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**WEST KINGSDOWN PARISH COUNCIL**

Minutes of the Parish Council Meeting held in St Edmunds Centre School Lane, West Kingsdown  
on **Wednesday 25<sup>th</sup> October 2023**

Members of the Parish Council: Cllr D King (Vice Chairman), Cllr Mrs V Bennett, Cllr R McCarthy,  
Cllr R Seal, Cllr Mrs M Richards .

Also in attendance PC Owen, PC Wilson, Cllr Brazier, and 2 Members of the public

**Apologies for Absence:** Cllr Mrs P Bosley ,Cllr I Bosley, Cllr P Chalk, Cllr G Christie, Cllr S Gray

**Members of the Public and Councillors who wish to raise matters.**

**Police**

In attendance PC Wayne Owen to introduce himself along with PC Ash Wilson, Wayne had been our PC since June but was handing over to Ash as she had been appointed to West Kingsdown along with Eynsford, Kemsing, Fawkham, and Shoreham. It is hoped when up to full strength there will be two officers for this area. Contact was encouraged through "My community Voice" It is hoped to hold coffee mornings/surgeries in consultation with the Clerk at the Pavilion.

Cllr Seal commented on the lack of presence in the past and difficulty reporting matters to the police, he mentioned gypsy problems and welcomed a greater police presence. PC Owen commented that maybe things hadn't been as they should in the past, but it was hoped this new restructure would give the police a better working plan moving forward. Several areas of concern were raised with the police whilst they attended the meeting and would be followed up by the Clerk. Cllr Watchorn and Cllr Seal both wanted their details shared with the police to discuss matters. Cllr Richards asked in the Community partnership meetings were still being held in other Parishes – The Clerk to find out.

**Recycling area - Flytipping**

The District Council have to pay to remove flytipping from the recycling area as that is their responsibility.

**Brands Hatch – A20**

Mr Birley reported another accident outside Brands Hatch only a month after a similar accident. This involved a car pulling onto the A20. Cllr Brazier emailed a KCC officer whilst he was hearing of this accident asking for a survey to be carried out for road markings and signage.

**Letter Received**

Cllr Mc Carthy reported that Mr Vining was not happy with the email he had received following his queries. It was asked why it wasn't brought to the Council meeting before answering. The Clerk advised that it was received the first day of her annual leave and rather than leave for three weeks she had asked the Chairman to respond. It is usual practice not to add all correspondence/ emails to the agenda as many can be dealt with directly as they are received at the Parish Council Offices by the Clerk. The contents of the response was circulated at the meeting and Members agreed the following actions

1. An apology to be sent from Chair to Mr Vining
2. Letter to be discussed further at the next General Purpose meeting in November

**Handyman:**

Cllr Mc Carthy asked about the jobs that David Diboll used to do and asked if a handyman could be employed by the Council as and when required. The Clerk to put together a job spec for consideration at the General Purpose meeting.

**Parking**

Parking outside the Oasis Café and Hever Road Shops. Cllr Harrison gave an update and these area of concern were also raised with the police who would be in attendance in this area when they were in the area. Parking up to the junction of Fawkham Road and London Road also causing a problem turning into Fawkham Road .

**Selling of cars A20**

This would be reported to KCC and also the parking up to the junction of Fawkham Road and London Road causing a problem turning into Fawkham Road

**Planning Committee**

Members : Cllr J Watchorn (Chairman), Cllr Mrs V Bennett, Cllr R McCarthy,  
Cllr Mrs M Richards, Cllr R Seal, Cllr D King,

**Apologies for Absence:** Cllr Mrs P Bosley ,Cllr I Bosley, Cllr P Chalk, Cllr G Christie, Cllr S Gray

**Declarations of Interest:** No declaration declared.

**Plans:****SE23//02824/FUL: Holmewood Knatts Valley Road:**

Demolition of existing detached house, garage and outbuilding. Construction of replacement detached house with associated landscaping works. Objection and comment

**SE/23/02783/LDCPR Holmewood Knatts Valley Road:**

Construction of a garden outbuilding incidental to main dwelling. Comment

**SE/23/02475/FUL: Knatts Valley Caravan Park :**

Proposed change of use of land for the formation of no.11 gypsy / traveller pitches comprising of the siting of 1 static caravan and 1 touring caravan per pitch, alongside erection of dayroom. Objection and comment

**SE/23/02084/HOUSE: 15 Phelps Close**

Single side extension – Comment

**SE/23/02769/HOUSE: 2 Sherbourne Close:**

Single storey side extension with solar panels Comment

**SE/23/02765/FUL: Rear of Hillside Knatts Valley Road:**

Demolition of existing outbuilding. Construction of a single storey detached dwelling with associated parking and new access. Bin and Cycle storage facilities. Landscaping – Objection and comment

**SE/23/02149/HOUSE 3 Hazelden Close**

Proposal Demolition of existing garage to erect extension to create habitable room. Demolition of rear conservatory and erection of a single storey rear extension with rooflights with material amendment to front elevation landing window. Alterations to front porch and fenestration. No Comment

**Appeals:**

**Land South of Hailwood Place School Lane:** outline application for up to 6 custom built dwellings/ houses. With associated parking and biodiversity enhancements with some matters reserved. To be heard via hearing at SDC on 14<sup>th</sup> November at 10am Noted

**Land East of Rising Sun Cotsman Ash Lane.** Use of land for domestic recreation – Hearing to be held at SDC Sevenoaks on 5<sup>th</sup> December at 10am Noted

**Parish Council Meeting**

**Declaration of Interests relating to items on the Agenda :** Cllr Seal as a resident of Kingsingfield Road

**Minutes of Previous Meetings**

The MINUTES of the Planning Committee meeting held on Wednesday 27<sup>th</sup> September 2023 were submitted

It was moved from the Chair that they be signed as a true record and any recommendations implemented

**ALL IN FAVOUR**

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**ALL IN FAVOUR**

### **Any Urgent Business**

The Chairman ruled that any business received since the despatch of the Agenda, by reason of special circumstances, be considered, in order to avoid any undue delay and have up to date information.

**Diary Items.** No diary items

### **Footpaths**

#### **Encroachment**

The letter from KCC to residents in Rushetts Road and Kingsingfield Road was circulated to Members prior to delivery by Mr Barry, which had agreed been by Parish Council. Discussion took place and it was felt that the letter contained some contradictions and therefore would not be delivered until discussed further at GP meeting. It was explained that although an unadopted road the residents owned to the middle of the road and to protect the grass verge from being churned up and left in a poor state of repair, residents had placed rocks or bollards along the edge of the verge to prevent them being driven over. An area of concern was raised that if the grass verges were driven on there is drainage that runs underneath and this could be damaged.

**ALL IN FAVOUR**

### **Correspondence**

#### **SDC licensing**

On 20<sup>th</sup> September the Licensing Committee approved proposed amendments to the current Hackney Carriage and Private Hire Licensing Policy to be consulted upon.

This is your opportunity to feed back to the Licensing Committee on the proposed amendments in order for them to take your comments into consideration.

Any comments must be made by **12<sup>th</sup> November 2023**

You can access the amended policy and a list of the main changes by clicking the following link

[:www.sevenoaks.gov.uk/taxipolicy](http://www.sevenoaks.gov.uk/taxipolicy)

Please forward any comments on the proposed changes to [licensing.officers@sevenoaks.gov.uk](mailto:licensing.officers@sevenoaks.gov.uk) or in writing to The Licensing Team, Sevenoaks District Council, Argyle Road, Sevenoaks, Kent TN13 1HG

**RECEIVED**

### **Tennis Courts:**

Prior to the extension of the Community Cupboard the entrance was blocked off to the tennis courts by the side of the Community Cupboard building. The previous gate to the courts had long gone and the entrance was always left open. Last week the Contractor had removed the board blocking the entrance and residents had complained that they can now no longer train or walk dogs off lead in the courts area. Tennis users have not made a complaint

There is a second entrance with a gate and whilst the main gate had been boarded this had given a secure area.

Members were asked if a gate is required but are also asked to be mindful if the courts are refurbished under a proposed project this new gate would be superseded by a new fence and gate.

The area is mainly for the use of tennis and other recreational sports. A quote had been received for £345 plus VAT for a new gate. Members agreed to hold off buying new gate until the new project had been progressed.

### **Pavilion:**

Members requested to know if the Pavilion building contained RRAAC. Contact had been made with the architect Peter Evans who has confirmed that RAAC was not used in the construction of the Pavilion.

**RECEIVED**

**Finance**

It was noted income £60,227.2318,258.66 had been received  
It was proposed by through the Chair that payments totalling £10,748.85 be paid

**ALL IN FAVOUR****Audit**

External audit had been completed by Mazars, external auditors, with no financial accountability concerns  
Their invoice is on the expenditure list for tonight's approval. Full set of accounts and audit will be included on the Parish Councils website.

**RECEIVED****Village Hall**

The Accounts for the Village hall were requested. The Clerk explained she did not have these New Members raised questions relating the lease and payments of the loan by the Parish Council. It was proposed by Cllr Mc Carthy and seconded by Cllr Richards that the following be an item on the General purpose agenda to allow new Members to raise questions

Village hall accounts

Loan - Trustees - Caretaker - Charity VAT

**ALL IN FAVOUR****Burial ground Trees****Quote 1 AP Trees**

Beech tree

Following the recent failure of the large low limb and the condition of a number of other large limbs present within the crown, I would strongly suggest carrying out a crown reduction on the whole tree to alleviate end weight and wind loading. This reduction will aid in reducing the risk of any future limbs. I have attached a costing to reduce the complete tree with the aid of a tracked cherry picker. We will inspect the upper canopy of the tree at the same time to note any defects that aren't visible from ground level. The cherry picker will help ensure no damage happens to headstones below from falling branches.

AP Trees have quotes £1,800

Oak - Crown lift to Aok to provide upto 3 metre clearance from ground level, Remove major deadwood and inepsect upper canopy £280 + VAT

Beech - Remove snapped and hung up branches, Crown lift to provide up to 3 metre clearance from ground level and inspect upper canopy £170 + Vat

TOTAL £2,250

**Quote 2 - Aztech Tree Surgeons -**

T1 Mature Beech

Large mature Beech with multiple large snapped out limbs which has caused large decay pocket within the crown and a large amount of decay within the stem. This tree is going to continue to have large limb failures if no works are undertaken.

Recommendation: Monolith to 10m - £4,650.00

T2 Oak - Poor included bark union at 2.5m.Recommendation: Reduce lateral branches by 2-3m using MEWP. - £950.00

T2 Oak

Recommendation: Cobra brace Oak with a 2 tonne kit to help prevent future stem/limb failure. £550.00 Total Value: £6,150.00 Vat(20%): £1,230.00 Total Inc Vat: £7,380.00

It was proposed by Cllr McCarthy and seconded by Cllr Seal to accept the quote from AP trees for works in the burial ground

**ALL IN FAVOUR****Pavilion****CDL exterior Cleaning**

Cllr McCarthy had asked for a quote to tidy and clean the surrounding area around the Pavilion  
This is as follows

To remove the graffiti removal as well as the cleaning of the floor and de weeding in between the slabs.. The cost of this would be £485 including all materials and the clean up.

This price is honoured till next month , however, in a months' time CDL will be vat registered and will need to add the vat to this quote.

Clerk to contact SDC and ask if the team could remove graffiti and if this service was free , Arrangements to be made for Sean to weed which would be cheaper

**AGREED**

### **Report by Village Hall Management Committee**

No report given

### **Bollard:**

Members were asked to consider the bollards at Hever Road: the wooden bollards on the opposite side to the shops are supplied and maintained by KCC, they are frequently damaged or rotten and KCC almost monthly are replacing them. KCC have asked if Parish Council want to consider a more permanent solution with metal " Manchester – style name " bollards at a cost to the Parish council. KCC may be able to purchase at a better rate and install as a joint project. The estimated cost is £200 per bollard and there are some 15 there. Members agreed to put this on hold until the parking issues outside the co op were resolved and then would approach KCC to fund this as not Parish Council bollards

**AGREED**

### **Christmas lights**

For the past three years the Parish Council has erected lights outside the Hever Road shops. Members were asked to consider if these are to go up again this year. The cost would be £1,015 ex vat to install and remove the lights on Hever Road, It was proposed Cllr Richards and seconded by Cllr Seal to have the Christmas lights installed again for December 2023

**ALL IN FAVOUR**

### **Dog Bin**

A request has been made to move the dog bin located on Meadow Bank. There is a post at the front on land by the A20, on a marker post. It's held on by two jubilee clips. SDC want £150 to move the dog bin. I. Members were asked to look at the position of the bin and discuss at this Parish Council meeting It was noted that this requested by one person. It was agreed to leave the bin where it is currently situated and diary for January 2024

**AGREED**

**DIARY JANUARY 2024**

### **Defibrillator**

New Battery has been ordered for Pavilion portable defibrillator – to note the Community cupboard also have an external defibrillator available at all times at the Gamecock Meadow.

### **Matters Arising**

No matters arising

### **Newsletter Items**

Dog bins  
Parking  
Accidents

### **November dates**

Planning and General Purpose Meeting, Monday 13<sup>th</sup> November 7pm at Pavilion

Finance Committee Meeting, Monday 20<sup>th</sup> November 7pm at Pavilion

Planning and Full Parish Council meeting Wednesday 22<sup>nd</sup> November at St Edmunds Centre School Lane at 7.30pm

Meeting closed 10.25pm