

## PENSHURST PARISH COUNCIL

### Minutes of the Ordinary Parish Council Meeting held on Monday 5 February 2018 at 7.45pm in Penshurst Village Hall

- PRESENT:** Cllrs A Campbell (Chairman), J Broadhead, I Carson, J Cass, S Frederick, J Horsford, J O'Shea, R Rees, B Townsend
- APOLOGIES:** KCCllr P Lake

**In attendance:** SDClr Mrs S Coleman, Mr P Johnson (Neighbourhood Watch & Almshouses)

#### Declarations of interests in agenda items

If a Member has a disclosable pecuniary interest in an item of business this must be declared at the start of the meeting, unless dispensation has been granted. The member may not participate in any discussion, vote or discharge any function related to that business.

Non-pecuniary interests may be declared at this point if not already registered. Members with a non-pecuniary interest may speak on the subject if members of the public can do so but may not vote.

**Cllr J Broadhead** - Personal interest in Planning Item: SE/18/00050: Hammer Tower, Penshurst Road, Penshurst

- MINUTES OF MEETING HELD ON 4 December 2017**, having been circulated were approved and signed by the Chairman.

#### MATTERS ARISING:

**a. Safe Pedestrian Access to Penshurst Church:** Highways Schemes Project Manager advises that in order to obtain any KCC funding for improvements they would need to look at evidence of injury crashes, particularly involving pedestrians. Highways records show there had been no crashes in the previous three years, the last injury crash recorded being in 2004. ED to check forms available and action if feasible.

**b. Forge Field:** Cllr Campbell confirmed ED had received advice from WKHA that they had taken the commercial decision not to go forward with the affordable housing in Forge Field in order that they could focus on other objectives. The current SDC call for sites had produced a list from parishes which had been given initial checks for compliance with current designations. It was proposed by Cllr Campbell, seconded by Cllr Rees that ED write to SDC and ask that a list be produced of all sites within the parish which meet the criteria for Rural Exceptions Sites, regardless of size. This proposal was unanimously approved.

**c. Fire Hydrant:** Further emails forwarded for response, ED provided copy of response received on day of meeting for the resident to Cllr Carson who would pass this on to him in order that he could liaise with the relevant Fire Officer regarding the problems he was experiencing.

#### OPEN SESSION

ED to report drain cover near Burzes Cottages/Nash's Lane which was lifting.

It was noted that litter had been overflowing and a dog waste bin had also been full over the December/January period. ED confirmed the ones mentioned were not the responsibility of the PC.

Parishioner reported that he had lost copper cabling which had been stripped with the covering materials burnt on his site causing black smoke, fly tipping had also become a problem again. Fly tipping could be reported to SDC on line.

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#### 5. PLANNING

##### Applications:

**SE/17/03781: 16 Glebelands, Penshurst:** Demolition of single storey side/rear extension to facilitate construction of side two storey and rear single storey extensions. **PC Response:** From the plans, the PC are concerned that the proposed extension looks disproportionately large in relation to the existing building. Since no calculations of the area of the existing building or extension have been provided, we would ask that the Planning Officer check that the increase is less than 50%

**SE/17/03473: Fir Tree House Tea Rooms, Penshurst Road, Penshurst:** Proposed new office, through loft conversion of car port and outbuilding with new rooflights. **PC Support**

**SE/17/03772: Colquhouns, High Street, Penshurst:** Internal alterations and replacement of windows to front elevation.

**SE/17/03854: Colquhouns, High Street, Penshurst:** Erection of three bay garage and storage with playroom on first floor. Retain existing vehicular and pedestrian access from main road.

**SE/17/03732: Woodgates, Walters Green Road, Penshurst:** Replace existing window with replacement door to rear.

**PC Support**

**SE/17/03677: 1 Moat Cottages, Doubleton Lane, Penshurst:** Two storey/single storey extension to side, basement and associated external works: alterations to fenestration, roof. **PC Response:** Although the PC are aware that the proposal exceeds 50% of the existing dwelling, we consider that it is of better design and more in keeping with the existing building than the extant consent of the same size granted under 90/02033. We therefore support the application

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**Decisions:**

**SE/17/03568: Birches, Fordcombe Road, Penshurst:** Erection of greenhouse. **GRANTED**

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**Appeals:**

**APP/G2245/W/17/318949 - SE/17/00825: Vine Cottage, Grove Road, Penshurst:** Conversion of existing barn dwelling. Appeal & Award of Costs allowed.

**Tree Surgery:**

**SE/18/00114: Loft House, Penshurst Road, Penshurst:** Reduction to 1 Yew Tree by 30%

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**6. REPORTS:**

**a. Kent County Councillor:** Cllr Lake advised ED that Kent Highways had agreed to look carefully at speed limits on Spring Hill. Speed measuring devices would be installed in the road as part of the exercise, Cllr Lake would be calling for the 40 MPH and 30 MPH signs to be drawn further out and for additional signage if necessary, including a speed indicator device. Members raised the issue that Cllr Lake had offered to get speed checks of this type carried out between Glebelands and the main High Street area to support the Parish's wish to obtain a reduced 20 MPH speed limit past the school. ED also asked to remind Cllr Lake he had promised to arrange to have the BT telegraph pole installed in Chafford Road by the bridge removed as it restricted the road width for larger vehicles including farm vehicles.

**b. Sevenoaks District Councillor:**

**UK Power Networks:** I attended the first UK Power Networks Local Government Forum and learnt about how the electricity network is changing to become more reliable and how smart technology can benefit residents by giving them greater cost savings. UK Power have a role in meeting future housing stock plans by investing ahead of need with developers to ensure power demands can be met. This is a challenge with the continued increase in the number of home gadgets. In the period up to 2023 they will be investing £1.2 billion to meet changing demand and a further £2 billion to replace ageing assets and increase capacity. There is a big emphasis on safety after Grenfell. It is now becoming possible for energy used in business to be stored in batteries which can be charged up on cheap rate electricity and then released when needed. EDF have developed a sun plug for homes and the installation of smart meters

and solar panels in new build homes and affordable housing could enable customers to make great savings on their bills. The cost of retro-fitting for existing homes may be too great and, in our area, getting a good signal is another challenge!

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**c. KALC:** Next meeting scheduled for March

**d. Alms Houses:** Mr Johnson advised that items will be covered in an annual report provided in future.

**e. Neighbourhood Watch:** Mr Johnson advised he had obtained crime figures - 25 reports - from 3 November 2017 - 2 February 2018. One crime during that period had occurred in Penshurst: tyres had been slashed on a car parked in St. Peter's Row at Fordcombe over night, other calls reported mainly thefts from Penshurst residents. One call reported a police visit at midnight, residents had been told wrongly that a burglar alarm had been activated, it had not and the call was a scam. 919 crimes were recorded in the SDC area including thefts from vehicles, criminal damage, burglaries and robberies. Mr Johnson had been approached by a number of resident asking if the Speedwatch Group could be reinstated again, the speed of vehicles passing through the parish would appear to have increased beyond the speed limit leading to two accidents in one week. The increase in runners and cyclist increased the dangers on the roads.

**f. High Weald Councils Aviation Action Group:** No report

**g. Coach Road Bridge:** Mr Johnson had inspected the bridge on the morning of the 4 February and advised there had been no movement since the previous check.

**h. Allotments: Condition of site:** Letter forwarded to one holder advising plot will be withdrawn at the end of March 2018 and that site must be cleared of any items by that time. ED to advertise vacant allotment plots on the Bottle House site.

## **7. HIGHWAYS:**

**267923: Fire hydrant - re-siting enquiry.** No response received from Kent Fire organisation.

**306399: Signage:** 'Drive Carefully' signage adjacent to Stubbs Wood Farm - metal upright rotted and repaired, standard of work not considered acceptable. Website indicates work now completed again. Cllr Townsend complained about the quality of workmanship regarding this repair and considered the contractor plus whoever had approved the work should be sacked

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**316158: Speed Sign - Smarts Hill:** Website indicates work completed 4 December.

**321384:** Pothole between Stack Yard and Beacon Cottage, The Lane. Website indicates work completed 2 January 2018.

**328036:** Request for white lines at junction of High Street and Penshurst Road in Penshurst to be repainted. Works being programmed as of 24 January.

**329435:** Sign broken and lying on verge at bottom of Rogues Hill, website indicates issue being investigated as of 29 January.

**330353:** Sunken pavement between Latymers Lodge and rubbish bin, opposite Colquhouns Cottage.

**332002:** Potholes between Gate Cottage and Haley Cottage, The Lane

**300371:** Meadow Wood: Flooding of road, already on system from last report submitted with works being programmed.

**8. FINANCE:** The following accounts were presented and approved for payment:

Chiddingstone Parish Council	Swathe & Visibility Contract 2017	£816.98
RIP Cleaning Services	Dog Waste Removal	£153.60
SDC	Refuse Freighter Fee	£187.20
Lee Jenner	Lengthsman	£72.00
Mrs E M Divall	Bus Shelter Repair Invoice	£375.00
	Village Signage - Pedestrians	£80.79
	Safety Spray Paint	£29.73
		(£485.52)

**a. Costings for PCSOs:** Provision of PCSOs advised as £32,193 per annum plus additional cost to cover transport/vehicles/fuel etc. This would be negotiable on case by case basis. Charges would be made on quarterly basis and the Parish Council would be required to make a long term commitment to proceed due to length of training and cost involved.

ED advised that cost of provision of PCSOs is £32,193 per annum plus additional cost to cover transport/vehicles/fuel etc which would be negotiable on case by case basis. Charges would be made on quarterly basis and the Parish Council would be required to make a long term commitment to proceed due to length of training and cost involved. Government National Careers Service provides following figures for PCSOs: Starter £17,500 - £19,500; Experienced £21,500 – £23,250. These figures are per annum based on a 37 hour week. On cost therefore equals between 40% and 65% of salary without further charges for transport/vehicles/fuel which are negotiable. Members did not feel supporting this option was economically feasible.

**b. Parish Weed Treatment:** Quotations received from Complete Weed Control to cover Fordcombe and Penshurst: £160 per treatment for Fordcombe and £220 per treatment for Penshurst. If three treatments booked annually a 5% discount would be given. Members agreed that two treatments per annum would be sufficient based on previous experience, ED to action.

**c. Bulk Freighter:** Provisional dates requested: 24 March, 14 July, 29 September & 1 December.

**d. Quarterly Accounts:** ED had circulated the quarterly accounts for the councillors' information.

**e. SDC Fun Day:** Date scheduled by SDC offered as Friday 24 August 2018, availability of Fordcombe Village Hall being checked.

## 9. CORRESPONDENCE:

**a. Police Community Support Officers:** Advice received from PS Pete Ballard - PCSO Supervisor - that local PCSO's would attend one PC meeting in three.

**b. Parishioner:** Request that village signs be replaced due to poor condition, possible funding to be made available to have the signs repainted. ED asked if funding could be approved for painting of village signs, ED to check with Highways/SDC if this was permitted prior to budget being discussed.

**c. Chafford Park Farm:** Information received from resident and SDC officers regarding current position with regard to planning permission and compliance with conditions imposed.

**d. Kent Police:** Information received that crime could be reported on line: [www.kent.police.uk/report](http://www.kent.police.uk/report). This option should save time and a confirmation email complete with reference number should be provided immediately.

## 10. ANY OTHER BUSINESS:

**a. Defibrillator Cabinet Code:** ED to check with regard to procedures required to gain access to the cabinet provided with the new defibrillator.

**b. Beacon Lighting:** Cllr Rees reported on suggestions for events to recognise the anniversary of the First World War on the 11 November 2018, lighting of a beacon was one possibility.

**c. Village of the Year Competition:** Cllr Rees reported that although Penshurst did not win they reached the final television stages. Penshurst Place was a major part of the show plus the Duck Race, an article was expected in the local authority magazine. Cllr Rees was thanked for his efforts in connection with the event and congratulated on its success.

**d. Church Wall:** Cllr Carson reported that the trees recently cleared by the PC contractor had exposed the wall which had ivy growth on some of its areas. Cllr Carson would check the extent of this and clear where possible, meeting to be arranged with Cllr Campbell after initial work completed to decide on any options available. Cllr Carson advised the estate were pleased with the tree work undertaken.

**e. Swathe Contract:** ED asked to arrange for the hedging on Poundsbridge to be reinstated in the contract.

**f. Potholes:** ED asked to report potholes between Haley Cottage and Gate Cottage in The Lane.

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**b. Parishioner:** Request that village signs be replaced due to poor condition, possible funding to be made available to have the signs repainted. ED asked if funding could be approved for painting of village signs, ED to check with Highways/SDC if this was permitted prior to budget being discussed.

**c. Chafford Park Farm:** Information received from resident and SDC officers regarding current position with regard to planning permission and compliance with conditions imposed.

**d. Kent Police:** Information received that crime could be reported on line: [www.kent.police.uk/report](http://www.kent.police.uk/report). This option should save time and a confirmation email complete with reference number should be provided immediately.

**10. ANY OTHER BUSINESS:**

**a. Defibrillator Cabinet Code:** ED to check with regard to procedures required to gain access to the cabinet provided with the new defibrillator.

**b. Beacon Lighting:** Cllr Rees reported on suggestions for events to recognise the anniversary of the First World War on the 11 November 2018, lighting of a beacon was one possibility.



- c. Village of the Year Competition:** Cllr Rees reported that although Penshurst did not win they reached the final television stages. Penshurst Place was a major part of the show plus the Duck Race, an article was expected in the local authority magazine. Cllr Rees was thanked for his efforts in connection with the event and congratulated on its success.
- d. Church Wall:** Cllr Carson reported that the trees recently cleared by the PC contractor had exposed the wall which had ivy growth on some of its areas. Cllr Carson would check the extent of this and clear where possible, meeting to be arranged with Cllr Campbell after initial work completed to decide on any options available. Cllr Carson advised the estate were pleased with the tree work undertaken.
- e. Swathe Contract:** ED asked to arrange for the hedging on Poundsbridge to be reinstated in the contract.
- f. Potholes:** ED asked to report potholes between Hayleigh's Cottage and Gate Cottage in The Lane.

**Meeting concluded 9 pm**

**Next Meeting 5 March 2018 - Fordcombe**

**SEVENOAKS DISTRICT COUNCIL  
PARISH/TOWN COUNCIL PLANNING APPLICATION  
CONSULTATION RESPONSE**

<b>REFERENCE:</b>	<p><b>SE/17/03772:</b></p> <p><b>SE/17/03854:</b></p>
<b>SITE:</b>	<b>Colquhouns, High Street, Penshurst</b>
<b>PROPOSAL:</b>	<p>Internal alterations and replacement of windows to front elevation.</p> <p>Erection of three bay garage and storage with playroom on first floor. Retain existing vehicular and pedestrian access from main road.</p>
<b>SUPPORT:</b>	

<b>OBJECTIONS AND REASONS:</b>	
<b>NO OBJECTION</b> <b>NO COMMENT</b>	
<b>FURTHER COMMENT</b>	Unfortunately the PC did not receive these applications in time to be able to submit a response, we can only assume this was due to the erratic postal service during the holiday period. Please accept our apologies.
<b>FROM:</b>	Penshurst Parish Council
<b>DATE:</b>	5 February 2018
	E M Divall (Mrs) Administrative Officer