

WROTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING, HELD ON WEDNESDAY 29th June 2022. In the Wrotham Pavilion TN15 7AH

Present: P Gillin, H Rayner (Meeting Chairman), C Mills, S Vick & Mrs B Jackson

In Attendance: Lesley Cox (Clerk), & Jason Butler

1. **Apologies for absence:**

Cllr Coffin & Betts (T&MBC Commitments)

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'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 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 1st June 2022, proposed by Cllr Rayner seconded by Cllr Vick, and agreed and signed as a correct record by the Chairman.

The chairman added the agenda item below under 3.5 as omitted from the published agenda.

3.5 Reports from PCSO and or Community Warden

PCSO Mark Thomas was unable to positively identify the youths captured on the CPA CCTV following the incident of Anti-Social Behaviour witness by a local resident. However, following earlier incidents several Notices of Potential Tenancy Termination have been issued to parents of youths previously caught misbehaving, and more letters are scheduled. The village is noticeably quieter as a result.

4. **Public Question Time**

Jason Butler raised the problem with weeds and overhanging vegetation in the alleyway connecting the High Steet and West Street. Although keeping the area weed free fall

under the responsibility of T&MBC it was agreed that the area would be sprayed by WPC contractor. WPC in a quasi-judicial capacity to issue notices to the landowners responsible for the overhanging vegetation.

5. CPA CCTV - Remote Interrogation

Cllr's Denton & Vick to cost higher definition cameras and the additional equipment required to enable remote interrogation. August agenda item.

6. Whitehill Hay Barn – Unconsented Ground Works

Cllr Gillin tasked with a watching brief and given a mandate to report immediately to T&MBC planning enforcement should the current permitted use be violated.

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

County Councillor Harry Rayner

KCC has come under pressure on the extent of the proposed cuts to bus subsidies for local services. The proposal is now to cut subsidies by £2.2m being a 1/3 of the original £6.6m budget cuts suggested by KCC.

Route 222 through Wrotham will be cut by 4 journeys a day Monday – Friday, with only the school runs remaining and all services on Saturday.

Route 58 Wrotham Heath to Maidstone Hospital is to be withdrawn.

S4 Wrotham to Sevenoaks Schools will continue.

With all the proposed changes it is still open to the operators to continue services without the KCC subsidy.

KCC has lost the legal dispute in respect of the right of access over the West Street car park by an adjacent landowner and there is now a Grant of Easement over the car park to the neighbouring property in place.

Wrotham Parish Council can now do either of the following in respect of the car park

- Continue running with the inherited T&MBC lease
- Seek a new lease between WPC & KCC with longer terms
- Negotiate the purchase if asking price is reasonable.

The installation of electric car charging points cannot be progressed under the terms of the current lease.

KCC Highways Improvement Team has undergone a restructure, resulting in the loss to parishes of dedicated officers. Contact is now via a generic email to the scheme, planning and delivery team. The loss of Claire Venner through this restructure is likely to impact on WPC proposals for the bus shelter and traffic calming on Old London Road.

WPC has been notified by email that KCC now intends to take over the permanent closure of the Nepicar Layby and cover the works required from Kents Highway Operations Team budget. The underlying reason behind this change of direction is of concern. Agenda item for August.

8. Reports from various Committees

Grounds

The site of Beacon No 2 in St George's Churchyard has been cleared and the area reseeded.

Buildings

No Report

Highways

UK Power Networks has agreed to cover the cost of upgrading all the unsafe pole brackets except for 4. Mike Mills of Lighting Efficiency Design is going to produce a budget for WPC to consider before putting together the tender document for the project.

WPC has received no update from KCC on their proposal to install bollards to prevent parking outside St George's Primary School and the promised speed monitoring survey on Old London Road, Cllr Gillin to contact Bradley Short of KCC who provided the design.

Crime & Disorder

No Report

Finance

No Report

Planning

The minutes of the Planning Committee Meeting held on the 22nd June 22 were proposed by Cllr Rayner, seconded by Cllr Mills, agreed, and signed as a correct record by the Chairman.

Skate Park

Barry Cox of KAS Welding has put forward a deal to undertake the welding work at the Skatepark. Cllr Gillin to follow up.

Website

No Report

Climate Change Strategy

No Report

Youth

No Report

KALC

No Report

PPP

No Report

CPRE

No Report

9. Correspondence Received

KCC	Notification – Grant of Easement over Public Car Park, Wrotham to neighbouring property Previously emailed MR247B Certification Notice, MR247B Confirmed Order (Restricted Byway MR247B (Part), Wrotham. Public Path Diversion and Definitive Map and Statement Modification Order 2020	For Information Covered earlier in the agenda For Information
T&MBC	Licensing Services – Tonbridge & Malling Street Trading Consultation 2022 https://www.tmbc.gov.uk/licensing/street-trading-consultation Previously emailed Tonbridge & Malling Review of Polling District/Places/Station 2022 https://www.tmbc.gov.uk/voting-elections/review-polling-districts-places Previously emailed	Online consultation deadline 29 th August 2022 at 11.45pm deferred to August meeting Online consultation deadline 21 st August 2022. St George's Hall remains on the list.
WMS	Physio Control Charge-Pak for CR+ Defibrillator – order	Decision on the purchase

	cancellation Previously emailed	of a replacement unit. Clerk to obtain prices. August agenda item
C Bartlett	Hire of St George's Hall – Musical Event Review of the current hire rate for non-village, semi-professional organisations	Agreed in principle – August agenda item

10. 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
A Hicks	Pavilion Security Deposit Refund	£50.00	BAC 07/06/22
S Cole	Pavilion Security Deposit Refund	£50.00	08/06/22
A G Duffy	S137 Jubilee Party Tablecloths	£57.88	BAC 08/06/22
L Chappell	S137 Jubilee Party DJ Services	£100.00	10/06/22
V Shotter	Pavilion Security Deposit Refund	£50.00	15/06/22
K Yarnold	Pavilion Security Deposit Refund	£50.00	15/06/22
KCC	West Street Car Park Quarterly Rental 24 06 22 – 28 09 22	£1,125.00	D D 24/06/22
Peter Barden	Litter Pick Open Spaces Maintenance – CPA Inspection/Repairs/ Graffiti Removal – Wasp Nest Removal – Identifying Water Leak Public Toilets – General Clearance – Pavilion Bank Shrubs Burial Ground Maintenance – Gate Repair Keys Cut x 2 – receipt attached Leaf Blower Repair – receipt attached Total	188.50 338.00 13.00 12.00 55.00 £606.50	BAC
Lesley Cox	Salary June 22 deductions include pension contribution. Telephone Total	2,118.79 20.00 £2,138.79	BAC
HM Revenue & Custom	PAYE / NI June 22	£941.71	BAC
KCC Pension Fund	Pension Contribution June 22	£1,038.22	BAC
Borough Green PC **	Skate Park Weekdays – Saturday Inspections June 22	£94.08	BAC
Kevin Holt	Ground Maintenance Works June 2022 Materials receipt attached Grass Seed receipt attached Total	840.00 8.86 25.00 £873.86	BAC
Four Seasons Gardens Ltd *	Grounds Maintenance Contract 4 th Instalment 2022/23	£416.93	BAC
Assured Water Hygiene *	Pavilion Salt x 8 delivered on 10 th June 22	£92.00	BAC
Streetlights *	Quarterly Camera Clean CPA	£49.50	BAC
Metro Bank Account	Jubilee Street Party Purchases S137 Amazon Vouchers (Raffle Prizes)	30.00	BAC

Transfer	Microsoft 365 Annual Subscription *	79.99	
	Gritter Tracker Unit + 3yr Subscription *	648.00	
	CPA Maintenance – Materials *	40.96	
	Fasthosts – Generic Email *	12.00	
	Replacement Phone System *	99.99	
	CPA Replacement Reinforced Aerial Cableway Zip Wire x2 / Basketball Net x 2 *	141.60	
	June Account Top Up	(300.00)	
	Account Fee	7.50	
	Total	£760.04	

* 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 1st June 22

EDF Energy	Multi-Court Electricity	£9.00	15/06/22
T&MBC	Burial Ground Rates	£52.00	20/06/22
Eon Next	Pavilion Gas	£60.02	21/06/22
Eon Next	Pavilion Electricity	£139.88	
Npower	Unmetered Streetlight Supply	£338.75	
BT Group	Parish Email	£7.50	22/06/22
Castle Water	Pavilion Metered Water	£80.26	23/06/22
KCC	West Street Quarterly Rental	£1,125.00	24/06/22

ii. Bank Reconciliation for sign off

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

BANK ACCOUNT BALANCES as at 01st June 2022

ACCOUNT	BALANCE
Current	£70.00
Business Reserve	£10,367.11
Business Savings	£48,227.52
Community Skate Park	£1.00
CCLA Parish Fund	£40,312.49
CCLA Community Fund	£121,095.38
Metro Account	£
TOTAL	£214,783.34

11. Date of next Parish Council Meeting

The date for the next meeting was proposed for the 3rd August 2022 to be held in the Wrotham Pavilion at 7.30pm, with the date for the interim planning meeting to be advised.

12. Planning Committee to Consider

1. Applications received

Application Number	Address	Details	Parish Council Recommendation
TM/22/01309/AT	Unit 5 Oakdene Trade Park London Road	Non-illuminated x 1 folded aluminium fascia panel 2900x1200mm	No Objections

i. Notifications of Decisions

Application Number	Address	Details	Decision
TM/22/00968/FL	Luetta 7 Borough	Proposed two storey	Approved on 27 th

	Green Road	side/front extension and conversion of existing roofspace to habitable room including new rear dormer	June 2022
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2. Correspondence Received

T&MBC Planning B Lists

The meeting closed at 8.30pm

.....Chairman

.....Date