

## PLAXTOL PARISH COUNCIL

Minutes of meeting held in Plaxtol Memorial Hall on 6 June 2022 at 8.00pm

**Present:** Cllrs D Beynon (Chair), M Brewin, M Carboni, M Crane, G French, S Knights, T Rolls, M Wood; L Thomas (Clerk)

**Apologies:** Boro Cllrs W Palmer, T Shaw, M Taylor; KCC Cllr H Rayner

**1. Matters raised by the public / Borough Councillors**

None.

**2. Declarations of interest**

In the interests of transparency, Cllr Carboni declared an interest in planning application TM/22/00878/FL, a neighbouring property. There is no DPI or Other Significant Interest in this case.

**3. Minutes of last meeting**

The minutes of the meeting of 3 May 2022 were approved and signed by the Chair.

**4. Matters arising**

None.

**5. Council Matters**

(i) It was noted that the date of expiry of the official vacancy notice was imminent. Councillors agreed that the vacancy should be advertised in the Herald at the earliest opportunity following receipt of confirmation from TMBC that co-option could proceed.

(ii) It was noted that the revised Kent Code of Conduct had now been formally adopted by TMBC and that the Parish Council would now also move to adoption of the revised Code, as formerly agreed.

(iii) The Chair led a review of the Areas of Responsibility agreed at the May Annual Meeting. Councillors confirmed their wish to continue with their agreed roles, subject to possible review at a later date. It was agreed that Cllr Rolls would become Group Leader for Highways & Community Safety. Monthly reports would continue for the Open Spaces monitoring group and quarterly reports considered for Finance and Governance monitoring group.

**Action:  
Clerk**

**6. Correspondence**

A list of correspondence is at Appendix 1.

**7. Payments/Finance**

(i) Budget outturn 2021-22. Councillors noted that the budget had been underspent by £18k. This was mainly due to underactivity on the highways budget as a parking restriction scheme had been cancelled, and underspending on the Parish Plan, as an intended survey had not gone ahead within the year. Other issues included overestimate of possible Clerk pay award and underspending on grass cutting and Councillor training.

(ii) Annual Return 2021-22.

(a) Annual Governance Statement. Councillors considered the system of internal control and internal audit conclusions and resolved to approve the Annual

Governance Statement: proposed Cllr Beynon, seconded Cllr Brewin, approved unanimously.

(b) Accounting Statements. After due consideration, Councillors resolved to approve the Accounting Statements for the year ending 31 March 2022: proposed Cllr Carboni, seconded Cllr French, approved unanimously.

Councillors expressed their thanks to the Clerk for the preparation of the accounts and to Marian Hemsted for her internal audit work both during the year and in respect of the Annual Return.

(iii) A financial statement and bank reconciliation was distributed to members. Councillors noted retrospective payments of £82.30 to Npower for street lighting in April, and £25 to the Jubilee bugler, approved by Cllrs Beynon and Brewin. Councillors were advised that a claim for expenses for the Jubilee celebrations had been received for a total of £628.51 against a budgeted sum of £500. Cllrs Beynon and Brewin had approved an additional budget sum of up to £300 to cover extra expenditure. Councillors authorised payments to be made to each claimant before the July meeting once the claim was finalised.

The following payments were approved:	£
Streetlights Ltd: maintenance contract 1 <sup>st</sup> installment	298.93
KALC: Councillor training, Cllr Beynon	90.00
Zurich Municipal: Insurance 2022-23	1,225.30
Cllr Carboni: reimbursement Cllr Thomas retirement presentation	122.97
Clerk salary & reimbursements May 2022	725.14
Bank Service Charges April-June 2022	18.00

## 8. Planning

(i) Cllr Brewin advised that the proposal from TMBC's Area Committee Review to reduce its 3 Area Committees to a single Committee had been shelved. The Parish Council had expressed its opposition to this proposal.

(ii) Planning Applications

### Parish Council decisions

Councillors noted that responses in respect of the following had been made to TMBC since the May meeting:

Crouchers Cottage, Roughway Lane TM/22/00993/TNCA

T1 - Eucalyptus - Reduce overall height from approx 15m to 12m. Reduce overall spread from approx 10m to 7m. Due to excessive over shading and debris. Also to reduce weight of branches to prevent failure in future. The Tree Warden had advised that the work was necessary to retain the health of the tree. In addition, work to a tulip tree had been proposed which the Tree Warden advised was also necessary. **No objection** to either proposal.

4 Hill View Cottages, Plough Hill TM/22/00745/LDP

Lawful Development Certificate Proposed: alterations to an existing dwelling including a single storey rear extension, loft conversion, rear dormer, two rooflights and minor internal alterations. **No objection.**

Nut Tree Hall, Grange Hill TM/22/00983/TNCA

Remove trees in area 1, 1, Malus, 2, Weeping Ash, 4, Willow, 6 and 7, Silver Birch, 8, Acacia, 9, Oak, 10 and 12, Maple, 13, Silver Birch and 14, Catal Pa. The Tree Warden advises that the pasture is negatively impacted by the tree roots and canopy and that the trees themselves do not have adequate growing space. **No objection.**

St Michaels Cottage, The Street TM/22/00878/FL

Loft conversion and installation of dormer to rear elevation. **No objection.**

Rats Castle, Roughway Lane TM/22/00782/PDV14J

Prior Notification: Ground mount solar array, approx 12meters by 10 meters. The Parish Council did not comment on this permitted development application.

Councillors considered the following applications:

Apple Tree Cottage, Plaxtol Lane TM/22/01081/LDE

Lawful Development Certificate Existing: stationing of a twin unit mobile home in residential garden to provide ancillary accommodation. Councillors noted that this was an application for permitted development which appeared to conform to current regulations for a Conservation Area, even though the size of the building had been increased.

[A subsequent report from Kent Fire & Rescue service suggests a further full planning application is required. A response will be made to TMBC to that effect.]

Halebank, Roughway Lane TM/22/01025/FL

Demolition of existing garage, store rooms and wc. Erection of ground and first floor extensions to rear. **No objection.**

Little Damas, Yopps Green TM/22/01022/FL

Detached oak framed double garage and new driveway. Erection of electric gates and rag stone wall. **No objection.**

St Michaels Cottage, The Street TM/22/01053/FL

Single storey rear extension with covered terrace area and conversion, alteration and extension of garage. New front entrance and open porch, alterations to door/window openings and revised site entrance and new gates (Revision to TM/20/02436/FL). **No objection.**

#### **TMBC decisions**

Malling Well House, The Street TM/22/00584/TPOC

T1 Blue Cedar- remove/prune damaged branches as specified in accompanying photographs. T1 of Tree Preservation Order. **Granted consent.** Parish Council had not objected to this application.

Mankash, Tree Lane TM/21/02744/FL

Two storey rear extension incorporating two side dormer windows and first floor Juliet balcony. Conversion of integral garage with addition of a bay window to side. New entrance porch. **Granted permission.** Parish Council had not objected to this application.

Mankash, Tree Lane TM/22/00777/TNCA

Two Sweet Chestnuts in the middle of the rear garden to lift the crown by 5 to 6 metres due to loss of sunlight. Laurel on rear boundary to reduce in height by 50% and trim to shape due to size. Plum on rear boundary trim to shape due to it declining. **No objection.** Parish Council had not objected to this application.

Mead House, Roughway Lane TM/22/00562/RD

Details of condition 3 (Landscaping) pursuant to planning permission TM/19/01599/FL Replacement dwelling with external in-ground swimming pool and outbuilding/shed; amendment to replacement dwelling approved under reference TM/18/02686/FL. **Approved.** Parish Council had not objected to this application.

#### **9. Parish Plan**

Cllr Carboni reported that an extension had been offered to the date for the completion of the Parish Infrastructure Statement, requested by TMBC, It was agreed that Cllr Carboni would respond to the extension offer, and thereafter to the infrastructure statement request.

**Action:**  
**Cllr**  
**Carboni**

#### **10. Meeting Feedback**

Parish Partnership Panel, 26.5.22. Cllr Beynon had attended this meeting and advised that the following issues had been discussed:

- report from Kent Police into policing and anti-social behaviour; increase in police numbers to highest ever levels by 2023;

- Local Plan housing stock requirement increased; Regulation 18 consultation planned for the autumn, with submission of the Plan in 2024 and adoption in 2025.

Cllr Beynon advised that the Kent Police & Crime Commissioner had been invited to the next meeting of PPP.

**11. Community Affairs**

It was reported that the Community First Responders, who had been monitoring the 3 defibrillators in Plaxtol village, would no longer be able to perform this service. It was agreed that Cllrs French and Knights would take over this function as part of their Open Spaces monitoring responsibility. A training session had been arranged for the end of June.

**Action:**  
**Cllrs**  
**French,**  
**Knights**

**12. Environment**

Cllr Knights presented a carbon footprint report for Plaxtol Parish. Councillors discussed how best to consult with parishioners on how to take carbon reduction initiatives forward. It was agreed that Councillors would submit ideas for discussion at the July meeting.

**Action:**  
**All Cllrs**

**13. Recreation Grounds**

Councillors considered a request from a parishioner to hold free fitness and touch rugby sessions for ages 12+ at the Spoute Recreation Ground. Councillors approved the request subject to provision of the necessary risk assessments and insurance certificate.

**14. Highways & Transport**

Councillors agreed to request a return of regular road sweeping in the Parish to remove the considerable build up of litter. Cllr Carboni will pursue this issue.

**Action:**  
**Cllr**  
**Carboni**

**15. Any Other Business**

Councillors re-iterated their thanks to all the organisers and organisations involved in the highly successful Platinum Jubilee Celebrations. Special thanks were given to the Organising Committee led by Marian Hemsted and Katherine Barden, the History Group, WI, Friends of Plaxtol Church, Primary School, Parish Church, Memorial Hall Committee and to Will Jordan for the provision and lighting of the beacon.

**16. Date of Next Meeting:**

Monday 4 July 2022 at 8 pm

The meeting closed at 10.15pm

## Appendix 1

### Correspondence List 6 June 2022

#### KCC

Public Transport

National Bus Strategy update

#### TMBC

Committee meetings papers

May/June

Policy, Scrutiny & Communities Manager

Ukrainian welcome evening, Tonbridge School

Homes for Ukraine scheme: KCC/TMBC support information

Strategic Economic Regeneration

Shared Prosperity Fund

Street Scene, Leisure & Tech Services

Waste weekly update briefings: 6.5.22 - 20.5.22

#### Other

ACRK

Rural Housing Week 2022

Communicorp

Clerks & Councils Direct, May 2022

CPRE

Campaign updates: 21.5.22

KALC

KALC News, April 2022

KALC training, events & conferences

Power for People: Local Electricity Bill

Kent Connect to Support

National CSSC Green message

Places of Worship Scheme

NALC

CEO bulletins on national developments: 6.5.22 - 1.6.22

Newsletters: 4.5.22 - 1.6.22

NALC events

Local Elections Survey

E-watch

Nos 1970 - 1979

#### Consultations

KALC

KCC Kent Homeless Connect - discontinuation of service

Gatwick Airport

Northern runway public consultation