WROTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING,
HELD ON WEDNESDAY 03rd September 14
IN THE WROTHAM PAVILION, HIGH STREET, WROTHAM

Present:  P Gillin (Chairman), H Rayner, K Denton, C Mills, D Beach, R Betts & A Barden

in Attendance:  Lesley Cox (Clerk)

1. Apologies for absence:

Cllr’s Coffin & Mrs Jackson

2. Attendance Register

The register was signed and the following declarations of interests 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 Denton & Mrs Jackson members of Wrotham Fireworks
Cllr’s Rayner (Director), Gillin, Beach, Denton & Mrs Jackson members of the Campaign for the Protection of Rural England – WPC corporate member
Cllr Rayner (Chairman) & Cllr Gillin committee member of Tonbridge & Malling branch of the Campaign for the Protection of Rural England.
Cllr Rayner chairman of the Executive and Transport committee of the Campaign for the Protection of Rural England Kent Area.
Cllr Coffin firework provider for Wrotham
Cllr Rayner member of KALC Executive and Finance and General Purposes Committee
Cllr Rayner chairman of KALC Tonbridge and Malling District Committee
Cllr Rayner member of Kent Downs AONB JAC and Executive Committee
Cllr Mills Village Magazine Editor
Cllr Barden contractor to Wrotham for ad-hoc village gardening/litter picking work.

Due to the recent change in legislation, item 21 of Wrotham Parish Council’s Standing Orders was suspended for the entire meeting.

3. Minutes

The minutes of the meeting held on 06th August 14, were proposed by Cllr Rayner, seconded by Cllr Beach and agreed and signed as a correct record by the Chairman.

4. Report from PCSO - Laura Bullen

The following crimes had been reported during the month of August 14. Several domestic related incidents in the centre of the village, theft of tools from a parked van in West Street, theft of a vehicle from Old Coach Road, damage to springy duck in the CPA along with damage to the perspex window of the youth shelter, theft of field gates from Platt House Farm and two bilkings from the Shell garage on the A20.

PCSO Bullen also informed the meeting that garage break-ins were on the increase. Following the serious accident on the bridge on the A20 over the M20, in which a motor cyclist was killed, Cllr Rayner had received representations from local bikers expressing concern at the colour of the railings on the bridge.

It was proposed by Cllr Rayner, seconded by Cllr Gillin and agreed unanimously that Cllr Rayner raise these concerns at the next Joint Transportation Board.
5. **Public Question Time**

No Questions

6. **Reports if any from County Cllr and or Borough Cllr**

No Reports

7. **Reports from various Committees**

**Grounds**

Weeds have been strimmed on the site of the old pavilion. The hedgerow at Downlands has been cut and the clippings used for wildlife habitat. The structure of the damaged springy duck has been evaluated and assessed as adequate for its intended use, but as a precautionary measure the equipment will be further reinforced during repair, works to be carried out by A Rothwell.

**Buildings**

Pavilion Shed refurbishment is underway, it has been suggested that the old roofing material may not in fact contain asbestos. It was agreed that the material be tested prior to instructing a specialist company for removal. The leak behind the public toilets has been repaired by T&MBC, WPC has replaced gutter to the back of the toilet building, during shed refurbishment. Work on St George’s Hall has ceased for two weeks due to contractors annual holiday. To date all the rotten wood on the windows has been removed and replaced, additional works are required to the fascia and guttering.

**Highways**

No Report

**Crime & Disorder**

No Report

**Finance**

No Report

**Planning**

No Report

**Skate Park**

No Report

**Youth / CPA**

Cllr Barden to investigate possible funding opportunities via the Rural Development Program to help set up a regular boxing club or martial arts group for local youth. Wrotham Park Life provided the following report.

We did not hold a formal committee meeting this month. However, huge thanks go to Pauline and Martin at the George and Dragon for raising money for our cause as part of their bank holiday music festival. We held a raffle and hired a face painter. The grand total is yet to be confirmed.

Our application for the Community Enhancement Fund is being sent as we speak, in time for the deadline on September 8th. We hope that we are successful.

Drawings of the park and position of the proposed teenage equipment will be completed soon for the council's perusal.

We are awaiting Awards For All funds.

**3G Pitch**

No Report
8. Correspondence Received

<table>
<thead>
<tr>
<th>Correspondent</th>
<th>Details</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sandra Goggin</td>
<td>Request for support in changing the 308/306 bus route, to take in the new Isle Quarry development and the Borough Green Medical Practice</td>
<td>The route change is proposed within the Traffic Plan for the development. Write in support and request the stop for the surgery.</td>
</tr>
<tr>
<td>Tonbridge &amp; Malling Citizens Advice Bureau</td>
<td>Donation Request Previously emailed Uncommitted amount of £1,350.17 remaining from this year’s precept.</td>
<td>It was proposed by Cllr Denton, seconded by Cllr Gillin and agreed unanimously to donate £50.00</td>
</tr>
<tr>
<td>KALC</td>
<td>DCLG Technical Consultation on Planning Previously emailed</td>
<td>Online Response by 26th September 14</td>
</tr>
<tr>
<td></td>
<td>The Accessible Britain Challenge – Letter from the Minister of State for Disabled People Previously emailed</td>
<td>No participation</td>
</tr>
<tr>
<td></td>
<td>KCC Anti-social Behaviour, Crime and Policing Act 2014: Community Trigger Previously emailed</td>
<td>For Information</td>
</tr>
<tr>
<td></td>
<td>Leader Programme in Kent Previously emailed</td>
<td>Cllr Rayner on the committee for West Kent, supporting farm and agricultural industries with growth and expansion opportunities</td>
</tr>
<tr>
<td>Leah Phipps</td>
<td>Request to hire the pavilion facilities and to the cricket field (non-exclusively) to erect a marquee for her wedding in September 15</td>
<td>Agreed in principle subject to clarification of insurance situation from Came &amp; Co</td>
</tr>
<tr>
<td>Football Foundation</td>
<td>M&amp;E Completed Support Day report – Wrotham School, Site S18793 3G Pitch Previously emailed</td>
<td>For Information</td>
</tr>
<tr>
<td>Royal Town Planning Institute</td>
<td>Planning Issues 1989</td>
<td>For Information</td>
</tr>
</tbody>
</table>

9. 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:
<table>
<thead>
<tr>
<th>Payable To</th>
<th>Invoice Details</th>
<th>Amount</th>
<th>Cheque No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Royal Mail *</td>
<td>PO Box Annual Renewal Fee</td>
<td>£313.01</td>
<td>BAC 11/08/14</td>
</tr>
<tr>
<td>KALC *</td>
<td>C Mills Ecology Issues Booking Fee</td>
<td>£72.00</td>
<td>BAC 12/08/14</td>
</tr>
<tr>
<td>E J Cocker *</td>
<td>St George’s Hall Glass</td>
<td>£62.17</td>
<td>BAC 14/08/14</td>
</tr>
<tr>
<td>A N Rothwell</td>
<td>St George’s Hall Decoration 1st Weekly Payment</td>
<td>£1,500.00</td>
<td>BAC 15/08/14</td>
</tr>
<tr>
<td>PKF Littlejohn *</td>
<td>External Audit 31/03/14 Fee</td>
<td>£360.00</td>
<td>BAC 18/08/14</td>
</tr>
<tr>
<td>Andrew Barden</td>
<td>Litter Picking CPA Repairs Downlands Hedge Cutting / Strimming</td>
<td>£291.00</td>
<td>BAC 20/08/14</td>
</tr>
<tr>
<td>A N Rothwell</td>
<td>St George’s Hall Decoration 2nd Weekly Payment</td>
<td>£1,350.00</td>
<td>BAC 22/08/14</td>
</tr>
<tr>
<td>E J Cocker *</td>
<td>St George’s Hall Glass</td>
<td>£90.44</td>
<td>BAC 27/08/14</td>
</tr>
<tr>
<td>A N Rothwell</td>
<td>St George’s Hall Decoration 3rd Weekly Payment</td>
<td>£525.00</td>
<td>BAC 29/08/14</td>
</tr>
<tr>
<td>SP Royal Roofing</td>
<td>Pavilion Shed Roof Repair</td>
<td>£810.00</td>
<td>BAC 29/08/14</td>
</tr>
<tr>
<td>Marie Wicker</td>
<td>Salary August 14 Tea Towel Cleaning Bags/Hand Lotion/ Dustpan &amp; Brush</td>
<td>119.14 16.78 13.50</td>
<td>BAC</td>
</tr>
<tr>
<td>Lesley Cox</td>
<td>Salary August 14 Telephone St George’s Hall Paint etc * Office Allowance Quarterly</td>
<td>1,231.79 20.00 385.35 100.00</td>
<td>BAC</td>
</tr>
<tr>
<td>HM Revenue &amp; Customs</td>
<td>PAYE / NI August 14</td>
<td>£338.81</td>
<td>BAC</td>
</tr>
<tr>
<td>Borough Green PC **</td>
<td>Skate Park Weekday – Saturday Inspections August 14</td>
<td>£101.92</td>
<td>BAC</td>
</tr>
<tr>
<td>AJW Grounds Maintenance Services</td>
<td>Grounds Maintenance Contract 1 August 14 Instalment</td>
<td>£630.00</td>
<td>BAC</td>
</tr>
<tr>
<td>J Blower &amp; Son Ltd *</td>
<td>Materials Shed Repair</td>
<td>18.73 310.87</td>
<td>BAC</td>
</tr>
<tr>
<td>Viking *</td>
<td>Paper, Ink Cartridges</td>
<td>£187.22</td>
<td>BAC</td>
</tr>
<tr>
<td>B &amp; A Miles *</td>
<td>Pavilion Shed Materials</td>
<td>£380.33</td>
<td>BAC</td>
</tr>
</tbody>
</table>

* denotes items including VAT  
** denoted 22.3% to be reimbursed  
*** denotes 73.3% to be reimbursed  

Payments made by Direct Debit / Standing Order Since Previous Meeting 06th August 14

| Eon Street Lighting Supply | £310.79 | 18/08/14 |

4 030914/PC004
ii. Bank Reconciliation for sign off

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

**BANK ACCOUNT BALANCES as at 19th August 14**

<table>
<thead>
<tr>
<th>ACCOUNT</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current</td>
<td>£50.00</td>
</tr>
<tr>
<td>Business Reserve</td>
<td>£1,565.24</td>
</tr>
<tr>
<td>Premium 10 Day</td>
<td>£21,571.55</td>
</tr>
<tr>
<td>Business Savings</td>
<td>£8,085.60</td>
</tr>
<tr>
<td>Pavilion Construction</td>
<td>£0.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>£31,272.39</strong></td>
</tr>
</tbody>
</table>

10. Date of next Parish Council Meeting

The date for the next meeting was proposed for the 1st October 14, at 7.30pm in the Wrotham Pavilion.

11. Planning Committee to Consider

1. Applications received

<table>
<thead>
<tr>
<th>Application Number</th>
<th>Address</th>
<th>Details</th>
<th>Parish Council Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>TM/14/02683/FL</td>
<td>1 Borough Green Road</td>
<td>Change of use of part of existing vehicle hire site as a car wash</td>
<td>Attachment refers</td>
</tr>
<tr>
<td>TM/14/02488/FL</td>
<td>Wrotham Transmitting Station London Road</td>
<td>Installation of two 2.4m diameter transmission dishes and ancillary development on the existing communications tower</td>
<td>No Objections</td>
</tr>
<tr>
<td>TM/12/01674/RD</td>
<td>Court Lodge Cottage Old London Road</td>
<td>Amended plan received (landscaping) and additional information (levels and sustainable construction) received</td>
<td>Clarification of certain points requested. Attachment refers</td>
</tr>
<tr>
<td>TM/14/02370/RD</td>
<td>Court Lodge Goring Place</td>
<td>Details of landscaping and boundary treatment pursuant to condition 7 of TM/12/01770/FL (Variation of condition 1 to TM/08/03010/FL Erection of 5 detached houses with access from (Court Meadow)</td>
<td>Clarification of certain points requested. Attachment refers</td>
</tr>
<tr>
<td>TM/14/02369/LB</td>
<td>Court Lodge Goring Place</td>
<td>LBA: To alter a sash window and create a doorway onto an orangery roof, to create a roof terrace</td>
<td>No Objections</td>
</tr>
</tbody>
</table>
Retention and replacement of existing buildings to create a small business centre, comprising 6 buildings (10 separate units) and a works storage facility including 2 replacement sheds and open storage area. Associated works include removal of the existing weighbridge, rubble bund, landscaping works and alteration of internal site access arrangements.

WPC is supportive of the revised application because it comprehensively addresses all of planning issues of the site, including previous concerns about the route of the footpath which is moved back to a pre-quarrying route that enhances its landscape amenity value. The inclusion of an office to replace farm cottages perched incongruously at the previous landform level will bring more employment opportunities to the area as will the ‘start-up’ business park, housed within the restored farmstead. The restoration of the Listed Farmhouse and its setting with farmstead will bring much needed regeneration to a previously run-down area.
3. Correspondence Received

T&MBC Planning List ‘B’ No’s 14/32, 14/33 & 14/34

Mike Taylor put forward a proposal on the back of application TM/11/03020 to increase the potential area for development of Platt Industrial Park to include a new access on to the A25 for inclusion in the new Local Plan.

WPC raised concerns over this proposal due to the potential risk of the increased site size and improved access making the area suitable for development of a large strategic freight interchange depot. On this basis WPC was not prepared to support the proposal.

Spring Tavern development proposal, WPC comments on the initial scheme is attached.

The meeting closed at 8.57pm

.............................................Chairman

.............................................Date
Wrotham Parish Council - 3 September 2014

Comments on Planning Application TM/14/02683: The use of part of the Vehicle Rental Site as a car wash. The applicant’s Planning Statement states the following.

"2.4 The application site also incorporates a canopy and refuge unit. Which has been sited on this land for a period in excess of 4 years."

"3.1 There has been a number of building operations on this site over the years, including the erection of fencing, a canopy and a refuge unit. It is submitted that this built form has been in existence for a period in excess of 4 years and so now can be considered lawful on the basis that it has become immune from any enforcement action."

This assertion is incorrect as WPC can evidence the fact that at some point in 2012 none of the described works or advertising had been implemented.

The Getmapping image taken in 2012 shows none of the described works or the large advertising signs that have also been erected without consent.

The site has been changed beyond recognition. The former site with galvanised railings, uncluttered by signage, flags and hoardings, a modest business premises in a rural environment.

The current site is within the Kent Downs AONB has been painted a garish red and topped with a unnessecary red box.

There is a large unconsented sign located to the right of the photo that is of recent construction and has no place within an Area of Outstanding Natural beauty. It is clearly detrimental to the openness of the Green Belt.
Conclusions

In the event that the LPA is minded to consent the application then the following issues need to be addressed.

1. The contention that the development is immune from enforcement is false. All of the development applied for and the unconsented advertising was implemented considerably less than four years ago.
2. Wastewater resulting from the washing of vehicles requires an interceptor system to remove both solids and petro-chemical residues to be agreed by the relevant authorities. WPC notes that there is a local water extraction point for Borough Green.
3. Unconsented advertising, particularly the 3D red boxes and the large 2D sign on steel beams should be removed to protect the AONB and MGB openness.
4. The railings should be repainted RAL Leaf Green to match Potters Mede next door and to protect the AONB.
5. Flags should be removed to protect the AONB.
6. Dedicated parking bays need to be provided within the red line to prevent on street parking on a potentially dangerous busy road close to two schools that also impact parking at certain times of the day. The LPA could consider operating time restrictions in a similar fashion to the MPA's restrictions on quarry bound vehicles during school arrivals and exits.
7. Bollards to be erected on the outside pavement kerbline to prevent parking blocking visibility splay.

In the event that the LPA is minded to refuse or that the applicant withdraws the application then enforcement action needs to be taken regarding the following issues.

1. Removal of unconsented advertising to protect the AONB and MGB openness.
2. The railings should be repainted RAL Leaf Green to match Potters Mede next door to protect the AONB.
3. Flags should be removed to protect the AONB.
Request for clarification from the Officer.

The drawing No 01-523.101 Rev L states, “Vehicle access removed and oak pedestrian gate installed, sited in ragstone to match existing walling.”

WPC is of the opinion that this works is essential because it impacts on the setting of the Grade 1 Listed St George's Church. The property that this affects is one that has been subsequently sold by the developer and we wish to know who will be carrying out the works, the present owner or the developer?

With respect to the road exit from the 5 detached properties off Court Meadow there was a revised drawing amending the line of the road in an application submitted on the 4/11/08, which was subsequently consented around 9/6/09. It appears that the original drawing has now been resubmitted with the old alignment of the road, which curves very close to a garden in Court Meadow. Probably an error but would need to be corrected.

There is also a hatched area of land on this drawing along the Court Meadow boundary that has been agreed to be gifted to Court Meadow residents. This area of land is included within the red line and WPC is unsure if this is normal practise?

Similarly the red line on this drawing is currently drawn through a garden of a property in West Street. It used to reflect ownership but land has subsequently been sold to that dwelling.

WPC would be grateful if the Officer could advise us on the above listed points.
Wrotham Parish Council

Comments on initial proposal for Spring Tavern Site Layout and junction roundabout treatment

A requirement for the Invicta Business Park opposite, which is not within the AONB, is a 5 metre landscape mitigation band between the A20 and built development and hard standing.

The site proposal is within the AONB giving adequate landscape mitigation much greater significance. An indigenous hedgerow along the A20 site border with broadleaf tree cover behind would do much to screen the Business Park from the road.

This would require a much wider band than this schematic depicts but we note that there is some scope to move some of the proposed development back towards the M20 embankment. In our view 8m high buildings, provided there is adequate screening, would be acceptable.

The roundabout junction proposal is inadequate verging on hazardous. The attempt to avoid involving Hall and Woodhouse’s Estate Management is mistaken and has resulted in double use of a single section of roundabout that can only cause confusion to motorists.

The roundabout configuration would lend itself to a 4 access/egress point design whereby the Mote would have the southern limb to the roundabout with some reworking to their car park area. This could be advantageous to the Mote by providing a safer arrangement that would allow them to block off the current exit that is close to the pubs pedestrian entrance.

WPC Planning Committee would like to express our gratitude to the developer for giving us the opportunity to comment at this early stage.

18 August 2014