

**MINUTES OF THE CHIDDINGSTONE PARISH COUNCIL MEETING HELD ON
WEDNESDAY 20TH MARCH 2019 AT 7.30PM IN CHIDDINGSTONE CAUSEWAY VILLAGE HALL**

Present: Cllr R. Streatfeild (Chairman), Cllr A. Baker, Cllr P. Myers, Cllr Mrs M. Quirk and Cllr J. Roper
Apologies: Cllr I. Durrant, Cllr J. Menges, Cllr H. Williams and County & District Cllr P. Lake
In attendance: Mrs L. Kleinschmidt (Clerk). District Cllr Mrs S. Coleman attended the Open Session only.

Open Session

Report by District Cllr Mrs Coleman

District Cllr Mrs Coleman reported that she has been tracking the Neverworld Premises Licence application, which was submitted but was returned as invalid. The officer has advised that this year's application is better than last year's. SDC has circulated a press release about a free micro-chipping service for dogs to take place in Swanley. D.Cllr Mrs Coleman asked whether the Parish Council would like her to try and arrange a similar event in this area, and members agreed. D.Cllr Mrs Coleman reported that Matthew Dickins, who is SDC member for Cowden and Hever, has said that SDC will help publicise all litter picking events held under the Great British Spring Clean initiative. District Cllr Mrs Coleman left the meeting at 7.32pm.

Closed Session

- 145. Apologies for absence** were received from Cllr Durrant, Cllr Menges and Cllr Williams and their reasons for absence were accepted by members. Apologies for absence were also received from County & District Cllr Lake.
- 146. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**
None.
- 147. The minutes of the Chiddingstone Parish Council Meeting held on 20th February 2019** were approved and duly signed. Proposed by Cllr Roper, seconded by Cllr Mrs Quirk and all were in favour.
- 148. To discuss District and Parish Elections to be held on 2nd May 2019**
The Clerk advised that candidates have to deliver their nomination form by hand to SDC before the deadline of 4pm on Wednesday 3rd April 2019. Local Government Minister, Rishi Sunak MP wrote to leaders of local authorities on 7 March drawing attention to changes that the government has introduced to the rule applying to local government elections, which are now in force. The legislation is to remove the requirement for candidates standing as local councillors to have their home addresses published on the ballot paper.
- Important Dates:**
Publication of Notice of Election - Wednesday 20 March 2019
Nominations open - Thursday 21 March 2019 – 10am
Nominations close - Wednesday 3 April 2019 – 4pm
Deadline for a candidate to withdraw - Wednesday 3 April 2019 – 4pm
Deadline to appoint Election Agents - Wednesday 3 April 2019 – 4pm
Publication of Statement of Persons Nominated - Thursday 4 April 2019
Appointment of Poll and Count Agents deadline - Thursday 25 April 2019
Election Day – Thursday 2 May 2019 - 7am to 10pm

149. To review and update Standing Orders and Finance Regulations

- i. Members discussed updates to the Standing Orders to reflect the change in Parish Council meeting day from the third Wednesday of the month to the third Tuesday of the month, and to remove Bore Place as a meeting venue.
- ii. Members discussed update to the Finance Regulations to reflect that online banking is now set up. Cllr Baker proposed that these two amendments be approved, this was seconded by Cllr Roper and all were in favour.

150. To consider and update Risk Assessment

Members discussed and approved the updated Risk Assessment.

151. Planning:

i. To consider planning applications received

- i. SE/19/00569/LDCPR: Land south of Chequers Hill Cottages, Chequers Hill, Bough Beech TN8 7PB - resurfacing car parking area. This application was submitted by the Parish Council, and members supported the application.
- ii. SE/18/03952/HOUSE: Hoath Hall, Chiddingstone Hoath TN8 7DD - demolition of existing porch. Erection of a larger porch. Alterations to fenestration. Members supported this application.
- iii. SE/19/00706/HOUSE: Lockskinners Barn, Lockskinners, Chiddingstone TN8 7NA – single storey link extension and alterations to the roof of the cow shed. Cllr Mrs Quirk undertook to consider the application and forward comments onto the Planning Committee.

ii. To report SDC notifications of planning decisions

- SE/18/03832/HOUSE: Coles Farm, Bore Place Road, Chiddingstone: demolition of existing entrance porch, utility / bedroom (front part), canopy and rear lobby. New basement, addition to the existing kitchen, first floor addition to enlarge a bedroom and bathroom, associated landscaping works. Application approved.
- SE/18/03583/HOUSE: Park Cottage, Wellers Town Road, Chiddingstone Hoath: single storey side extension to provide utility room. Application approved.
- SE/18/03911/FUL and 18/03912/LBCALT: Chiddingstone Castle, Hill Hoath Road, Chiddingstone: replacement and construction of a picket fence to secure the playground area. Application approved.

iii. To discuss any updates regarding the Sevenoaks District Council Draft Local Plan

The Clerk reported that SDC is holding an Extraordinary Meeting on 26th March to discuss the outcome of the Regulation 19 consultation process for the Proposed Submission Version of the Sevenoaks District Council Local Plan, which was undertaken during the period 18th December 2018 to 3rd February 2019.

The Regulation 19 consultation focussed on whether the Local Plan met the specific tests set out in the Government's National Planning Policy Framework (NPPF) – these are whether the Plan is legally compliant with the relevant planning legislation, met the requirements of the Duty to Cooperate and also the specific tests of 'soundness'. The tests of soundness, as set out in the NPPF, state that Local Plans should be:

- a) Positively prepared – providing a strategy which, as a minimum, seeks to meet the area's objectively assessed needs; and is informed by agreements with other authorities, so that unmet need from neighbouring areas is accommodated where it is practical to do so and is consistent with achieving sustainable development
- b) Justified – an appropriate strategy, taking into account the reasonable alternatives, and based on proportionate evidence
- c) Effective – deliverable over the plan period, and based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground; and
- d) Consistent with national policy – enabling the delivery of sustainable development in accordance with the policies in this Framework.

At the Extraordinary Meeting SDC members' approval will be sought for the submission of the same Proposed Submission Version of the Local Plan that was approved by Cabinet in December. The Local Plan is based on a development strategy that focuses first on building within existing towns and villages, prioritises brownfield or previously developed land and only considers building on greenfield Green Belt land where there are compelling exceptional circumstances. This version of the Plan was published on the basis that it was sound, legally compliant and prepared in accordance with the Duty to Cooperate. Government Planning regulations provide limited scope for local authorities to make changes to the Regulation 19 documents prior to submission. Further changes to the documents themselves would, at this stage, almost certainly result in a need for a further round of public consultation before submission could take place. The estimated timescale for the examination is anticipated to be: Submission – April 2019, Examination hearing sessions - Autumn/Winter 2019, Adoption by the Council - Spring/Summer 2020

152. Licensing:

The Clerk reported that Licensing Officer Michael Moss has emailed to say: “Neverworld submitted an application last week – but it was returned for some amendments (as it was invalid); however don’t take that as a bad sign, in all, it looks a lot better than last year’s submission so we are certainly moving in the right direction. I should be in touch very soon as I am hoping to have the valid application very soon.”

153. Finance

i. To discuss applications for grants

The Clerk reported that the Grants Budget for 2018/19 was £1,500. The Parish Council has already given a grant of £250 on the Literacy Festival sponsorship. Therefore, there is £1,250 available in the budget. The Grants Budget for next year, 2019/20, is £1,800.

(i) Stonewall Park Cricket Club: grant towards purchase sightscreens. Cost £1,900 + VAT.
Members agreed to give a grant of £625.

(ii) Chiddingstone Causeway Stoolball Club: grant towards:
New flooring in the pavilion. Cost: £1,750 / £1,600
New urn. Cost: £63
New fridge. Cost: £180
Landscape Services increased charge for cutting green. Cost £602 + VAT
Members agreed to give a grant of £625.

(iii) Chiddingstone Sports Association: grant towards:
Formation of junior cricket club. Cost £5,000-£6,000
Refit of toilets and showers. Cost £15,000
General refurbishment of Pavilion. Cost: £5,000
Cllr Streatfeild declared an NPI in this matter. Members had the following comments:
i. the structure of the Sports Association has not changed enough to warrant a further grant from the Parish Council at this time.
ii. members felt that the figures quoted were too vague, copies of quotes would be required.
iii. if Chiddingstone Cricket Club make an application for a grant towards the costs associated with the junior cricket club, this would be considered favourably.

(iv) Chiddingstone Badgers Rugby Football Club: grant towards
Mobile temporary lights. Cost: £4,000
Sea Container. Cost: £2,000
Ground works for sea container. Cost: £500
Note: Timings of use of mobile lighting would be 7pm to 9pm in winter (Oct-Mar)
Chiddingstone School could use lights for touch rugby.
Chiddingstone Sports Association have refused the Badgers request for lighting due to concerns raised by residents in the past to lighting on the tennis courts.
Members had the following comments:
i. the Badgers will need to have a formal constitution before the Parish Council can award a grant
ii. prior approval would be required from the Sports Association for the mobile lights.

Members agreed that all groups would be welcome to submit another application for a grant in the new financial year commencing 1st April.

ii. To hear update regarding the Parish Council’s new bank account

The Clerk reported that the Lloyds Bank accounts have now been closed and funds have been transferred to the Unity Trust Bank.

iii. To approve signature of new direct debit mandates for PWLB, BT and CHCIC

The Clerk reported that the direct debits and standing orders were transferred over from Lloyds Bank and therefore new mandates are not required.

iv. To approve expenditure relating to new defibrillator pads required for the Chiddingstone defibrillator

The Clerk reported that two new adult pads and one new child pad will cost £183.95 + VAT. Members approved the expenditure.

- v. To discuss district-wide precept and council tax tables
The Clerk circulated the tables which show that Chiddingstone has the 5th lowest precept in the district for 2019/20 at £38,755. On the list of Band D rates in the district, Chiddingstone came 18th out of 31 parishes, so just under half way. Chiddingstone's Band D rate will be £64.31 and the average in the district is £86.96.
- vi. The Clerk reported that Leigh Parish Council has paid £590.82 being its contribution of half the Clerk's office costs.
- vii. To approve list of payments
Cllr Baker proposed that the list of payments be approved, this was seconded by Cllr Myers and all were in favour.

154. Affordable Housing provision in the parish

- i. To hear update regarding the Chiddingstone Affordable Housing Scheme
The Clerk reported that initial drawings of the proposed schemes at the sites in Bough Beech and Chiddingstone Causeway have been submitted, which members considered and agreed comments to be fed back to ERHA.
- ii. To discuss recent flooding issues at Redleaf Close
 - i. The Clerk reported that the pond belongs to The Redleaf Trust, who is responsible for all maintenance. However, WKHA has offered to pay a 20% contribution for a proactive management of the pond as they recognise the value of keeping the pond drainage working effectively although this is fully the responsibility of Redleaf Trust as the owners of the pond. Lambert & Foster did arrange for the culvert grid to be cleared, however they have not as yet prepared the legal agreement for splitting the costs associated with the pond.
 - ii. The Clerk reported that one of the residents has emailed regarding the maintenance of the trees surrounding the pond. The Clerk has forwarded this onto Lambert & Foster who said that the matter will be discussed at the next management meeting so it may be a number of weeks before the resident hears back.

155. Highways

- i. To discuss the proposal to reduce the speed of vehicles on B2027 though Chiddingstone Causeway
The Clerk reported that one of the Churchwardens has asked for the speed to be reduced. The church holds a new family service in the afternoons and it is dangerous for children accessing the church with cars driving too fast. It was agreed that this point would be added to the application for speed reduction. Cllr Baker said that he is still gathering signatures for the petition. He now has approximately 500.
- ii. Wellers Town road sign
The Clerk reported that KCC Highways have reported that they have now ordered a new sign.
- iii. Cllr Baker reported that the road signs near The Wheatsheaf need straightening. The Clerk reported that she has already reported this to KCC Highways and it is on the system.
- iv. Cllr Baker reported that there is a large pothole 50m on the right after Bassets. Clerk to report.
- v. Cllr Mrs Quirk reported that there is a large pothole near Stonewall Park Cricket Ground. Clerk to report.

156. Rights of Way:

- i. To discuss Parish Countryside Access Wardens
The Clerk reported that Philip and Jenny Fitzroy, Mark Stephens, Andy Welsh and Martin Keeler have all stepped down. It was agreed that the Clerk would mention the initiative again in the parish magazine.
- ii. To discuss a complaint about dog mess on the footpath at Chequers Field
The Clerk reported that she met the resident who said that there is a lot of dog mess on the public footpath through Chequers Field. Clerk has advised the landowner, he said he would happily pay for a bin if the Parish Council take on the emptying. Members agreed.

157. Aviation

Cllr Streatfeild reported that last week he attended a meeting at Gatwick Airport of the Noise Management Board, and also a HWCAAG meeting.

The NMB has become a discussion forum only, and Gatwick Airport Ltd will not allow the NMB to set targets for noise. This is not acceptable to the community noise groups. The HWCAAG has agreed to see what happens but the group is seriously considering leaving the NMB if three items are not approved. These are:

- a) that the new NMB should set targets for the balance between growth and noise
- b) that the chair should be independent
- c) that any decision that could not be agreed on the balance between growth and noise in the NMB would be passed to the minister for aviation to decide.

158. To report on correspondence received

The Clerk reported that lists of correspondence received have been circulated and drew members' attention to the following:

- i. Items 2 and 10: SDC News Releases:
 - (i) SDC has set a budget for the coming year that will continue to protect its services and invest in local communities, despite no longer receiving any direct funding from the Government. The Council has agreed an annual budget of £15.3 million. Residents who live in a Band D property, the average in the District, will now pay £215.01 per year in Council Tax for the Sevenoaks District Council element of their bill, an increase equal to less than two pence a day. Sevenoaks District Council's share of residents' overall Council Tax bill will be 11.5p for every pound in Council Tax paid.
 - (ii) Community grants continuing to support local groups: SDC will again be supporting local charity and voluntary groups by allocating £153,340 to help them continue their valuable work across the District. The grants will support organisations which provide services to Sevenoaks District residents, particularly those in greatest need. Funding totalling £54,800 will be made to 25 local groups who support volunteers, run community transport, help older people and people with mental health problems, assist families and provide support for sport and the arts across the District.
 - (iii) Free Dog Microchips Available to Sevenoaks District Residents. SDC and Dogs Trust are teaming up to offer free dog microchipping, free poo bags, general dog health and wellbeing advice, and an opportunity for residents to talk about any dog related issues in their neighbourhood. In 2016, it became a legal requirement for all dogs in England, Scotland and Wales to be microchipped by the time they are eight weeks old. The event is taking place on Friday 29 March 2019 at ASDA Swanley, London Road, from 10am to 1pm.
- ii. Item 3: Kent Resilience Forum –information and guidance to parishes and communities in Kent to assist with preparations for emergencies. This document can inform planning and preparedness for a number of scenarios, such as flooding or severe weather.
- iii. Item 4: KALC News. Copied to all members.
- iv. Item 6: Calor Rural Community Fund: Home energy provider, Calor, is offering deserving community projects the chance to win a total of 21 grants, with prize pots ranging from £1,000 to £5,000. Rural communities off the mains gas grid can now submit their projects for funding, with previous winners including playground and village hall refurbishments, instruments for music banks and equipment for sports clubs. Now, Calor is encouraging anyone who thinks their project may be eligible to come forward and submit an application. Deadline for applications 29th April.
- v. Item 8: Kent Police: report of deer poaching in Chiddingstone with vehicles being driven across farm land, one got stuck in the mud and was seized along with a second vehicle that had no insurance.
- vi. Item 9: Email from Andy Sinclair, Gatwick Airport Ltd: "Thank you for the invitation but I am afraid we are not able to accept. I had asked if this related to the Master Plan or Airspace Change but since I posed those questions things have moved on a bit; please find a brief explanation/update below. In terms of our arrangements for the Master Plan, the work to review the Master Plan responses is ongoing. Over 5000 responses were received so it is not an insignificant task for the Planning Team to review all of the input from those returns. With that in mind, and as no decisions have yet been taken on the outcome of the draft Master Plan it would not be appropriate to discuss or share any further information on the draft Master Plan until this process is completed. I am afraid that I am not able to give a definitive date when that might be although I expect that by the summer this work will have been completed. In terms of the DfT sponsored Airspace Modernisation Programme and the Gatwick supporting airspace change proposal we have literally just started the first element of the process of engagement.

“Given the nature of the Airspace Modernisation Programme, which requires us to examine all of our existing departure and arrival procedures, we have chosen to engage with community representatives at County and District/Borough Council levels over the coming months during stages 1 and 2 of the CAA’s airspace change process. As we move through the process to consultation we will expand the range of local stakeholders to include parish councils. We will publish full details of our plans and material on the CAA’s airspace change portal; this offers the facility to register an interest and receive alerts when new information is made available. We have posted some additional information on the Gatwick Airport website; this also contains links to other sites which may be of interest. I have added the links below.

CAA airspace change portal: <https://airspacechange.caa.co.uk>

Gatwick webpage www.gatwickairport.com/business-community/aircraft-noise-airspace/airspace/airspace-modernisation

Sorry this does not help with your meeting but hope you find the information useful.”

159. To discuss the Chiddingstone Real Football Match on 19th April

Members agreed that the event is well managed and they had no concerns at this time.

160. To discuss the Chiddingstone Literary Festival 4th to 7th May

Members agreed that the event is well managed and the only concern related to car parking. Members asked that visitors do not double park by the bridge in Chiddingstone, and that parking is only allowed on one side of the road in the village. This will ensure that access is maintained, which is important for emergency services.

161. To consider how the following Parish Projects are progressing:

i. Maintenance of Closed Churchyard and other parish areas:

Members approved the wording of the contract which Cllr Streatfeild signed on behalf of the Parish Council.

ii. Rural swathe and visibility cutting contract

Members agreed that the first cut should take place in May.

iii. Chiddingstone village carpark

Cllr Mrs Quirk reported that she has met one of the Trustees of Chiddingstone Castle in order to discuss access to a possible car park in the village. It was agreed to continue to pursue all options at this time.

iv. Bough Beech car parking area:

The Clerk reported that she has submitted an application for a certificate of lawful development. This has been validated and is now under consideration. Reference: SE/19/00569/LDCPR. The Parish Council will receive a decision by 24th April.

v. Defibrillators

The Clerk reported that two new adult pads and one new child pad will now be ordered for the Chiddingstone defibrillator.

vi. Wrought iron arch in memory of the late Paddy Cooke

None.

vii. 2019 dates for Bulk Refuse Freighter and Litter Pick

Members agreed that the Bulk Refuse Freighter was well used again on 16th March. The Litter Pick took place on the same day and there were 6 volunteers at Chiddingstone, 4 at Bough Beech, 5 at Chiddingstone Causeway and none at Chiddingstone Hoath.

The Clerk reported that she has spoken to a resident in Bough Beech who runs a small business called Hever Transport. He wants to work with the Parish Council in increasing the number of litter picks held, getting the businesses involved and perhaps getting the parishes to work together and buy equipment between them. Members suggested that he discusses his ideas with the school in the first instance.

Next litter picking dates are: 15th June and 14th September.

viii. Summer Family Fun play events

The Clerk reported that the free play event provided by SDC will be held on Friday 16th August from 10am to 2pm. Play Place Innov8 who the Parish Council used in the past has now advised parishes that they will not supply play events unless towns and parishes book at least 4 sessions each.

162. Items for reporting or inclusion in future agenda

None.

The date of the next meeting is Tuesday 16th April 2019 7.30pm in Chiddingstone Village Hall.

The meeting closed at 8.55 pm

* * * * *