

WROTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING, HELD ON WEDNESDAY 3rd June 2026 at 7.30pm In the Wrotham Pavilion TN15 7AH

Present: Cllrs P Gillin (Chairman), D Beach, H Rayner, R Betts (late arrival council Meeting), S Vick, Tony Jacob, V Andrew

In Attendance: H Davison (Clerk/RFO)

1. **Apologies for absence:**

Cllrs M Coffin (Extended Absence), K Denton

2. **Attendance Register**

The attendance register was signed, and declarations of interest 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 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 council meeting held on 6th May 2026 were proposed by Cllr Rayner, seconded by Cllr Andrew, agreed and signed as a correct record by the Chairman.

4. **Reports if any from Community Police Officer**

No Report

5. **Public Question Time**

No Questions Raised

6. **Parish Infrastructure Statement 2026**

The clerk has organised a meeting with TMBC representative for further discussion on potential \$106 funding for projects, qualifying factors and feasibility. The clerk will request an extension on the submission deadline for the Parish Infrastructure Statement and defer a finalised submission to be agreed at June meeting with a prioritised list of agreed \$106 parish community works projects.

7. **Reports if any from County &/or Borough Cllr**

South East Water shortages and low pressure has been occurring throughout the area, generally affecting higher land areas worse.

We have received communication from a local resident regarding the burial ground entrance gate which is for discussion under correspondence.

Fen Pond Road surface repairs are due to be carried out in July, dates to be confirmed.

An application regarding Wrotham Quarry is open for comments at present. Trosley council has asked Cllr Rayner to assist at a local meeting on approach and implementation of the application which has been granted in principle.

UK Power Networks have contacted Cllr Rayner regarding their substations in relation to effects of climate change and flooding. Cllr Rayner is in communication with Cllr Betts on this matter and they are working on a plan to assess, manage and mitigate potential flooding around any parish substations.

The minister is due to make a decision on LGR in July. Now is a good time to look at vacant land within the parish. New unitary authorities will come with significant debts. There is a danger this will drive authorities to seek to sell land which is surplus to their operational requirements and possible they will sell it as a planning authority with potential planning consent in order to reduce unitary debt.

Closure scheduled on A227 from the 22nd of June through to 8th of July. Details will be passed on to the clerk for the WPC website and notification to the parish magazine.

Borough Cllr Robin Betts

Tetra packs can now be recycled in the green recycling bins and the marketing plan is being reviewed.

Testing of the new air source heat pumps at Larkfield Leisure centre has started which is a retrofit system and learning new technology within an old building, approximately 90% funded by climate grant.

Green grants has just closed the first round with 12 applications being approved and the second round approaching.

An Anti-Idling campaign is underway focusing on schools within the borough to reduce climate pollution and improve air quality.

Cllr Betts attended the Climate Action Shipbourne & Plaxtol community event focusing on showcasing products and educating the public on climate change and Net Carbon Zero, supported by KCC and TMBC.

The government has introduced a new asylum seekers dispersal scheme, either buying or leasing homes, and changing the use. TMBC have no powers to look into safeguarding or carry out due diligence to check the properties are safe or suitability. The scheme came into place following the change to Article 4 of permitted development rights.

South East Water infrastructure is declining day by day and Cllr Betts would like WPC to look at being prepared for continued and more frequent instances of water outages and producing a contingency plan.

8. **Reports from KALC, PPP Or External Body**

KALC

No Report

PPP

There has been a serious discussion around Borough Green Garden City with heavy concerns raised over the developer which appears to have gone out of business within the last month, and other issues including investors, lack of essential infrastructure, insufficient water supply and wastage system. Further discussions are taking place now as to how to proceed with this development and the local plan as this investment is currently somewhere between £3-3.5 million. The safer neighbourhood's team is now in action, to date Snodland has not participated in the scheme, and so far, there appear to be minimal incoming ASB reports for Wrotham.

Air quality has generally improved in the area apart from a couple of stubborn locations at particularly busy traffic spots.

Tree planting has been extremely successful surpassing its target and achieving over 2000 new plantings with a mixture of micro forests and other schemes to maximise carbon capture.

TMBC now has 2 thermal imaging cameras.

CPRE

No Report

9. **Reports from Parish Works**

Grounds

No Report

Buildings

St Georges Hall, run by the management committee, recently had the toilets roof repaired. The works involved far exceeded what was originally anticipated and quoted for. Internal repair and decoration works will be required once moisture has dried out and labour is available. There will be a small strip of about 3 inches along the guttering wall edge where there is no internal insulation, however this will not affect the improvement that the works will have to the overall insulation now in place.

Highways

In the village square there are now two trees planted and new benches and bins on order. Residents, businesses and council members have been watering these. KCC have completed their report on the proposed 20mph zone in the village and confirmed suitability for a 20mph reduction in the village which covers most of the area WPC requested. Cllr Beach has requested a meeting with the officer for further discussion on the next steps towards getting the project started and implemented.

Finance

As WPC has now secured a new long-term hire of the pavilion the quarterly financial analysis & review will be produced on the original budget prepared and agreed at January's WPC meeting.

Planning

No report

Skate Park

Refurbishment of the latest new metalized jump has started. The safety Heras fencing placed was vandalised and will need to be replaced with additional security measures.

Other Parish Works Or Reports

No Reports

10. **Correspondence Received:**

Correspondent	Details	Action
Malcolm Wiffen	Email from resident, Village hall roof hole on Goring Place side, possible missing tile. Previously emailed	Cllr Denton to check.
Barry Martin	Email from resident, Cemetery gate 'needs work' & gate entrance gets muddy. Previously emailed	WPC will monitor the gate for any repairs required.
WAGS	Email from Allotments Society re: Plot 10T which has become severely overgrown and declined by waiting applicants due to the vegetation state. Previously emailed	WPC and WAGS will work together to make suitable for next tenant on waiting list.
BGPC	Shopper Bus Costs, continuation of alliance contribution Previously emailed	Cllr Vick proposed to continue contribution, Cllr Gillin seconded, agreed unanimously
TMBC	Emerging Local Plan - Local Green Space - Request for Evidence Previously emailed	Further information provided on classification
	PPP – Safer Neighbourhoods Presentation	For Information

	Previously emailed Independent Advisory Group 2026 Introduction & Invitation Previously emailed	For Information
Kent Housing Group	Rural Housing Week Seminar – 7 th July 2026, Event Invitation Previously emailed	For Information
NALC	Upcoming Events CEO Bulletin Previously Emailed	For Events visit https://www.nalc.gov.uk/event.s.html - contact RFO or Clerk for login details For Information
KALC	Kent ACRE crowdfunding campaign to secure a permanent Village Hall Advisor and associated start-up costs Previously emailed Upcoming Events Previously Emailed Weekly Bulletin Previously Emailed Newsletter Previously emailed	For Information, direct contact information provided For Information. For Information For Information
Rural Services Network	The Rural Bulletin Previously Emailed	For Information
Tom Tugendhat	News From Your MP Previously Emailed	For Information
St Georges Church	Invitation to Revd Stewart Gibbs' Licensing Service, 2 nd June 2026, 7.30pm Previously emailed	For Information

11. Financial Matters

i. BAC payments 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	Date	Payment Type/Ref
NKCS *	Contract Cleaning March 2026 St George's Hall to contribute Awaiting Invoice	£735.70	11/05/26	12307
KAS Welding*	Skatepark Shelter Repair & Materials Inv 02660	£2,988.00	13/05/26	12311
Les Henry Associates*	Local Plan Professional Appraisal Report LHA/WPC/2026/01	£500.00	13/05/26	12313
Terry Olding	Ground Maintenance Works April 2026	£450.00	27/05/26	12326
Peter Barden	Ground Maintenance Works May 2026 Village Trailer Tow Bar* Total	1,428.75 129.99 £1,558.74	29/05/26	12346 12347
KAS Welding*	Skatepark Shelter Repair Labour Inv 02665	£1,080.00	29/05/26	10349
Suffolk Life Annuities Ltd	Storage Depot Monthly Rental FA4837	£400.00	03/06/26	12363
Helen Davison (Whitehouse)	Salary May 2026 deductions include pension contribution. 7175 Telephone Total	1,604.02 10.00 £1,614.02		
HM Revenue & Custom	PAYE / NI April & May 2026.	£1,403.48		

KCC Pension Fund	Pension Contribution May 2026	£584.52		
Lesley Gillin	Financial Office Support May 2026	£60.00		
NKCS *	Contract Cleaning April 2026 St George's Hall to contribute	£371.10		
SV Electrical *	Inv 5601, SGH Emergency Fitting & Key Switch Test Point	282.00		
	Inv 5600, SGH Repair Circuit Tripping, Replace PIR & Bulkhead Fittings x 3	372.00		
	Total	£654.00		
DAVS	Donation, agreed at May meeting	£200.00		
HOKH	Donation, agreed at May meeting	£200.00		
TMBC	Safer Neighbourhoods Team 2026 Contribution	£2,000.00		
Kent Grassland Services*	Grounds Maintenance, Small Mowing Contract – Inv 4137 May 2026	£684.00		
Borough Green PC **	Skate Park Litter Pick / Checks May 2026	155.00		
	31 days @ £5 per day **			
	Equipment Inspection Check	84.00		
	4 weekly visits @ £21 per day			
	Total	£239.00		
Ward Security*	CCTV Data, April 2026	£120.00		
Streetlights*	Quarterly CCTV Camera Clean – 16262	£81.00		
Metro Bank Account Transfer	Monthly Charges	8.90	28/05/26	12367
	Microsoft 365 Family, Annual Subscription*	104.99	29/05/26	12369
	Monthly Transfer Total	£113.89		

* denotes items including VAT

** denotes 22.3% to be reimbursed (St Marys Platt)

*** denotes 73.3% to be reimbursed (BGPC& SMPC)

**** denotes 81.61% to be reimbursed

**** denotes 83.141% to be reimbursed (Alliance)

Payments made by Direct Debit / Standing Order Since Previous Meeting 6th May 2026

Positive Energy	Public Toilets Energy – 635775 7129	£53.71	13/05/26	12315
Positive Energy	Multi Court Energy – 635773 7132	£44.31	13/05/26	12317
TMBC	Non Domestic Rates Cemetery - 2025810	£57.00	20/05/26	12320
British Gas	Pavilion Gas - 604159629	£26.22	27/05/26	12322
SSE	Streetlight Supply	£139.78	08/05/26	12336
British Gas	Pavilion Electric - 604159633	£20.74	01/06/26	12352
TMBC	Non Domestic Rates West Street - 7126277	£62.00	01/06/26	12354

ii. Bank Reconciliation for sign off

Bank Reconciliations presented for signature. Statements due out on the 5th June 2026

BANK ACCOUNT BALANCES as at 5th May 2026

Current (1200)	£50.00
Business Reserve (1201)	£2,928.20
Business Savings (1203)	£93,507.22

CCLA FOW Fund (1205)	£8,214.18
CCLA Parish Fund 1 (1207)	£47,332.47
CCLA Community Fund 2 (1208)	£60,493.30
Metro Account (1209)	£903.51
TOTAL	£213,428.88

POST MEETING NOTE: BANK ACCOUNT BALANCES as at 5th June 2026

Current (1200)	£50.00
Business Reserve (1201)	£2,641.25
Business Savings (1203)	£78,467.49
CCLA FOW Fund (1205)	£8,239.55
CCLA Parish Fund 1 (1207)	£47,478.71
CCLA Community Fund 2 (1208)	£60,680.21
Metro Account (1209)	£886.11
TOTAL	£198,443.32

12. Date of next Parish Council Meeting

The date for the next meeting was proposed for the 1st July to be held at 7.30pm, in the Wrotham Pavilion, with the date for the interim planning meeting to be advised.

13. Planning Committee to Consider

1. Applications received

Application Number	Address	Details	Parish Council Recommendation
26/00604/FL	Erewhon, Old Coach Road	Two storey side and rear extension, single storey front extension and internal alterations	No Objection
26/00680/FL	Wrotham Park, Park Drive	Section 73 application to vary condition 3 (Approved plans) of Planning application TM/23/00500/FL Two storey side extension, single storey side entrance/WC extension, external alterations and associated landscaping. To reference the amended plans to accommodate minor internal and external layout alterations	No Objection
26/00678/FL	El Nido, St Marys Road	Single storey rear extension	No Objection
26/00677/FL	Coney Shaw Farm, Kemsing Road	Installation of 3 No. Air Source Heat Pumps (ASHP) to low level, of the West external elevation	No Objection
26/00683/TPOC	Four Seasons Park, Labour In Vain Road	1 x Cherry (T1 applicant reference) - Fell. Tree is self-seeded in hedgerow, and very close proximity to chalet. Branches are rubbing on chalet walls. Blocks out light to rooms at rear. Tree standing within W1 of TPO	Objection, Attached Refers
KCC/TM/0006/2026	Lands at, and to the North of Wrotham Quarry, Addington, Wrotham, Kent ME19 5DL	The winning and working of minerals (silica and building sand) in the form of a lateral northerly extension to the existing quarry with restoration to original ground levels to be achieved via infilling the quarry void with imported inert construction and demolition waste (C&DW); the permanent storage of indigenous overburden materials within the main quarry void for the purposes of buttressing the reservoir to the West of the main quarry void; the temporary diversion of Footpaths MR183 and MR165; the erection of an earthen screening bund; the revised phasing of extraction, infilling, buttressing and restoration works permitted at the Site to be secured via the relinquishment of all extant planning permissions and previous	No Objection Cllr Rayner declared interest and abstained

		Section 106 legal agreements at the Site; and the progressive restoration of the Site to agriculture and biodiversity after uses	
26/00982/TNCA	The Old Vicarage Borough Green Road	1 x Cherry tree - (T1 applicant reference) Reduce the tree overall by approx 40% (approx 3m overall reduction) 1 x (T2 applicant reference) Magnolia tree, - Laterally reduce the protruding lawn side of the tree by approx 2.5m to bring into shape with the remaining crown	No Objection
26/00991/PIP	Land Between Arcadia And Spring Park Labour In Vain Road	Permission in Principle for 1 dwelling	Objection, Attached Refers

i. Notifications of Decisions

Application Number	Address	Details	Decision
26/00502/FL	The Hollies Borough Green Road	Installation of Electric vehicle charging point in garden	Approved – 22 nd May 2026

2. Correspondence Received

T&MBC Planning Applications Lists

The meeting closed at 9.21pm

..... Chairman
..... Date

Application Summary

Address:	Four Seasons Park Labour In Vain Road Wrotham Sevenoaks Kent TN15 7PA
Proposal:	1 x Cherry (applicants ref. T1) - Fell. Standing in Woodland W1 of Tree Preservation Order
Case Officer:	Edward Jones

Customer Details

Name:	Ms Helen Davison
Email:	clerk@wrotham-pc.gov.uk
Address:	PO Box 228 Wrotham TN13 9BY

Comments Details

Commenter Type:	Councillor
Stance:	Customer objects to the Planning Application
Reasons for comment:	- interested party - other
Comments:	Wrotham Parish Council objects to the proposal on the basis that the applicant has historically on repeated occasions removed trees under TPO and has further failed to replant trees as was instructed by court order.

Subject: Comments acknowledgement for KCC/TM/0006/2026

WPC is of the opinion that it is better to extend a quarry than to start a new quarry elsewhere because all the necessary equipment and expertise are on site. WPC is therefore, in principal, in favour of the proposal.

Although the site is known as Wrotham Quarry, it is located between Trottiscliffe and Addington and both these villages have parish councils. We suggest that your presentation would be better directed towards those PCs.

Kind regards

Comments for Planning Application 26/00991/PIP

Application Summary

Address:	Land Between Arcadia And Spring Park Labour In Vain Road Wrotham Sevenoaks Kent
Proposal:	Permission in Principle for 1 dwelling
Case Officer:	Sarah Edwards

Comments Details

Commenter Type:	Councillor
Stance:	Customer objects to the Planning Application
Reasons for comment:	- interested party - member of neighbourhood group - other

Comments:

WPC Objects to the proposal on the following grounds:-

1. WPC does not agree that the application site has become PDL due to the remote stables.
 2. The location is unsustainable, being devoid of any services.
 3. Any development is dependent on private cars.
 4. The access is via Labour in Vain Road which is a narrow country lane without pavements. Residential development in such locations is detrimental to highway safety, particularly for children on a road with a 60mph speed restriction (unrestricted).
 5. Contributing to infill development will result in semi urban strip residential development along a country road. Such development is uncharacteristic and alien within the National Landscape and is therefore detrimental to the outstanding natural beauty of the North Downs scarp.
 6. Allowing semi urban strip development, in any form, would not positively enhance the AONB as required by the Crow Act, as amended in 2023.
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