

**Minutes of the Meeting of the Parish Council of Eynsford, held on  
Thursday 19<sup>th</sup> July 2018, at the Parish Office, Priory Lane, Eynsford, at 8 pm.**

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**8355 PRESENT**

Members Present

Mr A Cooke  
Mrs T Durrant  
Mrs F Haxby  
Mr G Kirby  
Mr M Richardson

Other Officials Present

Mr R Gough, County Councillor (9pm – 9.19pm)

Clerk in Attendance

Mrs H Ivaldi

**8356 APOLOGIES FOR ABSENCE**

Mrs S Boyle  
Mrs A Cornwell (attended via conference phone)  
Mr P Ward

**8357 CHAIR'S REMARKS**

Mr Richardson reminded councillors that the next surgery session would be on 28<sup>th</sup> July. Mrs Durrant gave her apologies for it.  
Mr Richardson thanked Mr Cooke for his hard work in clearing the rubbish pile from the allotments and for other work at the allotments.

**8358 CLERK'S COMMENTS**

Mrs Ivaldi told councillors that the newsletter had been printed and was out for distribution. Mrs Ivaldi also noted that the office opening times would change during the summer holidays.

**8359 GOVERNANCE**

a) Declarations of Interest

None.

b) Minutes of Previous Meeting

The minutes of the Annual Meeting of the council and the last full council meeting held on the 21<sup>st</sup> June 2018 were presented for approval.  
The Clerk was asked to check the figure against streetlights on the fixed assets register.

**RESOLVED:** That both sets of 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 June 2018, as per Appendix A.

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

d) Outstanding Actions

Mr Kirby reported that he was still awaiting details from DVLP before pursuing a Community Plan. He has set up a meeting with the Alexanders to discuss this too.

Mr Kirby said that he was still awaiting a date from Kent Highways for a site meeting to discuss the various issues in Eynsford.

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

e) Standing Orders

Councillors were asked to approve the new Standing Orders which are based on the NALC Model Standing Orders.

**RESOLVED:** That the new Standing Orders are approved and published on the council's website.

f) Revision of the Budget

Councillors were asked to make some revisions to the budget to allow for the payment of the replacement fence at Riverside which was not carried over from 2017/18.

**RESOLVED:** That £4000 is allocated to Riverside Fencing. That £1000 is moved from Contingency, £1000 from Grounds Maintenance General and £2000 from the Village Hall Fund.

g) Eleemosynary Charity of Henry Cox

Due to Mr Syddique's retirement from the role of Trustee to the charity, the council is obliged to appoint a new trustee.

**RESOLVED:** That Mrs Durrant is appointed as Trustee for Eynsford and that a handover meeting is set up.

h) Office Cleaner

Councillors were informed that Mrs Bond had given her notice as cleaner for the parish office. The Clerk had advertised the position and one person had come forward so far. The Clerk would interview and appoint a new cleaner in due course.

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

### i) GDPR Documents

Councillors were asked to approve updated versions of the Retention of Data Policy and the Information Security Policy.

**RESOLVED:** That the revised Retention of Data Policy and Information Security Policy are adopted.

## **8360 PLANNING**

### a) Planning Notifications

The following planning notifications had been received since the last meeting:

SE/18/01375/HOUSE – Forge Cottage, Station Road, Eynsford – Granted

SE/18/01542/TELNOT – Telecommunications Mast, Capricorn Farm, Eynsford – No Objections Lodged

SE/18/00456/FUL – Red Deer Cafeteria, Lullingstone Park Visitor Centre, Castle Road, Eynsford – Granted

SE/18/01298/FUL – Land to the Rear of Lydith, High Street, Eynsford – Refused

SE/17/03855/HOUSE – 4 Park House Cottages, Bower Lane, Eynsford – Appeal Dismissed

SE/18/01446/LBCALT & 01445/HOUSE – Bower Farm House, Bower Lane, Eynsford – Granted

SE/18/01456/HOUSE – 59 Eynsford Rise, Eynsford - Granted

### b) Planning Application SE/18/02073/HOUSE – Dunhelm, Priory Lane, Eynsford

Councillors considered an application for the demolition of the existing garage and the erection of a single storey flat roofed garage and to extend the courtyard garden to the side of the property to include a new outer wall/fence.

**RESOLVED:** That no objection is made:

### c) Planning Application SE/18/02158/FUL – 2 Riverside, Eynsford

Councillors considered an application for the extension to the kitchen area of the existing tea room with a dedicated external refuse area.

**RESOLVED:** That no objections are made. That a note is made that drawing 007 does not represent the proposed elevations accurately.

At this point, 9pm, the meeting was opened up to questions from members of the public. (See Appendix Q). Mr Gough attended for the public questions and left at the end.

The meeting resumed at 9.19pm.

## **8361 HIGHWAYS & TRANSPORTATION**

### a) Works at Castlefield Car Park

The Clerk informed councillors that she had approved the following works under delegated powers: strimming and cutting back vegetation either side of the access road - £45; strimming

around three sides of Castlefield Car Park - £55; brushing down and repainting the sleepers in the access road - £80.

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

## 8362 COMMUNITY & ENVIRONMENT

### a) Police Report

The Clerk had found the following crime figures:

MAY 2018 (latest)

Castle Road	1 x Antisocial behaviour
Castle Road	1 x Criminal Damage/Arson
Castle Road	1 x Violent Crime
Lullingstone Castle	1 x Public Order
Upper Austin Lodge Road	1 x Possession of Weapons
Lullingstone Roman Villa	1 x Vehicle Crime
Walnut Close	1 x Public Order
Ford House Car Park	1 x Antisocial behaviour
Plough Car Park	1 x Antisocial behaviour
Lullingstone Lane	1 x Antisocial behaviour
Gibson Place	1 x Vehicle Crime
Harrow Meadow	1 x Vehicle Crime
TOTAL – 12	

The Clerk also informed councillors that a number of used ‘legal high’ canisters had been found in the children’s playground and that this had been reported to the police.

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

### b) Donation Request – Kent, Surrey & Sussex Air Ambulance

Councillors were asked to consider a request for a donation from Kent Air Ambulance.

**RESOLVED:** That a donation of £75 is made from the Ad Hoc Donations budget (Section 137).

### c) Donation Request – West Kent Mediation

Councillors were asked to consider a request for a donation from West Kent Mediation.

**RESOLVED:** That a donation of £50 is made from the Ad Hoc Donations budget (Section 137).

## 8363 RECREATION

### a) Use of Parish Council Land

Councillors were asked to approve a pro forma for the use of parish council land, including Harrow Meadow, Common Meadow and Riverside.

It was suggested that the following be added: expected number of participants, whether or not a fee is payable in advance, and terms & conditions to include right to terminate the agreement.

**RESOLVED:** That, subject to the above changes, that the pro-forma is accepted.

b) Goals at Harrow Meadow

The council had been asked permission by Riverside Wanderers Football Club to put up a new goal to the side of the current pitch for the use of children and others for casual use. This would be positioned in front of the current trim trail.

**RESOLVED:** That permission is given in principle to erect the goal. That Riverside Wanderers are invited to ask for funding assistance if required.

c) Summer Fun Days

Councillors were informed of the following additional expenditure on the fun days made since the budget was revised at the last meeting. Banner £42.73, Extra sports provision £100 x 2, Drummer £150 – Total £392.73.

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

d) Works at Castlefield Allotments

Councillors were informed that the Clerk had approved the following works under delegated powers: strimming either side of the path through the allotments and around the water troughs - £90; strimming the council's allotment plot - £45.

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

e) Bike at Riverside

Councillors were informed that a bicycle had been left chained to a post on Riverside for a few weeks. The police were asked to check it and no identification was found.

**RESOLVED:** That a notice is put on the bike giving seven days' notice, that, after that period it would be removed and returned to the parish office.

The meeting of the council closed at 9.44 pm

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Chairman: 16<sup>th</sup> August 2018