

**MINUTES OF THE CHIDDINGSTONE PARISH COUNCIL MEETING HELD ON
TUESDAY 20TH OCTOBER 2020 AT 7.30PM REMOTELY VIA ZOOM**

Present: Cllr J. Roper (Chairman), Cllr Mrs P. Harris, Cllr P. Myers, Cllr Mrs M. Quirk,
Cllr R. Streatfeild, Cllr B. Taylor and Cllr H. Williams

Apologies: Cllr A. Baker and Cllr C. Bishop

In attendance: Mrs L. Kleinschmidt (Clerk). District Cllr Mrs S. Coleman and District Cllr J. Osborne-
Jackson attended the Open Session only.

Open Session

Report by District Cllr Osborne-Jackson

District Cllr Osborne-Jackson reported as follows:

1. The district is in tier 1 of the Government's local Covid alert system, which is classed as medium. SDC is following the Government guidelines and officers have full procedures in place. D.Cllr Osborne-Jackson said that he is grateful to and proud of SDC's officers for all they have had to do.
2. There will be a pop-up Covid-19 testing site on the Otford Road, this is currently not in use but is listed on the Public Health England's system as open – this is not yet the case and SDC is trying to get the site taken off the list until it is ready for use.
3. Car parking charges will not increase in Sevenoaks this year.
4. Southern Rail has been working at Penshurst Station recently, supplying more lighting and yellow lines, and the station has been re-painted.
5. Graffiti has appeared across the area and should be reported to SDC as it constitutes criminal damage.

Report by District Cllr Mrs Coleman

District Cllr Mrs Coleman reported as follows:

1. The headlines in the Chronicle state that the Sevenoaks district is the highest in Kent for people testing positive for Covid-19, this is not a fair representation as it took into account students who have tested positive but who are away at university elsewhere in the country but are still registered at their home address.
2. Regarding the planning approval at 26 Truggers Lane, D.Cllr Mrs Coleman said that she followed up the Parish Council's concerns regarding the possibility of new outbuildings being erected on the site, and the planning officer has advised that, under Class E of Schedule II Part 1 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), no new outbuildings can be erected on the site which sit forward of the principal elevation. In addition, within protected areas including Areas of Outstanding Natural Beauty, no new outbuildings can be erected which are situated on land between a wall forming a side elevation of the dwelling house and the boundary of the curtilage of the dwelling house. As a consequence of this, owing to the orientation of the building, the applicant would be unable to erect any new outbuildings on the application site without planning consent. The planning officer also advised that SDC is unable to add a condition affecting land which falls outside of the application site, but any new permanent equine development would require planning permission. Cllr Mrs Quirk asked whether this legislation is also relevant to the application at 27 Truggers Lane, and D.Cllr Mrs Coleman undertook to check with the Planning Officer.
3. Regarding the planning application at 27 Truggers Lane, this has been referred to the Development Control Committee for determination, this may be at the 19th November meeting or it may be later.
4. Regarding the planning application at Newtyehurst Farm, the property is obliged to be offered for sale for six months and therefore the determination of the application is delayed.
5. Tom Fry has been promoted to be the Planning Enforcement Officer, which is good news, and there are two other officers in the department.
6. Cllr Roper enquired about the track in Chiddingstone Hoath and whether enforcement action is proceeding. D.Cllr Mrs Coleman said that there was been a delay on inspection visits due to Covid-19 but undertook to chase. Cllr Mrs Harris said that the path is extremely slippery and Cllr Streatfeild undertook to speak to the landowner about it as someone may get hurt.
7. Cllr Roper asked about the recent development of land at Grove Close, Hampkins Hill Road. He said that stables have been erected and a lot of grasscrete laid and fence posts erected in the field.

The Enforcement Officer has visited the site and has said that no planning breach has occurred providing the land is for personal equestrian use rather than commercial livery. D.Cllr Mrs Coleman said that she has raised this with Enforcement as a resident as there is a veranda to the outbuilding that is not allowable under Class E of the General Permitted Development legislation, and the Enforcement Officer has said that he will re-visit to check this point. As district representative for this site, D.Cllr Osborne-Jackson said that he will keep an eye on the matter and raise with SDC officers, and Cllr Roper said that he would keep in touch. Cllr Streatfeild said that there is little that can be done if no planning breach has occurred.

Closed Session

- 57. Apologies for absence** were received from Cllr Baker and Cllr Bishop and members accepted their reasons for absence.
- 58. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**
- i. Cllr Mrs Harris declared a DPI on item 60(v) as she is the applicant.
 - ii. Cllr Streatfeild declared an NPI on item 63(ii) as his wife is the headteacher at Chiddingstone Primary School, who has made the request.
- 59. The minutes of the Chiddingstone Parish Council Meeting held on 22nd September 2020** were approved. The minutes would be signed at the next open public meeting. Proposed by Cllr Taylor, seconded by Cllr Roper and all were in favour.
- 60. Planning:**
- i. To consider planning applications received
None. The Clerk reported that since the last meeting, the Planning Committee considered the following applications:
 - i. SE/20/02571/FUL and SE/20/02572/LBCALT: Larkins Farmhouse, Hampkins Hill Road, Chiddingstone TN8 7BB - the addition of 4 stables to the NW of the dwelling outside the residential curtilage, to include a hay store and tack room. The addition of a type 1 surface widening the track to the stables for horse box parking, and the addition of a 60m x 20m open ménage (sand school) to the north of the dwelling sited outside the residential curtilage, erection of storage barn 6.61m x 7.39m, and muck heap located to the east side of the ménage. Addition of open air swimming pool in sunken garden with changing room and plant room. Members had no objection to this application if the use is ancillary to the main dwelling. However, because the site is in the Chiddingstone Conservation Area and because the new development would be highly visible from the north, in particular the historic properties at Somerden and footpaths SR498, SR515 and SR499, the Parish Council would like a condition imposed on any approval to say that planting must be carried out in order to create a natural screen to soften the view of the development. This would also minimise the impact on the Green Belt and AONB.
 - ii. SE/20/02701/LBCALT: Cobham House, 4 The Village, Chiddingstone TN8 7AH - installation of a rock wool fire barrier within the loft/attic. Members supported this application.
 - iii. SE/20/02670/HOUSE and SE/20/02671/LBCALT: Triangle Oast, Hampkins Hill Road, Chiddingstone TN8 7BB - demolition and replacement raised terrace and external ladder, installation of new timber fence and gates, new and replacement doors, window roof lights, associated internal alterations and landscaping. Members objected to this application on the following grounds:
 1. The proposed fencing and gates would be detrimental to the setting of this property. The property sits in a triangle between three roads within the Chiddingstone Conservation Area. It is an important building in the village and the proposed fencing would damage the visual impact of the property, and over-domesticise the property, which should retain the overall appearance of the original farm building.
- The application does not mention the addition of stock fencing to keep the pet in. If this is the intention, the Parish Council objects as it would damage the appearance of the building.

- The drawing shows the proposed fence running along the middle of the path to the proposed front door.
- The Design and Access Statement states that the "proposed fencing and new entrance will be shielded from the Conservation Area by its siting". The whole property is situated within the Conservation Area, so this statement is incorrect.
- The proposed parking area is very small and the Parish Council questions whether there is space here to park two cars as stated in the application.
- 2. No staircase from ground to first floor is shown on the proposed plans. It is shown on the existing plans but that area then becomes a shower room on the proposed plans.
- 3. There are no doors shown on the plans from the entrance hall to the two bedrooms in the roundels.
- 4. There is no door shown on the plans from the roundel bedroom into the shower room.
- 5. The proposed rooflights on the sloping roof between the two roundels constitutes inappropriate development on a listed building in the Conservation Area.
- 6. The room on the existing plan shown as the utility and store room is shown on the proposed plan as a guest bedroom. However the Design and Access Statement states that "there is no intention to provide an additional bedroom which would require further on-site provision".
- iv. SE/20/02841/LDCPR: 1 Ryewell Cottages, Ryewell Hill, Chiddingstone Hoath TN8 7BN - erection of a detached outbuilding to comprise a home gym, games room study and shower room within the rear garden. Members had no objection to this application as it would appear to satisfy permitted development legislation.
- v. SE/20/02865/WTCA: The Green, Chiddingstone Hoath TN8 7BU - various works to trees in the Conservation Area. Cllr Mrs Harris declared a DPI on this item as she is the applicant. Members had no objection to these works.
- ii. To hear update regarding the development on land at Grove Close, Hampkins Hill Road
See Open Session above.
- iii. To report SDC notifications of planning decisions
 - SE/20/01557/FUL: Scotland Barn, Watstock Farm, Wellers Town Road - barn conversion to a six bed dwelling and associated curtilage and parking. Application approved.
 - SE/20/02245/FUL: Commonwork Organic Farms Ltd, Bore Place - erection of a new milking parlour. Application approved.
 - SE/20/02381/FUL: Stables adjacent to 26 Truggers Cottages, Truggers Lane, Chiddingstone Hoath TN8 7BP - conversion of stable to a single one bedroom dwelling with associated curtilage and parking, to include stable roof overhang as useable floorspace. Application approved.
- iv. "Sevenoaks District Council will be running a virtual training session via Zoom on the topic, "Changes to Use Classes Order and the General Permitted Development Order" at 4pm on Wednesday 4th November 2020. This session will be repeated at 4pm on Wednesday 11th November. Each session will be limited to a maximum of 20 attendees. In order for all Parish and Town Councils in our District to have the opportunity to attend this training, it is necessary for us to restrict numbers to a maximum of one representative from each Parish or Town Council." One person has been booked onto the event on 4th November.

61. Finance

- i. To discuss the 2019-20 Year End External Auditor's report
The Clerk reported that the completed external audit by PKF Littlejohn has been received, and the report says "On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met." There is an invoice of £200 + VAT. Members approved the expense. Clerk to circulate a copy of the report to the Finance Committee.
- ii. To approve list of payments
Cllr Streatfeild proposed that the list of payments be approved. This was seconded by Cllr Williams and all were in favour. Cllr Roper and Cllr Myers undertook to authorise the payments online.
- iii. Community Infrastructure Levy
 - i. The Clerk reported that CIL income of £11,688.86 has been received from SDC.

This is for the period 1st April to 30th September. In addition to the CIL funding received last year, the total is now £19,261.13. The Clerk advised that she has asked the contractor for the Bough Beech parking area to firm up his price and has contacted BBRAT regarding their pledged financial support. Item to be discussed at the November Parish Council meeting.

- ii. The next CIL Spending Board meeting will be taking place on Wednesday 10th March 2021. “I would like to invite your Town/Parish Council to bid for funding to help delivery local and/or strategic infrastructure projects which will benefit the local community. See [https://planningconsult.sevenoaks.gov.uk/consult.ti/CIL Board](https://planningconsult.sevenoaks.gov.uk/consult.ti/CIL%20Board).” Deadline for applications: 5pm on Monday 30 November 2020.

62. Affordable Housing provision in the parish

The Clerk reported as follows:

- i. Site adjacent to Chequers Barn, Bough Beech: Alison Thompson at ERHA reported that they are looking at budget costs for the new road and the services charges for maintaining it as well as a sinking fund for its eventual future replacement. This could be a significant additional cost so they need to ensure that financial viability can still be achieved.
- ii. Site adjacent to Bassetts, Chiddingstone Causeway: Alison Thompson at ERHA reported that there is a site meeting with Highways on 5th November, which Cllr Roper and the Clerk will also attend. This will be to discuss the visibility splay from the access to the development. A meeting was held via zoom with the agents for the trading estate, the agents for The Redleaf Trust, ERHA and Cllr Roper and the Clerk. The majority of the sight line falls within Highways land.
- iii. Site Opposite The Rock, Chiddingstone Hoath: none.
- iv. ACRK – free virtual workshop on Delivering Affordable Housing on Friday 27th November from 12.30pm to 1.30pm. The Clerk, Cllr Roper and Cllr Mrs Quirk are booked onto the event.

63. Highways

- i. To discuss the speed limit on B2027 through Chiddingstone Causeway
None. Clerk to discuss with County Cllr Lake.
- ii. To discuss the request for oak bollards opposite the school in Chiddingstone
The Clerk reported that Rachel Streatfeild, Headteacher at Chiddingstone Primary School, has emailed to say “The orange cones that are placed along the road opposite the school from Monday to Friday to restrict parking is done so with the full knowledge and agreement of the parish council and village residents. They are necessary for the free flow of traffic in the village and for the safety of the children. We have requested for many years to have road markings outside the school in the interests of children’s safety, or permanent bollards which are more aesthetically pleasing and in keeping with the beauty of our village. However, this has been resisted by the Parish Council, Sevenoaks District Conservation officers, the National Trust and KCC Highways for conservation reasons.” Members were not in favour of allowing permanent bollards to be erected opposite the school as it would restrict parking for other users of the village at weekends and during the evenings and school holidays.
- iii. To hear update regarding drainage work adjacent to the road in Wellers Town
The Clerk reported that the KCC drainage officer has reported that they have excavated where the water was showing and have located the end of a pipe which had a constant flow of water through but nowhere to go and therefore was filtering up through the ground and coming out on the carriageway. They spoke to a number of the residents there who advised that there used to be ditches in front of the properties so she said that probably this pipe used to discharge into a ditch which has obviously become filled in over the years. KCC will fill the area around the end of the pipe with a porous material to allow the water to continue to reach the carriageway surface, following which they will install dished concrete channels to allow the water to flow down to the ditch and onto the stream. She has placed the order for the channels and will book in a further road closure to have them installed.
- iv. To discuss flytipping in the area and to consider forming a cross-parish anti-flytipping action group
The Clerk reported that Mark Ansdell, Enforcement Officer at SDC, has agreed to attend the November Parish Council meeting with a presentation on flytipping. Another parish, Fawkham, has formed a fly-tipping action group, which may be possible in this area as a cross-parish initiative.

Cllr Taylor undertook to discuss the possibility of CCTV and better signage with Mark Ansdell prior to the next meeting, as this would deter flytippers. The magistrate's court now impose heavy fines on those found guilty of flytipping.

64. Defibrillators

- i. To hear report of stolen defibrillator in Chiddingstone Causeway and discuss replacement
The Clerk reported that, unfortunately, the defibrillator in Chiddingstone Causeway was stolen at the end of September. The Parish Council's insurance company – Zurich Municipal – agreed to cover the claim and have offered the Parish Council £1,215 after deducting the Parish Council's excess. Members agreed to replace the defibrillator and purchase an external lockable cabinet through Welmedical for £1250 + VAT
- ii. To discuss the purchase of a defibrillator for Chiddingstone Hoath
Cllr Streatfeild proposed that the Parish Council purchase a new defibrillator and external lockable cabinet for Chiddingstone Hoath, this was seconded by Cllr Mrs Harris and all were in favour. The Clerk reported that The Rock Inn is happy to place the defibrillator on one of the outside walls, and the electrician is ready to connect the cabinet when received. Cost: £1,250 + VAT.

65. To discuss the repair or replacement of the wooden fingerpost opposite the junction to Camp Hill

The Clerk reported that the wooden finger post on the B2027 at the junction of Camp Hill is broken and needs replacing. The Clerk has obtained the following quotes:

- i. The Shed Man: To repair and paint new sign and posts, remove and dig out old post, install new softwood fingerpost and concrete in and bolt together. Price xxxx + VAT.
- ii. BW Patience & Sons: To collect old fingerpost for pattern, supply and install new oak fingerpost with 3 oak fingers. Paint 3 coats primer sealer undercoat and 2 white top coats. Supply new plastic letters with brass countersunk slotted screws, set in brick rubble and leanmix. Price: xxxx + VAT, if hard digging it will be extra. Chiddingstone Parish Council to supply the stats for underground services, must be obtained before any work commences. Workmanship guarantee for 3 months only. No guarantee on materials. Terms of payment, in full within 7 days from completion.

Members preferred that the fingerpost is oak rather than softwood. Clerk to contact The Shed Man to request a quote for an oak fingerpost. It was agreed to wait and see if the fingerpost will be in the sight lines for the affordable housing site on land adjacent to Bassetts.

66. Aviation

Cllr Streatfeild reported that there is a general move by Gatcom and GACC to engage with GAL. The drop in passenger numbers due to Covid has had a negative impact on the airport and Crawley as a whole as a lot of people have lost their jobs. The Clerk reported that GAL will be introducing a £5 charge for people who drop passengers off by car directly outside the terminal.

67. To discuss correspondence received

The Clerk drew members' attention to the following:

- i. Item 3: KALC: MHCLG (Ministry of Housing, Communities and Local Government) is looking to refresh the Right to Contest process, looking at its effectiveness and usefulness and have engaged with NALC to work with local councils. Essentially the Right to Contest is a right that any member of the public or body has to 'contest' any land owned by a public body that is unused or underused which could be brought back into use. The Right to Contest was previously known as the Community Right to Reclaim Land. The Right to Contest has two strands: strand 1 covers central government bodies on a voluntary, non-statutory basis, and is administered by the Cabinet Office. Strand 2 covers bodies (local authorities and other certain public bodies) set out in Schedule 16 of the 1980 Act, and is administered by MHCLG. Where a request is made under Strand 2 of the Right to Contest about a particular piece of land, MHCLG will communicate with the relevant landowner to identify its status. The decision on whether to direct that the land be released will be made on the basis of whether the land or property is in use or whether it is likely to be used in a suitable period of time.
- ii. Item 6: The Sevenoaks District Council Community Grants 2021/22 application process is now open. This year it has moved to an online application process with two forms

There is one form for those seeking a grant up to and including £500 and one for applicants wishing to apply for a grant between £501 and £5,000. For more information including the criteria and guidelines, see www.sevenoaks.gov.uk/info/20026/your_community/43/community_funding. Clerk to put notice on the website and social media.

- iii. Item 7: Email from Sevenoaks Branch of KALC regarding the “Government’s position on the question of possible reform of multi-tier local government. The government is not taking a unilateral decision to enforce it. Although some think-tanks might have advocated replacing (amongst others) Kent County Council and all of the Districts & Borough Councils in Kent with a Unitary Authority model, and while KCC and most of our Districts & Boroughs don’t, this Government letter confirms that central government will not impose such a restructuring where it is not wanted. The Government recognises that any such reorganisation could only happen if the local authorities in an area requested it first, as it is appreciated that the local authorities have the better understanding of what works locally and what doesn’t (but see Cumbria, North Yorkshire and Somerset).”
- iv. Item 8: SDC: “We would like to invite you to become a Community Connector to help communicate the key Public Health England safety messages that are in place to reduce the spread of the COVID-19. By establishing a network of Community Connectors across the district, we can help people get clear information on how to stay safe, reduce the risk of getting and spreading the infection.
Community Connectors will help to:
 - share the latest COVID-19 safety messages and testing availability to their local communities
 - keep those at risk safe and healthy
 - promote local support services
 - promote positive lifestyles messaging, including healthy eating, mental wellbeing and physical activity
 - raise local community issues to Sevenoaks District CouncilCommunity Connectors will receive the latest Public Health updates about how to stay safe during the pandemic and asked to share advice with their local networks. This could be through conversations with people they are in contact with, social media posts, local newsletters or through other community networks they may be part of. We will support our Community Connectors with all the necessary materials, to provide a consistency of messages and local services to all Sevenoaks District residents. Every week, the Community Connectors will be emailed a newsletter, which details the current facts and figures about COVID-19 in the Sevenoaks district, alongside key safety messages. They will also be invited to attend regular online meetings, which will give us the opportunity to hear any issues from the community.”
- v. Item 11: The 2020 KALC AGM which is taking place on Saturday 28 November using zoom. Registration is from 9.20am, with the AGM starting at 10.00am. The Parish Council can send two representatives, who can be booked onto the event via www.kentalc.gov.uk by Friday 20 November.
- vi. Item 12: Kent Police: Hale Oak Road, Chiddingstone – on Wednesday 14th of October between 9:30am and 3:52pm, somebody broke into a vehicle parked in the road.

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

- i. Rural swathe and visibility cutting contract
The Clerk reported that the third swathe cut can be done mid to end November. Clerk to ask for a price for just the visibility areas and to discuss with the other three parishes. Clerk to also ask the landowner to keep the hedge at Vexour Bridge cut back. Clerk to ask Hever Landscapes to remove the ivy from the bridge pillars.
- ii. Bough Beech Parking Area
Item to go on the agenda for November.
- iii. Community Garden
The Clerk reported that the steps down to the Chiding Stone need some attention including non-slip surface. In the current absence of Cllr Bishop, Clerk to ask Hever Landscapes to do the work.

69. Items for reporting or inclusion in future agenda

- i. The Clerk asked if anyone wanted to lay a wreath on behalf of the Parish Council on Remembrance Day, and Cllr Mrs Harris offered to do so. Clerk to contact the Churchwardens.

- ii. Cllr Streatfeild reported that the contractors operating out of Vexour Farm appear to have taken notice of the Parish Council's comments and are driving much more slowly and considerately. Cllr Roper reported that no complaints were received this year during the harvest, and undertook to thank the farmer.
- iii. Cllr Williams reported that one of the culverts on the footpath from Somerden Green needs repair. He has reported this to PROW and hopefully it will be repaired.

The next Parish Council Meeting will be held on Tuesday 17th November 2020 at 7.30pm via zoom.

The meeting closed at 8.45 pm

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