

WROTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING,
HELD ON WEDNESDAY 3rd April 2024 at 7.00pm
In the Wrotham Pavilion, High Street TN15 7AH

Present: P Gillin (Chairman), H Rayner, K Denton, C Mills, R Betts & T Jacob

In Attendance: Lesley Cox (Clerk) & Angela Boulden

1. **Apologies for absence:**

Cllr's Coffin (T&MBC Commitment), Beach & Vick

2. **Attendance Register**

The attendance register was signed, and declarations of interest duly noted.

All Meetings

Cllr's Gillin, Rayner, Betts, Beach & Denton members of Keep Borough's Green

Cllr Beach member of the St George's Bell Ringers

Cllr Gillin member of Wrotham Xmas Lights

Cllr's Rayner & Gillin 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 Vick member of Wrotham Fireworks

Cllr's Rayner, Gillin, Beach & Denton members of the Campaign for the Protection of Rural

England – WPC corporate member

Cllr Gillin committee member of Tonbridge & Malling branch of the Campaign for the Protection of Rural England.

Cllr Coffin firework provider for Wrotham

Cllr Mills committee member of Wrotham Music Festival

Cllr Mills director of charity, Good Food Matters.

Cllr Rayner Conservative Party Member

Cllr Rayner Member of Tonbridge & Malling Conservative Party Executive & Management Committees

Provider of Electrical Services to Wrotham Parish Council – all meetings Cllr S Vick

3. **Minutes**

The minutes of the meeting held on 6th March 2024 as amended were proposed by Cllr Mills seconded by Cllr Rayner and agreed and signed as a correct record by the Chairman.

4. **Reports from Community Police and or Community Warden**

No reports

5. **Public Question Time**

No Questions Raised

6. **Correspondence Received**

KSS Air Ambulance Charity	Donation Request Donation of £300.00 included in 2024-25 Precept. Previously emailed	Donation of £300.00 proposed by Cllr Gillin, seconded by Cllr Denton and agreed unanimously
KCC	Highway Improvement Plant – Information Pack Previously emailed	Agenda item 1 st May

T&MBC	Parish Infrastructure Statement Previously emailed. Carbon Literacy Training Grant – Confirmation of the award of £260.00 towards 2x places Previously emailed	Agenda item 1 st May Cllr's Denton & Betts to book a suitable course
Clarion Housing	Notification of the removal of the offer to let 10 garages in West Street to alleviate parking problems. Previously emailed	Suggested proposal to be emailed to Clarion
CPRE	Spring / Summer 2024	For Information
SLCC	The Clerk March 2024	For Information

7. Financial Matters

i. Cheques for approval and signature

It was proposed by Cllr Rayner seconded by Cllr Beach, and resolved that the following accounts be passed for payment:

Payable To	Invoice Details	Amount	Cheque No
Suffolk Life Annuities Ltd	Storage Depot Monthly Rental	£400.00	BAC 18/03/24
Business Stream	Public Toilets – Waste Water Annual Charge	£137.93	BAC 18/03/24
Innovation Developments	Pavilion Security Deposit Refund	£50.00	BAC 18/03/24
Information Commissioner's Office	ICO Annual Renewal	£35.00	D D 19/03/24
Church of the Good Shepherd	Food Bank Donation (Winter Support Grant Funding)	£1,000.00	BAC 20/03/24
KCC	West Street Car Park Quarterly Rental 25/03/24 to 23/06/24	£1,125.00	BAC 22/03/24
Kevin Holt	Ground Maintenance Works March 2024	£1,060.00	BAC 26/03/24
Peter Barden	Litter Pick Open Spaces Maintenance – CPA Inspection – Manual Gritter Assembly Container / Racking Collections & Assembly – Trailer Repair/Modification - General Clearance Burial Ground Maintenance Fencing – Whip Planting – Grave Strimming – Lych Gate Pruning - General Clearance Allotment Scrub Clearance St George's Hall – Anti-Climb Spikes/Signage – Gutter Repair & Ramp Clearance Total	127.50 375.00 352.50 82.50 105.00 £1,042.50	BAC 28/03/24
Lesley Cox	Salary March 2024 deductions include pension contribution.. Telephone Total	2,502.70 20.00 £2,522.70	BAC
HM Revenue & Custom	PAYE / NI March 2024.	£1,016.61	BAC
KCC Pension Fund	Pension Contribution March 2024.	£1,232.74	BAC
Borough Green PC **	Skate Park Litter Pick / Checks March 2024	£155.00	BAC
Astra Security Systems *	1 GB Monthly Data per Router Old London Road / High Street	£60.00	BAC
Viking *	Files, Folders & Toilet Rolls	£77.72	BAC
Wrotham Arts Festival	Donation agreed 7 th February 2024	£500.00	BAC
NKCS *	Contract Cleaning February 2024	£708.84	BAC

	St George's Hall to contribute		
Capel Groundcare Ltd*	Ground Maintenance Contract 1 – March 2024 Cuts	£438.00	BAC
Metro Bank Account Transfer	O2 TOP UP – Refund following complaint. Toolstation Item Returned * St George's Hall – Intruder Anti-Climb Spikes & signage Burial Ground – Hedging Whips * F H Brundle * Burial Ground Fencing Fasthosts * - Generic Emails Screwfix * Grinding Discs Monthly Account Fees Monthly Transfer Total	(20.00) (12.99) 114.94 11.98 90.97 208.08 12.00 13.99 7.80 £426.77	BAC

* denotes items including VAT

** denotes 22.3% to be reimbursed

*** denotes 73.3% to be reimbursed

Payments made by Direct Debit / Standing Order Since Previous Meeting 6th March 2024

Water Plus	Pavilion Metered Water	£44.85	18/03/24
ICO	Information Commission Annual Fee	£35.00	19/03/24
Water Plus	Allotment Metered Water	£7.49	
EDF Energy	Multi-Court Electricity	£34.26	21/03/24
Engie	Pavilion Gas	£256.99	
BT Group	Parish Email	£7.50	22/03/24
KCC	West Street Car Park Quarterly Rental	£1,125.00	
Water Plus	Burial Ground Metered Water	£4.63	27/03/24
SSE Energy	Street Light Unmetered Supply	£750.89	28/03/24
T&MBC	West Street Car Park Non-Domestic Rates	£137.20	02/04/24

ii. Bank Reconciliation for sign off

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

BANK ACCOUNT BALANCES as at 6th March 2024

ACCOUNT	BALANCE
Current	£50.00
Business Reserve	£2,637.37
Business Savings	£21,220.66
Community Skate Park	£1.03
CCLA Parish Fund	£42,904.74
CCLA Community Fund	£77,307.58
Metro Account	£543.96
TOTAL	£144,665.34

8. Date of next Parish Council Meeting

The date for the next meeting was proposed for the 1st May to be in the Wrotham Pavilion. The date for the interim planning meeting to be advised.

9. Planning Committee to Consider

1. Applications received

Application Number	Address	Details	Parish Council Recommendation
TM/24/00277/PA	1 Pilgrims Way	Proposed revised design to constructed side Dormer as approved	See Attached

		under 23/02054/FL to include pitched roof	
TM/24/00365/PA	Wrotham Hill Park, Fairseat Lane	Section 73 application to Vary Condition 2 (Plans List) of planning permission TM/22/01605/FL as amended by planning permission TM/23/01122FL (Two storey extension to north west corner and construction of additional storey to north west corner along with associated works; Single storey extension to front entrance; construction new entrance portico and basement access stair; repair of existing roof and reinstate chimney; internal alterations including the lowering and extension of existing basement area with associated works; reconfigured driveway with associated landscaping (Revison to TM/22/00484/FL)) to amend basement, lightwells, patio, bay window to first floor south elevation, new balcony and additonal first floor extension to North East corner with roof terrace above	No Objections
TM/24/00442/PA	Platt House Farm Land and Buildings, Fairseat Lane	Demolition of Agricultural Barn and Erection of 3 Dwellings with Associated Garaging, Storage and Access	No Objections
TM/24/00453/PA	St George's House, High Street	Proposed detached garage with off-road car parking	No Objections

i. Notifications of Decisions

Application Number	Address	Details	Decision
TM/24/00132/PA	Cedar House, St Mary's Road	Up root / remove Yew tree in the back garden as the tree is fairly close to the property and blocks light. Plant another tree in the corner and boundary of the garden.	An Appeal was lodged regarding this planning application on and a Decision of was subsequently reached on the 11 th March 2024. No Objection
TM/23/02001/FL	Park Head Cottage Wrotham Hill Road	Demolition of existing single bay brick, flat roofed garage and replacement with two bay timber framed pitched roof garage	Refused 25 th March 2024

2. Correspondence Received

T&MBC Weekly Planning Lists

The meeting closed at 7.40pm.

.....Chairman

.....Date

Wrotham Parish Council

Lesley Cox
Clerk

Telephone – 01732 886139

Email – wrothampc@btinternet.com

PO Box 228
Sevenoaks
Kent
TN13 9BY

Ref: 240403/001

Date: 3 April 2024

Planning Dept.
Site Address
Decision
Planning Ref.

Application
1 Pilgrims Way
Objection
24/00277

Comments: This application is currently invalid for several reasons.

1. The description states, "*Proposed revised design to constructed side Dormer as approved under 23/02054/FL*". The application 23/02054 did not approve anything as it was withdrawn by the applicant. The description is therefore incorrect.
2. The last approved application is 19/02967.
3. There is no Proposed Ground Floor Plan.
4. There is no block plan showing Proposed Parking Arrangements.
5. Drawing P304B shows a large side extension to the east which is not depicted in other drawings.
6. The existing Site Plan does not show the newly built end of terrace No 1a as referenced in other drawings.

We consider that there are so many inconsistencies with the application that it should be withdrawn. In the event that the LPA asks the applicant to substantially modify the current application then WPC would wish to be reconsulted and to comment in the light of the multiple clarifications required.