

Present: Cllr B Hughes (Chairman), Cllrs. J Bailey, J Broad, Mrs J Lucas J Phillips, S Perry, Miss L Robinson, Miss F Wakefield, C Willsher, Mrs B Woodhams PC D Allen

Apologies: Mrs J Lazarus, T&MBCllrs, D Evans, Mrs J Harrison, Mrs S Murray
There were 2 members of the public in attendance.

Declarations of interest: Mrs J Lucas item 44 Planning – r/o 18&19 Crow Hill
Mrs F Wakefield – item 47 Christmas lighting

Action

42. **Minutes** of the meeting 3 July 2006 were signed as a true record.

43. **Matters Arising**

32.25 Further information regarding Speedwatch is still awaited.

34 Waste collection facility Borough Green Station: a letter from T&MBC was read. Noted that improvements are being considered.

34 It was reported that levels of cancer and leukaemia in the T&M area are relatively small compared with other areas in the country. Written confirmation is awaited.

Chairman proposed that PC D Allen be invited to report. Agreed. Noted that there was no increase in crime in Borough Green during July and some investigations have been concluded satisfactorily.

The council agreed to PC Daphne Allen riding her bicycle through the Recreation Ground in the course of urgent business as and when necessary. It was confirmed that generally, public cycling is permitted on byways and bridleways but not on footpaths.

44. **Planning Matters**

TM/06/0025 Retrospective application – installation of leachate storage tank + associated ancillary infrastructure and equipment – Stangate Landfill site. No observations.

TM/06/1618 Replacement windows – 49 High Street. No observations.

TM/06/1770 Erection of summerhouse/shed – 55 Wrotham Road. No observations.

TM/06/1827 Conversion of part of garage to office – 4 Tillmans. No observations.

TM/06/1901 Change of use: office to dwelling+porch – 9 Quarry Hill Rd. No observations

TM/06/1953 Loft conversion – 40 Crowhurst Road. No observations.

TM/06/2257 Office extension–1 Quarry Hill Road. No observations but incorrect site plan

TM/06/2317 Landscaping & storage/screening of refuse – development r/o 2 Maidstone Rd: 1. Unsuitable for bins to be stored against neighbour's wall. More suitable to locate within the site. Query responsibility for keeping the area clean/tidy. 2. Area shown is not large enough for 5 x 2 bins + boxes + those for conversion of the house into 2 flats. 3. Above concerns also apply to temporary bin storage area.

TM/06/2319 Chalet bungalow - r/o 18&19 Crow Hill. Chairman summarised letters of objections from residents. Agreed objections: 1. Unsuitable access from Sandy Ridge, both short and long-term, with constant parked cars incl. turning circle. 2. High ground level makes it intrusive for houses in Sandy Ridge 3. Out-of-character with houses in Sandy Ridge. 4. Over-intensification of site. 5. Concern about safety of pedestrians from additional traffic movements 6. Query ownership of hedge proposed for removal 7. Concern about lack of privacy to occupants of houses in Sandy Ridge. 8. Telegraph pole sited at access to site.

TM/06/2328 Retrospective application: change of use to taxi business – Unit 16 Bourne Enterprise Centre. No observations.

TM/06/2346 Loft conversion – Waterside Cottage, Basted. No observations.

TM/06/2352 Outline application for additional dwelling land adj. 47A Annetts Hall.

Objections: 1. Backland development 2. Dangerous access 3. Concern about potential noise nuisance to no 47 from traffic passing to 47a.

TM/06/2388 Outline application–redevelopment 5 dwellings minimum – 45 Maidstone Rd
Objections: If the planning authority is mindful to approve -5 dwellings should be 'maximum'.

1. Unsuitable and already difficult access at j/o A25/Station Road: Hill View is a narrow cul-de-sac with no pavements, heavily used by pedestrians/schoolchildren. Considered 'irresponsible' to build more houses at this location. 2. Noted that this site was specifically removed from areas identified for development - 'Preferred Options Report'. 3. Extreme concern that existing infrastructure, particularly water, sewerage, electrical + roads – will not support developments of this size and nature. Strongly considered that these should be adequately provided before any further developments such as this are approved.

Decisions

TM/05/3570 Outline application: residential develop. 20/22 Wrotham Rd. Perm. refused.
 TM/06/0694 Air conditioning units – Unit 4 Station Court Approach. Permission granted.
 TM/06/0922 Detached house –r/o 1/2 Crow Hill. Permission refused.
 TM/06/1269 Residential redevelopment –7 Quarry Hill Road. Permission refused.
 TM/06/1390 Extension – 65 The Crescent. Permission granted.
 TM/06/1413 Tennis court/bowling net amendments– 82 Crouch Lane. Permission granted
 TM/06/1668 LDC Loft conversion – 5 Black Horse Mews. Permission refused.
 TM/06/1757 Materials – residential development, 2 Maidstone Rd. Details approved.
 TM/06/1768 Extension & re-pitch roof –72 Crouch Lane. Permission granted.
 TM/06/1855 Tree surgery – 14 Abbott Road. Permission granted.
 28 Quarry Hill Road - Alleged breach of planning control re alleged unauthorised building works: no breach found, no action to be taken.

45. **Oral reports from Members and Clerk**

An offer of some native species trees has been received. Agreed that members will consider a suitable location for planting, particularly at the Recreation Ground: row between the children's play area/field.

All

Cllr Willsher is considering possible funding options available for resurfacing the tennis courts and is obtaining an updated quotation.

CW

As a result of the new refuse collection arrangements, there is now concern about problems of insects breeding in bins during hot weather, as a result of storing refuse for two weeks. T&MBC will be consulted.

Cllr Perry will continue to work with Mr Stephens to generally tidy-up and improve the Parish Council's websites.

SP

Chairman and Cllr Mrs Woodhams will be in attendance at Parish Office 10-12 noon Saturday 2 September 2006.

BH/BW

All Councillors will consider possible schemes, with costings, for a T&MBC Special Works Grant 2007/08: for discussion at the next meeting.

All

A letter of thanks was received from the Church of the Good Shepherd for the council's floral display at the recent Flower Festival. Chairman expressed thanks to Cllr Mrs Wakefield for her work.

46. **Correspondence****Noted:**

Kent Police Summary of Policing Plan 2006
 Wrotham PC Skate Park BBQ 26/7/06 (Copies to Cllrs Perry & Mrs Lazarus
 The Local Channel The Local Column (copies to all Cllrs)
 Kent Design Kent Design Guide (passed to Cllr Willsher)
 KCC Annual Plan 2006/07
 KCC Mapping out the Future: Adoption of Kent & Medway Structure Plan '06
 T&MBC Minutes of the Joint Transportation Board meeting 12/6/06
 KCC Local Govt. Pension Scheme: newsletters, guidance & changes
 T&MBC PPP meeting 14/09/06 (copies to Cllrs Hughes & Willsher)
 SE Rural Towns Newsletter
 KCC Public consultation period 26/7/06 – 4/10/06 re: 1. Kent Waste Develop. Framework – Spatial Options 2. Kent Joint Municipal Waste Management – Headline Strategy
 BMPOS Minutes of Annual Meeting 11/5/06
 SLCC Annual conference
 NALC Local Council Review July 2006
 KCC 'Trails' publications
 KCC Funding opportunities: Big Lottery Fund; External Funding Team; 'Inside Track' funding news; Copy BGVHMC response (copies of all to Cllr Willsher)
 M Taylor T&M Youth Agreement 2006 – 2008 (Copies to all Cllrs)
 T&MBC Cycling Development
 J McWilliam Fields to r/o Tolsey Mead (copies to all Cllrs)
 T&MBC Playscheme 2006 – available places

BH/CW

Correspondence (Continued)

Kent Fire & Rescue Service - Service Performance Plan: Chairman summarised. Website at www.kent.fire-uk.org noted.

Kent Highways - Maintenance spreadsheet July 2006 (copies to all Cllrs): Agreed to resubmit request for more substantial bollards r/o Fairfield Rd/Wrotham Rd and replacements in other potentially dangerous locations. Completion of resurfacing works The Crescent and traffic calming measures The Crescent and Wye Road will be requested.

There are still concerns about flooding o/s the entrance to the Village Hall car park and gradual infilling of drainage gratings across the High St footways.

T&MBC - Further response from Director of Plg & Transportation re. PC concerns about inadequate infrastructure for higher density residential developments in Borough Green + report from Scrutiny Cttee: water supply and conservation (copies of report to all Cllrs). There is still concern that not all the issues have been addressed. After discussion agreed to obtain further information from the water authorities.

There then followed the period for public consultation:

Further comments were received about the T&M Youth Agreement 2006 – 2008.

Chairman confirmed that maintenance of hedge fronting Tollgate has been referred to Kent Highways and the Housing Assn.

47. **Christmas Lighting**

T&MBC advised of a High Street road closure request for the switching-on of the Christmas lights Saturday 25 November 2006 13.00 – 18.30hrs. Noted but following discussion, agreed to suggest that this event be switched to a Sunday from next year to enable more people to attend and avoid the need for local shops to close.

'T&MBC Scrutiny Review of Christmas Lighting – Proposals for Change' noted.

48. **Crime & Disorder Reduction Partnership**

Wrotham Parish Council has given its support to working with Borough Green and other authorities to address local problems of anti-social behaviour. After discussion, agreed it is envisaged that the new committee will be independent of the parish councils, consist of no more than 6 members and will take the form of a discussion group rather than a formal body. Agreed that Cllrs Broad and Miss Robinson will meet with representatives of Wrotham to discuss and progress this initiative.

JBr/LR

49. **Recreation Grounds****Recreation Ground**

Clerk outlined problems experienced with the collection of money for hire of the tennis courts and reported a shortage of £125.54 takings at the Esso garage collection point. Chairman proposed agreement to new arrangements at NISA Stores, High Street. Agreed.

Agreed to accept advice received from Landscape Services that damaged fencing panels to the Ball Park are not replaced.

Agreed that spare paving slabs can be utilised at (a) base of pavilion between steps and footpath (b) field side by both bridges across stream.

Chairman proposed that a quotation in the sum of £350 + VAT from SE Wilson Tree Surgery for reduction and removal of dead wood from an Oak tree r/o Black Horse Mews be accepted. Agreed.

T&MBC is investigating possible unauthorised encroachment of Parish Council land r/o 5 Black Horse Mews. Clerk has furnished the authority with relevant past information. Await further report.

Cllr Willsher proposed that a quotation in the sum of £300 from J Lawrenson for cutting the beech hedge fronting the ground be accepted. Agreed.

Refuse collection arrangements: a reply from T&MBC was read. Agreed to continue with existing collection point arrangements using a larger capacity bin.

Dog waste bin: A reply from T&MBC was read. Agreed to request that the new bin be sited by the Ball Park.

All members had received copies of a letter from a resident concerning an unauthorised fire on the Recreation Ground. The Parish Council confirmed that it has not sanctioned, and is unlikely to sanction, the lighting of any type of fire, by a member of the public.

Potters Mede

Cllr Perry proposed that an estimate in the sum of £361 + VAT from Chestnut Products Ltd be accepted for repairs/replacement fencing fronting Potters Mede site. Seconded by Cllr Broad. Agreed. Further agreed to obtain advice for an alternative style of fencing between the two car park areas.

Recreation Grounds (Continued)**Potters Mede (Continued)**

Following an emergency call-out to clear blocked drains, agreed to obtain further advice and costing for re-building collapsing inspection chambers.

Noted that BGFC has not yet confirmed its wish to use Potters Mede facilities next season. Use of field for pre-season games by United Football Club agreed. In response to requests from the football clubs, Chairman proposed that next season's rental charge be held at £300/pitch although an increase to £400 is likely to be charged 2007/08. Seconded by Cllr Broad. Agreed.

Clerk advised of this year's demand for 'Temporary Events Licences' against number permitted. Cllr Perry offered to undertake training for Designated Premises Supervisor if required. Agreed to reconsider this at a later date.

All members had received copies of a letter from a recent hirer: Members expressed concern about complaints received and, after discussion, Cllr Bailey proposed that a full refund be made. Seconded by Cllr Mrs Woodhams. Agreed.

50. **Grounds maintenance staff**

Following discussion under item 52 of the PC agenda July 2006, all Cllrs had agreed and received copies of a reply sent to the Groundsman. Clerk confirmed that the increase in staffing costs referred to at a previous meeting related to the aggregate for all BGPC employees plus employment of an additional member of staff and extended hours of another at the Recreation Ground. Agreed that the council is satisfied it is not acting with any prejudice regarding levels of salaries, and payments reflect posts and levels of responsibility. Salaries are reviewed annually at the budget meeting and there is no planned reduction in the working force. Chairman proposed that all the forgoing be ratified. Agreed. Further agreed that Clerk will arrange joint staff meetings approx monthly or as necessary

51. **Cheques for Signature****Auto-Pay**

£635.63 R Springett - Asst. Groundsman 1/7 - 31/7/06
 £1128.08 H Damiral - Clerk July 2006
 £429.08 W Austin - Caretaker/Groundsman 1/7 - 31/7/06
 £249.20 M Taylor – Groundsman 1/7 –31/7/06
 £395.83 KCC – Superannuation July 2006
 £298.00 T&MBC – Rates Potters Mede August 2006
 £51.00 T&MBC – Rates Recreation Ground August 2006
 £261.90 EDF Energy – Street lighting supply June 2006
 £1104.04 EDF Energy – Street lighting maintenance – Village Hall car park
 £123.38 KCC – Playground inspections April-July 2006
 £60.00 J Stephens – Websites maintenance July 2006
 £189.00 BGVHMC – Hire of hall Aug-Dec 2006, Pop-In
 £18.78 Kent Aluminium – Maintenance materials Potters Mede & Rec.Gd.
 £1055.15 KCC – Mowing Rec Gd/P Mede (1/2 year)
 £261.90 EDF Energy – Street lighting supply July 2006

£2037.45 Simmonds of Wrotham – Phase 2 improvement works, Potters Mede
 £324.30 Simmonds of Wrotham – Replacement water heater, Potters Mede
 £35.00 Information Commissioner – Data Protection entry fee 2006/07
 £53.45 LexisNexis – Publication: Local Council Administration
 £267.98 Cash – Petty cash + tel rental + Broadband April – June 2006
 £95.00 J Lawrenson – Hedge cutting, Recreation Ground
 £294.71 Wrotham Parish Council – Skate Pk contribution: construction & maintenance
 £176.25 Rota-Rod – Drainage works, Potters Mede
 £659.18 Peter Wellard (Electrical Services) – Annual inspections
 £1014.39 Cripps Harries Hall LLP – Solicitor's fees, 'Ingleside' Right of Way, Rec.Gd.

Proposed by Cllr Perry seconded by Cllr Broad that the above cheques be paid.
 Agreed.

52. **Resolved to enter into committee**

Clerk's holiday period January 2007 agreed.

Agreed that the January Parish Council meeting will be held on 2 January 2007.

All