

Minutes

Attendees: Angela Haydon (AH) Chair, Joanna Wade (JW) Vice Chair, Stephen Lark (SL), Nick Roberts (NR), Phil Lindsay (PL), Duncan Leslie (DL) Edward de Ryckman (EDR), Mark Thomas (MT)

Also in Attendance: Rachael Turner (Clerk and RFO), District Councillor Matthew Dickins, County Councillor Margot McArthur and 1 member of the public (MOP)

The meeting was held in Hever Village Hall on Tuesday 7th March 2023. The meeting commenced at 7.30 pm. The Planning Meeting commenced at 7.00 pm.

Public Forum:

Cllr McArthur reported that Highways were extremely busy with some 8,000 queries regarding potholes, which is double the usual amount for this time of year. There had been 1,000 complaints regarding drainage problems since December. The free travel passes are all due to be renewed at the same time, so holders are encouraged to renew these as soon as possible to avoid delays. With regards to the Ultra Low Emission Zone expansion, KCC will not be putting up any warning signage until further consultation has taken place.

There are book donation banks that are to be rolled out across the county and some for furniture recycling too. Secondary school offer day across the county has seen 95% of pupils getting one of their first four choices.

Cllr Lindsay commented that the pothole repairs did not appear to last and asked if Cllr McArthur could find out what had changed.

The MOP present asked if speed limits through Markbeech could be reduced and questioned why they were 60 miles per hour through a village. The MOP also raised the fact that there were junctions with extremely reduced visibility that were dangerous. Cllr Haydon confirmed HPC were aware and had raised these concerns with Kent Highways who were responsible for them. A Highways Improvement Plan was in place and HPC were in discussions with them urging for a plan of action. Speed surveys are planned across the parish in the near future too.

Cllr Dickins reported there were a backlog of appeals with the Planning Inspectorate and these were taking 6-8 months to conclude. The planning application for Keepers Cottage, Pigdown Lane will be reviewed at the Development Control Committee meeting on 30th March. In Cowden solar panels on an outbuilding of a listed Grade II building made an interesting case of green energy versus conserving a listed property.

He concluded by reminding all that photographic voter ID would now be required for elections.

Agenda Minutes:

- 1) Apologies received from Cllr Brookes-Smith and Cllr Connolly.
- 2) Declarations of interests – none made at meeting.

- 3) Minutes of the 12th January 2023 were duly approved and signed by the Chair.
- 4) *Planning: Please see Planning Meeting Minutes. Planning comments duly approved.
- 5) Finance
 - a) *Bank reconciliation prepared by the RFO, unanimously approved and signed by member of FEC (SL).
 - b) *Ratified and approved payment of items of expenditure, including those made between meetings. Clerk to follow up regarding insurance claim for reimbursement of pond account monies spent due to damage caused by the accident.
 - c) *Approved annual memberships and payments.
 - d) *Earmarked reserves of £9,300 for infrastructure projects. Duly approved.
- 6) To receive Committee Reports:
 - a) Pond – Sadly it appears that the two swans have gone from the pond. Repairs following damage caused by the accident have been carried out.
 - b) Gatwick – There has been no further update on consultations. HPC is to send an email to Gatwick regarding concerns of the flight path over the Parish with it being an Area of Outstanding Natural Beauty (AONB).
- 7) Grant Applications:
 - a) Home-Start South West Kent. A grant was requested to help towards cost of supporting local families with young children through the provision of emotional and practical support. Grant proposed: £1,295. Duly approved.
 - b) Tunbridge Wells and District Samaritans. A grant was requested of £250 towards budgeted expenditure on charitable activities. In recognition of the work the charity does, it was proposed to increase the grant to £500. Duly approved.
 - c) Edenbridge Foodbank – Given the current increase in people needing to access foodbanks a grant of £1,000 was proposed. Unanimously approved.
- 8) Policy reviews:
 - a) Financial Regulations & Finance and Employment (FEC) Terms of Reference. Revised and duly approved.
 - b) Risk Management Policy. Revised and duly approved.
- 9) Roads
 - a) Highways Improvement Plan. Following the meeting with Highways earlier in the year, a response has been chased up and is still awaited. Speed surveys across the parish are planned. Suggestions have been made to lower speed limits across the parish to improve safety.
 - b) Four Elms Crossroads. Accidents continue to happen (three that HPC are aware of in the last few months) where drivers fail to stop at the crossroads. These safety issues have been escalated by HPC to the Police and to Highways. Highways are investigating funding available from the new development together with the proposed improvements. Crash data has been requested. Signage checks are being carried out by Highways. HPC are looking to do a targeted local survey for residents and are awaiting guidance from Highways on this.

- 10) Kings Coronation Saturday 6th May 2023:
 - a) Souvenir. It was decided not to proceed with Coronation souvenirs.
 - b) Events. The parish Coronation event will be held in the Festival Theatre, Hever Castle, to live screen the Coronation on the Saturday. This will be a ticketed event for residents of the parish to bring a picnic and watch the event together. Cllr Wade proposed a donation of £1500 towards cost of the event. This was duly approved.
 - c) Volunteer Monday – Cllr Wade is arranging for an article on volunteering for the Link Magazine.
- 11) Parish Assembly – Thursday 25th May. Several speakers have been invited including representatives from the Police, the new health centre, Citizens Advice Bureau, District and County Councillors, and MP Tom Tugendhat.
- 12) CPRE The Countryside Charity. A call was made for a representative as the long serving local representative is standing down, however, it is believed there is already someone assigned to this. Clerk to investigate.
- 13) Community Services Consultation. This closes on 26th March and all present were encouraged to respond.
- 14) Public Footpaths Update – Cllr de Ryckman has started to assess the 52 footpaths in the parish and is recording where attention is required. A map of footpaths may be uploaded to the hever.org website.
- 15) Tribute Bench – The Clerk was delighted to report permission had been granted to install a bench on the verge in Four Elms and the necessary licence obtained. The bench will be kindly donated in memory of former residents, Daisy and Ray Hayes.
- 16) A resolution to sign up to the Civility and Respect Pledge was passed and duly approved.
- 17) To receive report from Clerk outlining any actions taken since the previous meeting and any other updates.
 - a) Precept request submitted for £50,000. SDC have confirmed receipt
 - b) Audit – Internal will be with Mulberry & Co. External audit will be with Mazars LLP.
 - c) Caretaking duties and works outstanding at FE playground and Hever Field – Clerk to advertise for additional contractor to do general maintenance and repairs as needed to compliment current contractor.
 - d) Community Litter Picks Saturday 11th March . Caretaker to drop equipment to Four Elms on Saturday morning. Halls are booked. Clerk to refresh advertising on social media.
 - e) Free Family Fun Day is booked for summer holidays.
- 18) Items for information only and correspondence
 - a) Four Elms ditch and drain clearance. Thanks to residents John and Trevor who did the works.

- b) Elections – packs are available now for submission and need to be delivered by hand by the closing date of 4th April.

19) Items for noting or inclusion on future agenda at the discretion of the Chairman:

- a) An application from Hever School has been received for funding towards resurfacing of the playground and new netball equipment. Awaiting confirmation from SDC regarding if CIL monies can be used for this. This application will be considered at the next meeting.
- b) Hever Field – white line markings for football pitch. Clerk to investigate and report back.
- c) Hever Village Hall update

As this was his last meeting with HPC, there was a presentation and thanks for Councillor Dickins for his support and service.

Meeting closed at 9.25 pm.

Date of next meeting – Annual Meeting Tuesday 16th May 2023 – Four Elms Village Hall 7.00 pm Full Council Meeting followed by Planning Meeting at 8.15 pm.

Meeting dates/times can be subject to change, please always check Hever.org website for next meeting date/Agenda.

HEVER PARISH COUNCIL PLANNING COMMITTEE

MINUTES 7th March 2023, Hever Village Hall, 7pm

Please note: Sevenoaks District Council (www.sevenoaks.gov.uk) is the planning authority. HPC is a consultee on some applications. Any member of the public can comment directly to SDC on a planning application.

See: <http://hever.org/what-powers-does-hever-parish-council-have-in-planning-applications>

HPC Councillors have the responsibility as individual committee members to have studied application documents prior to the meeting to enable input and worthwhile discussion to form a consensus.

Minutes will be recorded as decisions / comments submitted to SDC.

If a Councillor has declared an interest in an item on the agenda, they will be asked to leave the room for the duration of the agenda item and then invited back in again.

CURRENT PLANNING – To consider the applications and to resolve to agree recommendations.

A list of recent applications (received since the previous meeting) is provided separately. Any planning notifications received between Agenda issue and meeting day may be considered.

PLANNING NOTIFICATIONS To note the decisions from SDC or the Planning Inspectorate. A list of notifications (received since the previous meeting) is provided separately on request or can be found on SDC website.

Planning Meeting Attendees: Angela Haydon (AH), Nick Roberts (NR) Chair, Phil Lindsay (PL), Duncan Leslie (DL) Edward De Ryckman (EDR), Mark Thomas (MT)

Also Present: Rachael Turner Clerk and RFO

Discussed and view agreed at the meeting:

SDC Ref.	Address	Summary of application
23/00252/LDCEX	Coach House Edells Blowers Hill Mark Beech Kent TN8 5PB	The conversion/rebuild and use of The Coach House as an independent dwelling house
HPC Comment: The Committee would like confirmation that this has been an independent dwelling since July 2012 through proof of residency, for example utility or Council Tax bills. Subject to confirmation of this HPC would have no objection to this application.		

Other Planning/Consultations to Note:

None at time of printing	
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To note Appeal(s) made since last meeting:

23/00018/RFLDCE 21/02541/LDCEX	Little Postlings Farm Five Fields Lane Four Elms KENT TN8 6NA	Siting of two porta-cabins. Siting of two lorry backs. Siting of Building 12 a permanent field shelter for horses. Hardstanding	Refusal of LDC (Existing) Appeal Lodged
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HPC Comment: No comment

Planning Enforcement:

Planning Enforcement - 22/00444/OPDEV	Medhurst Row Farm Prettypmans Lane Edenbridge Kent TN8 6LX	Alleged erection of a barrier/gate adjacent to a highway. Planning Enforcement will investigate as access for turning round has been blocked. Safety concerns have been raised by HPC for access for emergency services, deliveries and residents.
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Comment: It was noted by a Councillor that the barrier has been moved. Clerk to contact Planning Enforcement for formal update

To note Planning Applications received and views submitted since last meeting:

22/03264/HOUSE	Oak House Mapleton Road Four Elms Edenbridge Kent TN8 6PL	Rear single storey extension
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HPC Comment: No objection

22/03566/HOUSE and amended application 7/2/23	Hazeldene Uckfield Lane Hever Edenbridge Kent TN8 7LJ	Proposed two storey rear extension with changes to the roof. Internal and fenestration alterations.
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HPC Comment: In light of information received, Hever Parish Council would like to amend their comment. There are concerns that this application, coupled with growth over the years; a bungalow, extended to a two storey dwelling (with extensions in 1979, 1980 and 1981), would cumulatively exceed the maximum permitted 50% increase in size based on the original square footage of the original building. If that is not the case Hever Parish Council would have no objection to this application. Therefore please confirm whether or not this application would exceed the maximum permitted 50% increase in size based on the original square footage of the original building.

23/00026/FUL	The Dyehurst Stud Dyehurst Lane Hever Edenbridge Kent TN8 7LB	Extension to existing tennis court changing room building to include glass link and converted car port (relocated as per 20/03755/HOUSE); to create 1 bedroom dwelling with associated works
HPC Comment: object to this application on the grounds of over development of the site, contravenes Green Belt development.		
22/03573/HOUSE	Pigdown Plantation Pigdown Lane Hever Edenbridge Kent TN8 7LX	Single storey ancillary residential outbuilding. Amended application received 24/1/23 : The original plans were for a separate building. The plans for the correct building have now been provided.
HPC Comment: Hever Parish Council have noticed a proliferation of retrospective planning applications on this site. There is a concern of over-densification of development in this rural setting and consequently do not support this application and object to it.		
23/00119/LDCEX	Two Storey Outbuilding Pigdown Plantation Pigdown Lane Hever Kent TN8 7LX	Use of building No. 3 (Megan's House) as a dwelling house
HPC Comment: Hever Parish Council have noticed a proliferation of retrospective planning applications on this site. There is a concern of over-densification of development in this rural setting and consequently do not support this application and object to it.		
23/00129/LBCALT	Polebrook Hever Road Hever Edenbridge Kent TN8 7NJ	Internal works to Grade II listed oast to create more sleeping and bathing facilities and replacement of 1990's solid timber doors with part glazed units
HPC Comment: No objection		
23/00101/FUL	Blackmoor House Roodlands Lane Four Elms Edenbridge Kent TN8 6PG	Proposed extension of existing riding ménage, erection of proposed stables, angle of existing access from Roodlands Lane to be widened, existing hay barn to be relocated and proposed associated muck heap and parking for horse lorry
HPC Comment: No objection		

23/00162/LDCEX	Single Storey Outbuilding Pigdown Plantation Pigdown Lane Hever Kent TN8 7LX	Development: Use of building No. 2 (Lotte's House) as a dwelling house
HPC Comment: Hever Parish Council have noticed a proliferation of retrospective planning applications on this site. There is a concern of over-densification of development in this rural setting and consequently do not support this application and object to it. HPC would also like to understand if there is evidence of occupancy of the dwelling during this time in the form of Council Tax Statements and utility bills?		

Decisions received from SDC since last meeting:

Ref/Address	Details of application	Decision by SDC
22/03265/LBCALT Oak House Mapleton Road Four Elms Edenbridge Kent TN8 6P	Rear single storey extension	Refused