities of paper, although it should be noted that trees for paper are grown as a crop.

The temporary closure signage is in place on the Nepicar Layby, barriers are on order and the requisite Traffic Regulation Order is in hand. Jez Mazey of KCC has indicated that works to close the layby will commence on the 16th March 20.

KCC officer Neil Tree has confirmed that we are close to commencing works on the re-paving of the High Street, a meeting has been scheduled to agree WPC's financial contribution to the project.

Cllr Rayner is still pressing KCC members and officers on the issue of water run-off from the Old Spring Tavern site, and at a recent Conservative Group Meeting explained the means available to KCC to proceed with an action to recover costs against the land owner.

Cllr Betts response to the growing of trees as a crop; while accepting this fact, it is the processing element that is causing the most climate damage.

9. Reports from various Committees

Grounds

Scheduled replacement lighting installation to commence at the start of the school Easter Holiday on the 1st April 20. The works are likely to require the closure of the area.

Buildings

No report

Highways

Cabling for BT High Speed Broadband will be discussed at the forthcoming meeting with Neil Tree.

Crime & Disorder

No Report

Finance

No Report

Planning

Two additional dates of the 24th & 25th June have been confirmed for the T&MBC Local Plan Hearing. Significant questions of T&MBC have been raised by the Inspectors in advance of the commencement of the hearing.

Cllr Rayner has put his name forward to represent KCC at the Local Plan Hearing.

Skate Park

No Report

Website

Website online training scheduled for Tuesday 17th March 20

Youth

No Report

KALC

No Report

PPP

No Report

CPRE

No Report

10. Correspondence Received

Kent Surrey Sussex Air Ambulance	Donation request Previously emailed 2020-21 S137 precept £3300, currently £2800 remaining No previous donation	Donation of £200.00 proposed by Cllr Denton, seconded by Cllr Betts and agreed unanimously.
KCC Nicholas Abrahams	Five Acre Wood School – Public Consultation To increase the Designated Number from 465 to 580 places from September 2020	Online consultation deadline 31 st March 2020 school.consultations@kent.gov.uk
Planning Resource	Issue 2103	For Information
T&MBC Beverley Emmerson	Y2 Crew Youth Scheme Thank you letter for agreed donation of £500.00	For Information
Clerks & Council Direct	March 2020 Issue 128	For Information

11. 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 CPA Inspections x 2 Open Spaces Maintenance – Glass Clearance / Pavilion Driveway Weeding, Leaf Clearance / Village Square Pruning Equipment Fuel – receipt attached St George's Hall – Signage / Lighting Total	10.00 20.00 227.50 7.00 18.50 £333.00	BAC 7/02/20
St George's Hall	Security Deposit Booking transferred from pavilion to hall reference payment from M Humphreys below.	£50.00	BAC 14/02/20
Tim Powell	Village Bins CPA Inspection x 3 Litter Picking	10.00 30.00 37.00	BAC 15/02/20

	Burial Ground – Branch Clearance Equipment Fuel – receipt attached *	18.50 7.00	
	Open Spaces Maintenance – CPA Repairs / Super Depot Clearance/ Branch Clearance / General Clearance Total	240.50 £343.00	
Tim Powell	Village Bins CPA Inspection x 3 Open Spaces Maintenance – Pavilion Bank Leaf Clearance / General Clearance / Beech Tree Log Clearance Pavilion Maintenance – fit replacement hand drier Total	10.00 30.00 259.00 37.00 £336.00	21/02/20
Kat Briley	Pavilion Security Deposit Refund	£50.00	24/02/20
Tim Powell	Village Bins CPA Inspection x 3 Litter Pick Open Spaces Maintenance – General Clearance Equipment Fuel – Receipt attached * Burial Ground Maintenance – General Clearance St George's Hall – Replacement Bulbs Total	10.00 30.00 46.25 129.50 7.00 46.25 18.50 £287.50	28/02/20
Peter Barden	Litter Pick Open Spaces Maintenance – CPA Repairs /General Clearance /Branch Clearance / Pavilion Driveway Leaf Clearance / Pavilion Beech Tree Log Clearance / Super Depot Clearance Burial Ground Maintenance – Branch Clearance / General Clearance Total	30.00 624.00 42.00 £696.00	BAC 28/02/20
Rachel Duncum	Pavilion Security Deposit Refund	£50.00	02/03/20
Lesley Cox	Salary February 20 deductions include pension contribution Telephone Quarterly Office Allowance Anti-Virus Software Annual Fee Total	1,921.37 20.00 150.00 49.95 £2,141.32	BAC
HM Revenue & Customs	PAYE / NI February 20	£758.79	BAC
KCC Pension Fund	Pension Contribution February 20	£725.28	BAC
Borough Green PC **	Skate Park Weekdays – Saturday Inspections February 20	£98.00	BAC
Four Seasons Gardens Ltd *	Grounds Maintenance Contract 11 th Instalment 2019/20	£385.51	BAC

Assured Water Hygiene Ltd *	Pavilion Salt x 9 02/03/20	£103.50	BAC
Commercial Services Trading Ltd (KCC) *	Contract 3 Hedgerows	£453.83	BAC
NKCS *	Contract Cleaning December 19 St George's Hall to contribute	£657.23	BAC
The Counselling Centre	Donation agreed 5 th February 20	£50.00	BAC
Heart of Kent Hospice	Donation agreed 5 th February 20	£50.00	BAC
S V Electrical *	St George's Hall Supply & Fit Emergency Light Fitting Hall to contribute	£162.00	BAC
Samsian Ltd *	Pavilion Annual Boiler Service AO Water Heating Annual Service St George's Hall Annual Boiler Service Total Hall to contribute	72.00 222.00 72.00 £366.00	BAC
The Original Tree Surgeons Ltd *	Pavilion Beech – Emergency Works as agreed via email / Tree Officer consulted Crown reduce 50%, totally remove the two split scaffold limbs.	£1,536.00	BAC
Metro Bank Account Transfer	Pavilion Driveway Replacement Plants * Land Registry (Nepicar Oast) Replacement Kettles (£50.00) (P Gillin £19.50 refund refers) Spring Gate Closure * Glass Paint (Notice Board) * Pavilion replacement Fridge/Freezer * Hydraulic gate closer and hinge kit * Skate Park *** Specialist drill bits x 14, Multipurpose Bits, various sizes x4, Pk50 screws, Cleangrip Gloves pk 100 * Account Charges Total	52.90 9.00 69.50 (19.50) 91.68 31.98 269.00 299.77 99.00 5.90 £909.23	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 5th February 20

Eon	Street Lighting Supply	£351.05	17/02/20
Eon	Pavilion Electricity	£124.69	18/02/20
Eon	Pavilion Gas	£70.64	19/02/20
BT Group	Parish Email	£7.50	24/02/20

ii. Bank Reconciliation for sign off

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

BANK ACCOUNT BALANCES as at 05th February 20

ACCOUNT	BALANCE
Current	£50.00
Business Reserve	£8,047.58
Business Savings	£17,193.66
Community Skate Park	£1.00
CCLA Parish Fund	£40,121.74
CCLA Community Fund	£126,609.08
Metro Bank	£958.92
TOTAL	£192,981.98

iii. Financial Analysis 13th February 20 – for approval and sign off

The analysis for 13th February 20 was agreed and signed by Cllr Rayner – attachment refers

iv. Multi-court Floodlighting Expenditure Authorisation

Monthly expenditure limit increased to £5K for 1 monthly only to cover the purchase cost of materials for the project.

12. Date of next Parish Council Meeting

The date for the next meeting was proposed for the 1st April 20, to commence at the earlier time of 7.00om, followed immediately by the Annual Parish Meeting at 8.00pm The date for the interim planning meeting to be advised.

13. Planning Committee to Consider

1. Applications received

Application Number	Address	Details	Parish Council Recommendation
TM/20/00220/FL	Wrotham Park Park Drive	Erection of a garage, tack room, home office and residential annexe	No Objections
TM/20/00182/FL	Palavas Pilgrims Way	Erection of a single detached chalet bungalow	Attached refers
TM/20/00469/TNCA	Bowyers St Mary's Road	T1 Large Poplar Tree – pollard by 50%	Attached refers

i. Notifications of Decisions

Application Number	Address	Details	Decision
TM/19/02967/FL	1 Pilgrims Way	Application approved under reference TM/19/02493/FL (New 3-bedroom end of terrace house with front porch, new front porch to existing terrace house), to allow for a new side dormer and rear extension to 1a, new rear dormer and rear extension to 1b and revised parking arrangement	Approved 11 th February 2020
TM/20/00030/TNCA	Bowyers St Mary's Road	T1 Poplar to remove branches overhanging the	No Objection 10 th February 2020

		summerhouse in the garden. Trees located in the garden of Stepping Stones	
TM/19/02690/LDE	Rosador London Road	Lawful Development Certificate Existing: Use of land for steel fabrication falling within Class B2 (general industrial)	Refuse 14 th February 2020
TM/20/00187/TNCA	6 Court Lodge Goring Place	T1 Yew to remove 1 low branch over path and reduce remaining lower-mid canopy by up to 2m to even crown; T2 Weeping Ash to lift by 2m and thin by 20%; T3 Sycamore to lift to 5m; T4 Lawson Cypress to fell	No Objection 24 th February 2020

2. Correspondence Received

T&MBC Planning List 'B' No's 20/07, 20/08 & 20/09

Part 2 Urgent Agenda Item

14. Contractor's Travel Plans – Covid 19 Implications

Unless government advice for travellers from Tenerife changes to self-isolation, contractor to be offered work on a self-managing basis for a period 14 days following re-entry into the UK.

The meeting closed at 9.25pm

.....Chairman

.....Date

WROTHAM PARISH COUNCIL

FINANCIAL ANALYSIS

2019/20

INCOME

Open Spaces	General Admin	Allotments	Pavilion	West St Car Park	Highways Winter Prov	Street Lighting	Burial Grounds	Section 137	St George's Maintenance	St George's Court Dispute	Local Plan Contribution	Southbeats Licence
5,708.70	95,398.20	1,051.71	14,321.89				2,763.50	6,500.00	8,000.00	25,527.64	10,190.30	4,500.00

EXPENDITURE

Open Spaces	General Admin	Allotments	Pavilion	West St Car Park	Highways Winter Prov	Street Lighting	Burial Grounds	Section 137	St George's Maintenance	St George's Court Dispute	Local Plan Contribution	Southbeats Licence
22,208.01	43,059.96	733.40	10,471.81	4,647.30	491.99	3,881.63	7,595.19	8,050.00	5,973.21	25,527.64	16,775.44	5,358.10

Balance Sheet

Balances at 01 April 19

Balances at 13 February 20

Current Account	50.00
NatWest Reserve Acct	3,383.63
NatWest Business Savings	5,133.27
Community Skate Park Fund	1.00
CCLA Fund 1 WPC Savings	39,873.34
CLLA Fund 2 Community Projects	125,749.47
Metro Bank Debit Card	1,000.00
	175,190.71

1,417.33
8,047.58
27,190.69
1.00
40,121.74
126,532.42
764.44
£204,075.20

WROTHAM PARISH COUNCIL

FINANCIAL ANALYSIS

13 February 20

			payable pre 15 Sept	payable post 15 Sept
			<u>ex VAT</u>	<u>ex VAT</u>
<u>COMMITMENTS - expenditure</u>		<u>Anticipated</u>		
<u>Description of work</u>	<u>Contractor</u>	<u>Payment Date</u>	(estimate)	(estimate)
Skate Park Improvements	T Powell / P Barden	Various		£0.00
Skate Park Maintenance	T Powell / P Barden	Various		£2,000.00
Skate Park Safety Inspection	RoSPA / KCC			£0.00
Skate Park Insurance				£0.00
Internal and External Audit	Various	Various		£700.00
S137 Donation	Various			£0.00
Insurance				£0.00
Subscriptions / Training / PO Box No Etc				£200.00
Childrens Play Area Safety Inspection	RoSPA			£0.00
Provision for Street Light Repairs				£600.00
Provision for Street Furniture ie Litter, Cigarette Bins, Multi Crt Lighting				£300.00
Provision for CCTV Pavilion, Multi Court, CPA				£300.00
Provision for maintenance works to Pavilion				£1,000.00
Provision for maintenance work to CPA / Multi-Court				£1,000.00
Provision for planting / general gardening maintenance				£1,000.00
Arboreal works cricket ground / burial ground / churchyard				£2,000.00
Provision for maintenance work to burial ground				£1,000.00
West Street Car Park Lease				£1,200.00
Winter Maintenance - Salt Purchase				£500.00
St George's Hall Financial Assistance				£3,000.00
Local Plan - Legal Representation				£5,000.00
Contingency				£1,000.00
			£0.00	£20,800.00
			Total	£20,800.00

			payable pre 15 Sept	payable post 15 Sept
<u>Other Regular payments</u>				
Energy Charges - Street Lighting	Eon	monthly		£500.00
Energy charges - pavilion / electricity	Eon	monthly		£250.00
Energy charges - pavilion / gas	Eon	monthly		£200.00
Water supply - burial ground	Business Stream	half yearly		£50.00
Water supply - allotments	Business Stream	half yearly		£200.00
Water Supply - pavilion	Business Stream	half yearly		£400.00
Contract Cleaning - pavilion	NKCS	monthly		£700.00
Rates - pavilion	Tonbridge + Malling BC	monthly		
Rates - cemetery	Tonbridge + Malling BC	monthly		£0.00
Rates - West Street	Tonbridge + Malling BC	monthly		£0.00
Salary	Ms L Cox	monthly		£2,000.00
Pension	KCC Pension Fund	monthly		£750.00
Office Allowance	Ms L Cox	quarterly		£150.00
Telephone Allowance	Ms L Cox	monthly		£20.00
Mileage	Ms L Cox	business trips		£20.00
Inland Revenue	Tax and National Insurance	monthly		£800.00
Village Litter Picking	Various	monthly		£800.00
Grounds Maintenance Charges (incls cricket ground repair)	Various	various		£2,000.00
Skate Park Daily Inspection	Cast Trading Ltd / BG PC	monthly		£120.00
			£0.00	£8,960.00
			Total	£8,960.00

Notes

			payable pre 15 Sept	payable post 15 Sept
<u>COMMITMENTS - income</u>				
Precept	Half Yearly			
Rechargeable Accounts - Skate Park Project				£1,980.00
Rechargeable Accounts - Local Plan Legal Representation				£2,600.00
St George's Hall Repayment				£1,000.00
Flexi-School				£1,150.00
			£0.00	£6,730.00
			Total	£6,730.00

<u>PROJECTED - Income</u>	payable pre 15 Sept	payable pre 15 Sept
Pavilion		£300.00

WROTHAM PARISH COUNCIL

FINANCIAL ANALYSIS

13 February 20

Burial Ground

£200.00

£0.00	£500.00
Total	
	£500.00

BANK BALANCES

Bank Balance as at 13 February 2020	£204,075.20
Committed expenditure to 31 March 2020	£29,760.00
Anticipated income before 15 Sept 2019	£0.00
Anticipated income after 15 Sept 2019	£7,230.00
Estimated balance at 01 April 2020	£181,545.20

Notes ***

No account has been taken of the cost of stationery and other consumables used by the Clerk, Cleaner, Burial Clerk etc
No allowance has been made for items such as light bulbs, keys and other ad hoc expenditure i.e, uninsured losses, additional insurance premium costs etc

WROTHAM PARISH COUNCIL

FINANCIAL ANALYSIS

2019/20

13 February 2020

INCOME

Open Spaces	General Admin	Allotments	Pavilion	West St Car Park	Highways Winter Prov	Street Lighting	Burial Grounds	Section 137	St George's Maintenance	St George's Court Dispute	Local Plan Contribution	Southbeats Licence
5,708.70	95,398.20	1,051.71	14,321.89				2,763.50	6,500.00	8,000.00	25,527.64	10,190.30	4,500.00
8,000.00	94,294.00	620.00	12,000.00				1,500.00	500.00				

EXPENDITURE

Open Spaces	General Admin	Allotments	Pavilion	West St Car Park	Highways Winter Prov	Street Lighting	Burial Grounds	Section 137	St George's Maintenance	St George's Court Dispute	Local Plan Contribution	Southbeats Licence
22,208.01	43,059.96	733.40	10,471.81	4,647.30	491.99	3,881.63	7,595.19	8,050.00	5,973.21	25,527.64	16,775.44	5,358.10
31,600.00	50,390.00	1,200.00	13,150.00	7,000.00	1,300.00	7,000.00	8,590.00	3,300.00				

Wrotham Parish Council

Lesley Cox
Clerk

PO Box 228
Sevenoaks
Kent
TN13 9BY

Telephone – 01732 886139
Email – wrothampc@btinternet.com

Ref: 100305/001
Date: 05 Mar 2020

Planning Application Ref.	TM/20/00182
Address	Palavas Pilgrims Way TN15 7DD
Proposal	Erection of a chalet bungalow
Decision	Objection
Comments :	

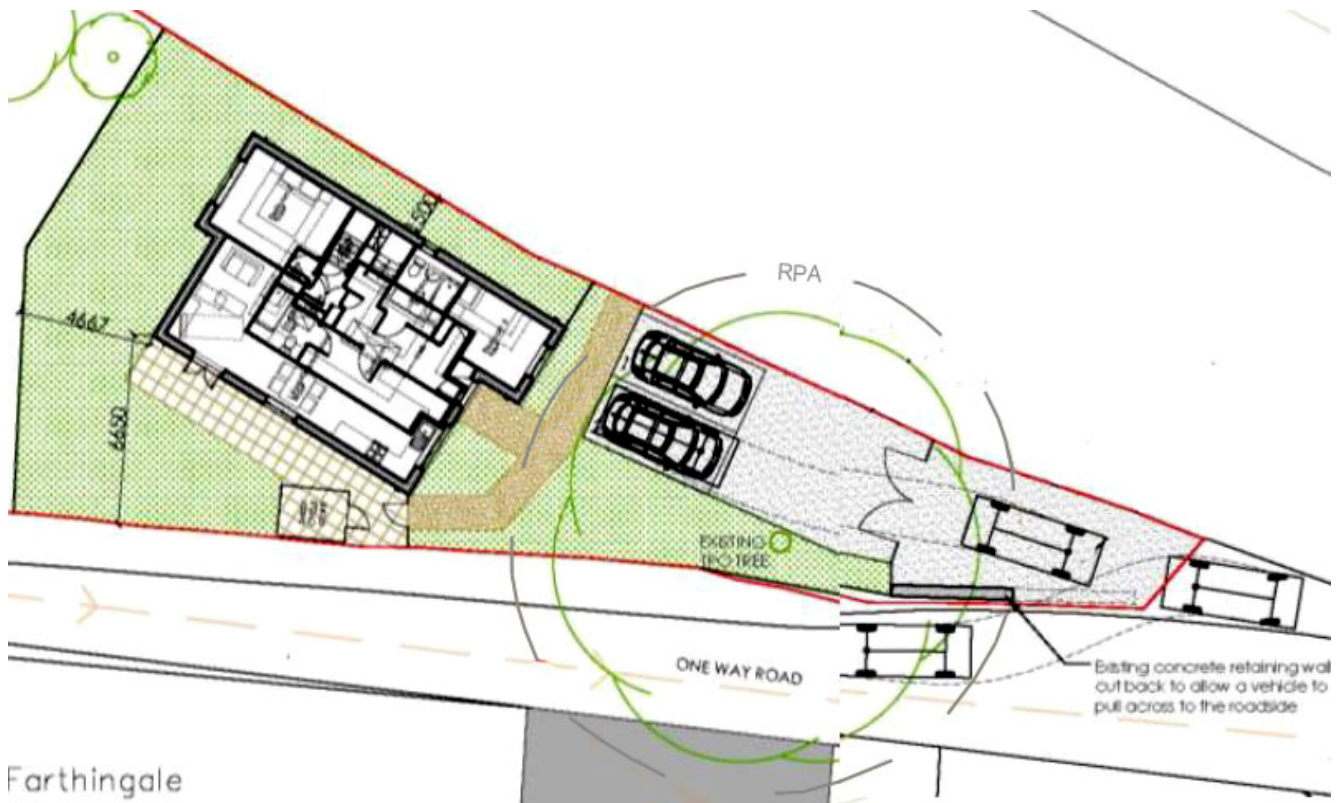
The application is within the Butts Hill Conservation Area and a good view of the protected tree is provided from the centre of the Conservation Area down the ancient Pilgrims Way.



To the left of Pilgrims Cottage it can be seen that the TPO'd beech tree dominates the views as you approach the Recreation and Cricket Grounds and even more so when it is in full leaf. The PC disagrees with the view expressed in the applicant's DAS "our

proposal, being a backland development, will not harm the character of the Conservation Area”.

It is the PC’s view that the arboreal report has been focussed on the site area and the tree protection during the construction phase and has failed to consider the accumulative impacts of surrounding development on the tree’s long term well being.



The Arboricultural Report states as follows.

“4. Damage to trees can only be avoided if the construction embraces the three basic principles, listed below, and is restricted to a maximum width of 3m and situated tangentially to one side of a tree only or confined to an area no greater than 20% of the root protection area, whichever is smaller:

- *Roots must not be severed*
- *Soil must not be compacted*
- *Oxygen must be able to diffuse into the soil beneath the engineering surface”*

Ref: Report prepared by Daniel Morris of MOR Consultancy

The report ignores the fact that half of the RPA lies under a tarmaced road and the roots are deprived of the essential aeration required. Construction vehicles will impact upon most of the RPA that is left during the construction phase.

The British Standard for tree protection during construction makes the following definitions.

2.5 root protection area (RPA) layout design tool indicating the area surrounding a tree that contains sufficient rooting volume to ensure the survival of the tree, shown in plan form in m2

2.7 construction exclusion zone area based on the RPA (in m2), identified by an arboriculturist, to be protected during development, including demolition and construction work, by the use of barriers and/or ground protection fit for purpose to ensure the successful long-term retention of a tree. Ref: British Standard BS 5837:2005 Trees in relation to construction



It is noted that no 'construction exclusion zone' is being advocated here as the only way into the site is over the only functioning area of the RPA. The photograph above from the applicant's DAS shows the size of the tree bole that appears similar to the width of the car. It also clearly demonstrates the damage to the RPA that will result from the lack of exclusion, which will be caused both during construction and in residential use. The following is further advice from BS 5837.

3.1.2 A tree may take a century to reach maturity but it can be damaged or felled in a few minutes. Such damage is frequently caused unwittingly because of failure to appreciate the vulnerability of trees, particularly the root system (see Annex C), and how easily and often insidiously they can be damaged. Irreparable damage is frequently done to existing trees in the first few days of a contractor's occupation of a site. The early erection of tree protection to form the construction exclusion zone before works commence on site is essential as the only way to prevent damage being caused to retained trees by operations in their vicinity.

Ref: British Standard BS 5837:2005 Trees in relation to construction

The above quotation makes reference to Annex C which is an informative that gives far more comprehensive information about the importance of a trees root system to its well being. Some relevant paragraphs are included in Appendix A.

BS 5837 advocates protection measures during the construction phase, which is fundamentally based on creating an exclusion area over the RPA by construction vehicles and machinery. It assumes that the area will be free of sources of compaction post construction.

In this proposal this is not the case. It is further advocated that two vehicles will permanently park within the RPA and traverse it on every journey in and out. This will lead to further long term compaction of the root system on a daily basis.

The Arboricultural Report is prepared by Daniel Morris of Mor Consultancy and states it is written in accordance with BS5837. The PC's direct quotes from the British Standard document seem not to support this claim. It is noted that no qualifications

are attributed to Daniel Morris in the document, which is highly unusual. In addition a brief search on line did not reveal any information about Mor Consultancy.

The Parish Council asks the Officer for additional time such that the Parish Council can appoint its own appropriately qualified arboreal consultant to further consider this proposal.

In addition the Officer should consult the Council's Tree Officer for a further opinion.

BS5387 includes the following section on the law regarding LPA's and tree protection.

A.2 Legal protection for trees

A.2.1 The Town and Country Planning Act 1990 (as amended) [1] requires that, except in certain circumstances, "no work shall be carried out which will affect trees over a certain size which are situated in conservation areas". Six weeks' notice of intent has to be given to the local authority before the work is carried out. This provides an opportunity for the local authority to make a tree preservation order (TPO), under this Act, to protect the trees.

A.4 Legal protection for trees on development sites A.4.1 Section 197 of the Town and Country Planning Act 1990 [1] states "it shall be the duty of the local planning authority to ensure, whenever it is appropriate, that in granting planning permission for any development adequate provision is made, by the imposition of conditions, for the preservation or planting of trees". It also states that "it shall be the duty of the local planning authority to make such orders under section 198 [of the Act] as appear to the authority to be necessary in connection with the grant of such permission."

Conclusions

In the PC's view this proposal will cause significant harm to the Conservation Area by the over intensification of development within the Palavas boundary resulting in an extra dwelling which would be cramped within a tiny plot. This would be contrary to the established pattern of surrounding development.

The continual parking on and driving over the trees surviving 50% of functioning RPA will potentially cause the tree to decline and die to the detriment of the Conservation Area.

The proposal exhibits poor design, which is a material consideration in the current LDF. The three bedrooms proposed would be of interest to a family with children but the living space downstairs is inadequate. It consists of a single room with a kitchen at one end, a central dining table and lounge at the other end. Children and parents would live within this confined area and what is lacking is another family room for quiet reflection, for homework study and escape!

Cont.....

Appendix A

“Annex C (informative) Damage to trees

C.1 General

C.1.1 Trees that have good health and stability are well adapted to their surroundings. Any development activity which affects the adaptation of trees to a site could be detrimental to their health, future growth and safety. Tree species differ in their ability to tolerate change but all tend to become less tolerant after they have reached maturity or suffered previous damage or stress.

Planning and subsequent site management should aim to minimize the effect of change.

C.1.2 The part of a tree most susceptible to damage is the root system, which, because it is not immediately visible, is frequently ignored. Damage to, or death of the root system affects the health, growth, life expectancy and safety of the entire tree. The effects of such damage may only become evident several years later. Damage may be the result of a number of insignificant but compounding factors that accumulate over time.

C.2 Extent and form of the root system

C.2.1 The root system is typically concentrated within the uppermost 600 mm of the soil, although it may be deeper within the dense mass of roots and soil close to the base of the tree. Within a short distance of the stem the roots are highly branched, so as to form a network of small-diameter woody roots, which typically extend radially for a distance much greater than the height of the tree, except where impeded by unfavourable conditions. All parts of this system bear a mass of fine, non-woody absorptive roots

C.2.2 The root system does not generally show the symmetry seen in the branch system. The development of all roots is influenced by the availability of water, nutrients, oxygen and soil penetrability. As far as these conditions allow, the root system tends to develop sufficient volume and area to provide physical stability.

C.2.3 The uptake of water and mineral nutrients by the root system takes place via the fine roots, typically less than 0.5 mm diameter. Their survival and functioning — which are essential for the health of the tree as a whole — depend on the maintenance of favourable soil conditions. The fine roots are short-lived, with the majority dying each winter and with fresh ones developing in response to the needs of the tree.

C.2.4 All parts of the root system, but especially the fine roots, are vulnerable to damage. Once roots are damaged, water and nutrient uptake is restricted until new ones have grown. Mature and over-mature trees respond slowly, if at all, to damage of their woody roots.”

Ref: British Standard BS 5837:2005 Trees in relation to construction

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PO Box 228
Sevenoaks
Kent
TN13 9BY

Ref: 100303/001

Date: 23 Mar 2020

Planning Application Ref.	TM/20/00469
Address	Bowyers
Proposal	Pollard Popular Tree by 50%
Decision	Objection
Comments :	

This Poplar Tree is one of the most important trees in Wrotham because it dominates the southern part of the Conservation Area and is visible throughout St Mary's Road.

WPC is not against pollarding the tree to some degree but is concerned by the amount in this proposal. We have consulted WPC's Arboreal expert, Bob Knowkes who is of the opinion that a 50% reduction, which cuts the tree in half, could potentially cause a fatal shock to the tree.

WPC had to reduce an ancient beech tree by 50% recently but this was reluctantly carried out on safety to the public grounds. In this case it would remove most of the upper limbs of the tree, which would lose much of its mature shape. A smaller reduction of 25 – 30% should be considered, as this would not be so stressful to the tree while still maintaining the size, shape and considerable presence.

In addition the bottom 50% is heavily impacted by ivy and the opportunity should be taken to considerably reduce this.

We suggest that the Tree Officer inspects the location and makes recommendations.

