

**Minutes of the Meeting of the Parish Council of Eynsford, held on  
Thursday 21<sup>st</sup> May 2015, at the Parish Office, Priory Lane, Eynsford, at 8 pm.**

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**7949 PRESENT**

Members Present

Mrs S Boyle (Chair)

Mrs A Cornwell

Mrs T Durrant

Mr G Kirby

Mr M Richardson

Mr P Ward

Other Officials Present

Mr R Gough (County Councillor) 9pm – 9.12pm.

Clerk in Attendance

Mrs H Ivaldi

**7950 APOLOGIES FOR ABSENCE**

Mr M Horwood (District Councillor)

PSCO Tim Darling

**7951 CHAIRMAN'S REMARKS**

Mrs Boyle thanked members for re-electing her as Chair and reminded councillors that the next surgery session would be on Saturday 30<sup>th</sup> May from 9am -11am.

**7952 CLERK'S COMMENTS**

Mrs Ivaldi thanked all members for putting themselves forward for election, and welcomed new councillor Mr Kirby.

**7953 GOVERNANCE**

a) Declarations of Interest

Mrs Boyle declared a non-pecuniary interest in minute 7956d as a member of Eynsford Women's Institute.

Mrs Boyle declared a non-pecuniary interest in minute 7956e as a member of Eynsford & Crockenhill Rights of Way Group.

b) Minutes of Previous Meetings

The minutes of the last full council meeting, held on 16<sup>th</sup> April 2015, were presented for approval.

**RESOLVED:** That, subject to adding ‘and Councillors’ after the word ‘Clerks’ in the resolution of minute 7927i, the minutes are accepted as a true and complete record, and that the recommendations are approved.

c) Finance Notes

The clerk submitted a list of accounts, and a budget report, for April 2015, as per Appendix A. Members were informed that the budget would be reviewed at the next meeting to take into account the end of year position.

**RESOLVED:** That the accounts are approved and payments made.

d) Outstanding Actions

Councillors discussed items listed that had been outstanding for three months or more.

**RESOLVED:** That all of the outstanding actions are pursued.

e) Annual Return for 2014/15

Councillors were asked to confirm and sign the Statement of Account and the Statement of Governance. The Annual Return had been checked and signed off by the Internal Auditor.

**RESOLVED:** That the Annual Return is approved and sent on to the External Auditor.

f) Delivery of Agendas Electronically

Councillors were asked to approve changes to the Standing Orders allowing for the delivery of agendas electronically.

**RESOLVED:** That the following paragraphs are added to the Standing Orders:

4.11 The Proper Officer shall issue an agenda to all members of the council at least three clear days before the meeting. This may be sent by electronic mail, unless an individual member chooses not to receive their agenda in this way. In this case, a copy will be made available for collection from the Parish Office.

4.12 Notices displaying the date, place and nature of business to be discussed shall be displayed around the parish by the Proper Officer at least three clear days before any meeting of the Full Council or a Committee.

g) Sevenoaks District/Parish Charter

Councillors were informed that Sevenoaks District Council had drawn up a draft charter describing the relationship between the District Council and Town & Parish Councils and were asked whether they would agree this for the coming year.

**RESOLVED:** That members have no objection to the wording of the proposed Charter between Sevenoaks District Council and Town & Parish Councils.

h) Insurance

Councillors were asked to agree on a quotation for insurance for the coming year. Quotations obtained were as follows: AON - £1020.22, Zurich - £1120.61 and Came & Co. - £1230.72.

**RESOLVED:** That insurance from AON at £1020.22 is accepted, or whichever policy is best at that price, subject to any other reductions.

i) Accounts Software

Councillors were informed that the accounts software 'Quickbooks' had been updated to the new online version as agreed in November 2014. The cost was £8.70 per month for the first year and the contract is reviewed annually. This is a saving on the originally quoted price of £17.40 per month.

**RESOLVED:** That the information is noted.

j) Darent Valley Consortium Meeting

Mrs Cornwell had attended a Darent Valley Consortium meeting on 11<sup>th</sup> May and gave a verbal report. One discussion was about the promotion of tourism in the Darent Valley – making sure current visitors make the most of their visits, rather than bringing in many more. If parishes and attractions could work together it could be beneficial for all. In Otford their Pay & Display car park was working well with part of the profit going directly to the parish council. The Environment Agency were working on improving the flow of the river in the Darent Catchment. Other items mentioned were the Darent Valley Landscape Partnership, a planning application tick sheet and the Volunteer Warden scheme.

The next meeting will be hosted by Otford Parish Council in October 2015.

**RESOLVED:** That the information is noted.

k) Quarterly Newsletter

Councillors were informed that the Spring newsletter had now been printed and delivered.

**RESOLVED:** That the information is noted.

**7954 PLANNING**a) Planning Committee 5<sup>th</sup> May 2015

Minutes of the above meeting were circulated to all councillors for approval, as per Appendix B.

**RESOLVED:** That, subject to a small amendment, the minutes are accepted as a true and complete record, and that the recommendations are approved.

b) Notifications of Planning Consents/Refusals Received from Sevenoaks District Council

SE/15/00609/HOUSE – 5 Eynsford Rise – GRANTED

SE/15/00416/HOUSE – 28 St Martin's Drive – REFUSED

SE/15/00624/FUL – Anthony Roper Primary School – WITHDRAWN

SE/15/00510/HOUSE – Clevelands, Eynsford Road – GRANTED  
 SE/14/03961/HOUSE – 2 Saddlers Hall, Saddlers Park – GRANTED  
 SE/15/00441/HOUSE – Sparepenny Cottage, Sparepenny Lane – GRANTED  
 SE/00232/HOUSE – 6 Upper Austin Lodge Farm Cottages, Upper Austin Lodge Road – GRANTED  
 SE/15/01036/LBCALT – The Plough, 24 Riverside – WITHDRAWN  
 SE/15/00072/HOUSE – 55 Eynsford Rise - GRANTED

c) Paramount Development

Members were informed that public consultations were taking place about this proposed development, and that it would be useful for a councillor to take a lead in tracking developments.

**RESOLVED:** That Mr Kirby takes the lead on the Paramount Development and keeps the Clerk informed.

d) Planning Application SE/15/01065/HOUSE – Chestnut Rise, Sparepenny Lane, Eynsford

Councillors were asked to consider an application for the demolition of a side extension, dining room and study, and the erection of a two storey side/rear extension, plus the removal of chimneys and the relocation of the porch, at the above address.

**RESOLVED:** That the council objects for the following reasons:

1. Contrary to policy GB1 (b), the proposed extension would represent a disproportionate addition to the property and is more than subservient to the original building. It would be harmful to the openness of the Green Belt and the AONB.
2. Contrary to policy GB1 (c), the applicant has not provided sufficient evidence that the total new floor space is less than 50% of the original. Depending on the age of existing extensions the proposal could take the additional floor space up to 17% more than the allowed 50% of original floor space.
3. There is insufficient information regarding the dates of what appear to be extensions to the original building to enable the application to be judged correctly.

At this point, 9.05pm, the meeting was paused for questions from the public (Appendix Q)  
 The meeting resumed at 9.12pm.

**7955 HIGHWAYS & TRANSPORTATION**

a) Village Car Park

Councillors were informed that a resident had requested that the large planter be removed from the back of the car park. He believes that this restricts the movement of cars and damage has been done to his car whilst parked there. He had contacted Sevenoaks District Council about this, and they would be willing to remove the planter and continue the hatching if the parish council supports this action.

**RESOLVED:** That we respond that the planter has been in place for many years and no previous complaints have been received. The parish council will monitor the situation and also move the planter into a more central position.

b) Castlefield Car Park

Councillors were informed that a licence holder has an outstanding rent debt of £15 from October 2014, and also owes £15 from April 2015. In accordance with the council's policy, the small claims procedure will be pursued if the rent is overdue by three months, or is at least £150. Given that the fees for this procedure are around £25, the Clerk will wait until the second amount is also outstanding by three months before making a claim.

**RESOLVED:** That the information is noted.

c) Warning Sign for Harrow Meadow Playground

Councillors were informed that following the last meeting, Mr Richardson had looked at the proposed location of this sign along the wall of Fountains Court, and considered the sign would be too far out a driver's line of sight to be seen, and at risk of being too easily covered by vegetation.

**RESOLVED:** That KHS are asked if they would consider having the sign on the back of the 'No Entry' sign outside Bower Cottage. That Mr Richardson would take a photo of the proposed location to send to KHS.

**7956 COMMUNITY & ENVIRONMENT**a) Community & Environment Committee 5<sup>th</sup> May 2015

Minutes of the above meeting were circulated to all councillors for approval, as per Appendix D.

**RESOLVED:** That, subject to the précising of item 3, the minutes are accepted as a true and complete record, and that the recommendations are approved.

b) Police Report

PCSO Darling had provided the following information about recent incidents in Eynsford:

Theft of a garden umbrella and base from Old Mill Close.

Alarm sounded at Anthony Roper Primary School

Vehicle blocking driveway at Eynsford Rise

Dog hit by a vehicle on A225

Suspicious vehicle noted at Eynsford Station

Rogue traders at Pollyhaugh

The next police engagement meeting would be at Rafferty's on Thursday 28<sup>th</sup> May between 3.30 and 4.30pm.

**RESOLVED:** That the information is noted.

c) Membership of Campaign for the Protection of Rural England (CPRE)

Councillors were asked to renew their membership of CPRE at a cost of £36.

**RESOLVED:** That membership is renewed at a cost of £36 from Regular Donations (Section 137).

d) Donation Request – Eynsford Women’s Institute

Councillors were asked to consider a donation request towards the cost of visiting speakers for Eynsford Women’s Institute.

**RESOLVED:** That a donation of £100 is made to the Women’s Institute from Ad Hoc Donations (Section 137).

e) Donation Request – Eynsford & Crockenhill Rights of Way Group

Councillors were asked to consider a request for a donation to the Rights of Way Group.

**RESOLVED:** That a donation of £70 is made from Regular Donations (Section 137).

f) Membership of Kent Wildlife Trust

Councillors were asked to consider renewing their membership of Kent Wildlife Trust at a cost of £49.

**RESOLVED:** That membership is renewed at a cost of £49 from Regular Donations (Section 137).

g) Donation Request – Rural Age Concern, Darent Valley

Councillors were asked to consider making a donation to Rural Age Concern.

**RESOLVED:** That a donation of £400 is made from Regular Donations (Section 137)

**7957 RECREATION**a) Riverside Wanderers Football Club – Family Fun Day

Councillors were asked to consider a request from Riverside Wanderers Football Club to hold a family fun day on Harrow Meadow on 19<sup>th</sup> July 2015.

**RESOLVED:** That permission is granted, subject to:- the ground conditions being suitable, as judged by the groundsman; no dogs to be allowed on Harrow Meadow; ensuring all activities have finished by 9pm; that all litter is cleared from the site.

b) Sheds & Storage Boxes on Castlefield Allotments

Councillors were asked to agree to a rule regarding sheds on the allotments, to enable the Clerks to provide a response without referring to the council.

**RESOLVED:** That the following rule is agreed, to be implemented by the Clerks: that each allotment holder is permitted to erect either one shed or one storage box of up to 6’ x 4’, and that both storage boxes and sheds should be in natural colours such as beige, green, brown or natural wood. That any requests falling outside of these guidelines should be referred to the council.

The meeting of the council closed at 9.50 pm

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Chairman: 18<sup>th</sup> June 2015