

WROTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING, HELD ON WEDNESDAY 06th April 2022 VIA ZOOM VIDEO CONFERENCE

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

In Attendance: Lesley Cox (Clerk) & Angela Boulden

1. **Apologies for absence:**

Cllr's Coffin & Betts (T&MBC Commitments) & Gillin

2. **Attendance Register**

Conference participation deemed as being present, the following declarations of interests were 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

Provider of Electrical Services to Wrotham Parish Council – all meetings Cllr S Vick

3. **Minutes**

The minutes of the meeting held on 2nd March 2022 were proposed by Cllr Rayner, seconded by Cllr Beach and agreed and signed as a correct record Cllr Rayner.

The minutes of the Planning Committee Meeting held on the 30th March 2022 were proposed by Cllr Rayner, seconded by Cllr Beach and agreed and signed as a correct record by Cllr Rayner.

4. **Public Question Time**

Mrs Boulden asked which local authority to approach to request a reduction in the speed limit through the village. Following up on a parishioner's email received earlier in the month Cllr Gillin has already raised this issue with Claire Venner from Kent Highways.

5. **Queen's Platinum Jubilee Village Street Party – Request for support**

The proposal from Cllr Rayner, seconded by Cllr Beach to loan the hall and pavilion chairs for the event and support the event financially to a maximum amount of £500.00 was agreed unanimously.

6. Date of the July WPC Meeting – 29th June 2022

Members agreed unanimously to hold the July 2022 Parish Council meeting a week earlier on the 29th June 2022 to maximise attendance.

7. Correspondence Received

KSS Air Ambulance	Request for donation Donation of £200.00 including within the 2022-2023 precept £1,800 precept remaining Previously emailed	A donation of £200.00 proposed by Cllr Denton, seconded by Cllr Mills, was agreed unanimously
KALC	KCC Strategic Statement Consultation Previously emailed KCC Enforcing moving traffic offences: Traffic Management Act 2004 – Part 6 www.kent.gov.uk/trafficmanagementact Previously emailed NALC Smaller local (parish and town) councils Issues we would like NALC to address specific to small councils Previously emailed Kent Police Neighbourhood Policing Review – Public briefing note Previously emailed	Comments to KALC Area Committee Chairman by 18 th April 2022 Consultation deadline 9 th May 2022 Reply to policycomms@nalc.gov.uk by 30 th April 2022 For Information
TMBC	Parish Partnership Panel Meeting of 26 th May 2022 will focus on the subject of general policing and anti-social behaviour Previously emailed Planning Obligation Protocol – Parish Infrastructure Statement for completion Previously emailed Members agreed unanimously to remain independent of any obligation from T&MBC S106 agreements. The Clerk to write to T&MBC	Questions to be submitted to committee.services@tmbc.gov.uk by 14 th April 2022 Completed statement to be returned to planning.obligations@tmbc.gov.uk by 16 th June 2022
Laura Finley	Old London Road – Parking and traffic speeding Previously emailed	Cllr Gillin has discussed with Kent Highways – the installation of bollards to prevent verge parking and an ATC Speed Survey to be investigated by Kent Highways. Cllr Beach to make contact with St George's School.
Graham Brown	Planning Application – 81 West Street Previously emailed Wrotham Parish Council Planning Committee consider fully all applications on their individual merit and feel this criticism unjustified	Request for an explanation of WPC objection to the proposal
Planning Resources	Planning Legal Services Directory 2022	For Information
Clerks & Councils Direct	March 2022 Issue 140	For Information

8. 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
W Richards (Z Gable)	Pavilion Security Deposit Refund	£50.00	BAC 7/03/22
Haymarket Publishing	Planning Magazine Annual Subscription	£395.00	D D 7/03/22
Information Commissioner's Officer	Data Protection Registration Annual Renewal	£35.00	D D 18/03/22
T Sales	Pavilion Deposit Refund	£50.00	BAC 21/03/22
KCC	West Street Car Park Quarterly Rent 25/03/22 – 23/06/22	£1,125.00	D D 25/03/22
Peter Barden	Litter Pick Open Spaces Maintenance – CPA Inspections / Repairs - General Clearance Tree Works Burial Ground Maintenance – General Clearance Tree Works St George's Hall Maintenance – Temporary Roof Repairs Total	188.50 318.50 110.50 19.50 £637.00	BAC 30/03/22
Lesley Cox	Salary March 22 deductions includes pension contribution & NALC 2021 pay award backdated to April 2021 Telephone Total	2,441.25 20.00 £2,461.25	BAC
HM Revenue & Custom	PAYE / NI March 22 incl as above	£1,106.84	BAC
KCC Pension Fund	Pension Contribution March 22 incl as above	£1,207.53	BAC
Borough Green PC **	Skate Park Weekdays – Saturday Inspections March 22	£105.84	BAC
Kevin Holt	Ground Maintenance Works March 2022 Incl £25.25 of materials	£565.25	BAC
Four Seasons Gardens Ltd *	Grounds Maintenance Contract 1 st Instalment 2022/23	£416.93	BAC
Assured Water Hygiene *	Pavilion Salt x 8 delivered on 17 th March 22	£115.00	BAC
NKCS *	Contract Cleaning February 2022 St George's Hall to contribute	£719.62	BAC
OTS *	Churchyard Large Sycamore - Fell Small Dead Sycamore – Fell Sycamore causing damage to wall – Fell Total	2,820.00 240.00 780.00 £3,840.00	BAC
Cornerstone Barristers *	Dr Ashley Bowes fees Moto 24hr HGV Stop	£2,400.00	BAC

Wrotham Arts Festival	Donation Agreed 2 nd March 2022	£500.00	BAC
KCC *	Annual Fire Extinguisher Maintenance	£70.80	BAC
Metro Bank Account Transfer	Pavilion Maintenance Materials * Defibrillator Replacement Charge Pack (On back order) * Fasthosts – Generic Email * Open Spaces Maintenance Materials * Account Fee Total	31.97 100.10 12.00 38.82 6.90 £189.79	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 2nd March 2021

Haymarket Publishing	Planning Magazine Annual Subscription	£395.00	07/03/22
Eon Next	Electricity	£111.96	17/03/22
Eon Next	Pavilion Gas	£125.76	
EDF Energy	Multi-Court Electricity	£10.20	18/03/22
ICO	Annual Data Protection Certificate	£35.00	
BT Group	Parish Email	£7.50	22/03/22
KCC	West Street Car Rental	£1,125.00	25/03/22
T&MBC	West Car Park Non-Domestic Rates	£129.45	01/04/22

ii. Bank Reconciliation for sign off

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

BANK ACCOUNT BALANCES as at 05th March 22

ACCOUNT	BALANCE
Current	£50.00
Business Reserve	£3,691.42
Business Savings	£13,219.54
Community Skate Park	£1.00
CCLA Parish Fund	£40,265.66
CCLA Community Fund	£95,986.06
Metro Bank	£978.70
TOTAL	£154,192.38

9. Date of next Parish Council Meeting

The date for the next meeting was proposed for the 4th May 2022, the date for the interim planning meeting to be advised.

10. Planning Committee to Consider

1. Applications received

Application Number	Address	Details	Parish Council Recommendation

i. Notifications of Decisions

Application	Address	Details	Decision
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Number			
TM/22/00095/FL	Ivy Hall Farmhouse St Marys Road	Replacement of the existing conservatory with a more permanent structure. Upgrade the insulation and functionality of the adjoining wc and store room. Works to the interior of the utility room. New kitchen door. Replacement of the outside store polycarbonate roof with a glazed roof and a new window	Approved on 5 th April 2022
TM/22/00096/LB		LBA: As Above	Approved on 5 th April 2022
TM/21/02648/OAEA	Land Part Of Wrotham Water Farm Off London Road	Outline Application: Construction of a secure 24-hour truck stop facility for up to 200 HGVs incorporating fuel station; amenity building of up to 1100 sqm; creation of new access to A20 via roundabout; landscaping, and other associated works	Refuse on 5 th April 2022

2. Correspondence Received

The meeting closed at 7.33pm

.....Chairman

.....Date