

# Minutes of the Meeting of Eynsford Parish Council held on Thursday 20<sup>th</sup> May 2021, at Eynsford Village Hall, at 8pm.

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## 8740 PRESENT

### Members Present

Mr M Barker

Mrs S Boyle

Mr A Cooke

Mrs W Gee

Mrs F Haxby

Mr G Kirby

Mr M Richardson

Mr P Ward (Chairperson)

### Others Present

Mr R Gough (County Councillor) joined at 9.07pm for Public Questions and left at 9.24pm.

Three members of the public.

### Clerk in Attendance

Mrs H Ivaldi

## 8741 APOLOGIES FOR ABSENCE

None

## 8742 CHAIR'S REMARKS

Mr Ward welcomed back everyone to the first face to face meeting since the start of the pandemic in 2020. It was also his first face to face meeting as Chair. Mr Ward thanked everyone for getting to grips with Zoom meetings and was looking forward to a new year. Mr Ward encouraged councillors to come up with ideas of how to make positive change for the community.

## 8743 CLERK'S COMMENTS

None.

## 8744 GOVERNANCE

### a) Declarations of Interest

None.

### b) Minutes of Previous Meeting

The minutes of the last full council meeting held on the 15<sup>th</sup> April 2021 were presented for approval.

**RESOLVED:** That the minutes are accepted as a true and complete record and that the recommendations are approved. Arrangements were made for the minutes to be signed.

### c) Finance Notes

The clerk submitted a list of accounts, and a budget report, for April 2021, as per Appendix A. A schedule of payments was also presented.

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

### d) Outstanding Actions

Mr Kirby noted that he was still waiting for a response regarding the Lucy Box. Mr Richardson said that he was currently looking into all aspects of the Henry Cox Eleemosynary Charity, including how recipients are chosen. However, he was having trouble getting in touch with the representatives in Crockenhill. Mrs Ivaldi agreed to assist.

### e) Parish Council Insurance

Councillors were informed that two quotations had been received for the council's annual insurance: Zurich £890.12 and BHIB Insurance £936.70. It was noted that the insurance covered the water troughs at Castlefield Allotments.

**RESOLVED:** That annual insurance is taken out with Zurich at £890.12.

### f) Annual Return

Councillors were asked to approve the Annual Governance Statement and Return for 2020/21 that had been checked by the Internal Auditor.

**RESOLVED:** That the Annual Governance Statement and Return are approved and signed.

### g) Revised Budget 2021/22

Councillors were asked to agree changes to the budget for 2021/22 following the finalisation of the 2020/21 accounts and a larger residue.

**RESOLVED:** That increases are made to budget lines as follows:

Allotment Extension Project	+ £1000
Green Initiatives	+ £392.69
Harrow Meadow Outdoor Sports	+ £2000
Tree Planting	+ £300
Village Event	+ £2000
Village Hall Project	+ £8000.

### h) Office Energy Assessment

The Energy Assessment of the Parish Office was circulated to councillors. The energy rating was D which is better than average for the age of the building. Some recommendations were given to improve the energy efficiency of the building. Measure suggested that would have the highest impact were installing an air source or ground source heat pump.

**RESOLVED:** That the Clerk research air source and ground source heat pumps and brings back details to a future meeting.

i) Rural/Market Towns Group

Councillors were told that the council had been approached to join a national group of town and parish councils within the Rural Services Network. This is membership organisation that undertakes lobbying, networking and other similar activities. Membership would be £110 per year.

**RESOLVED:** That the council does not join the group.

j) KALC Membership

Councillors were asked to agree to renew their membership of KALC (Kent Association of Local Councils) at £723.02 + VAT.

**RESOLVED:** That membership of KALC is renewed at £723.02 + VAT.

k) Aged Debtors Process

Councillors were asked to approve an Aged Debtors Process put together by the Clerks for dealing with late and unpaid invoices. A few changes were suggested.

**RESOLVED:** That the Aged Debtors Process (see Appendix B) as updated, is approved.

l) Aged Debtors Update

Councillors were informed that, at the time of issuing the agenda, there were three allotment fees and three car park fees outstanding for more than 30 days. The Deputy Clerk has sent reminders and will continue to monitor the situation.

**RESOLVED:** That the Aged Debtors Procedure is followed and that an update is provided at the next meeting.

m) Village Hall Land Swap

Councillors were asked to consider progressing the next steps regarding the new village hall project. Before the project can go ahead, the land swap with Mssrs Alexander needs to be formalised. Mr Cooke mentioned that he needs to meet with the Agrostis to clarify the areas of land involved.

**RESOLVED:** That Mr Cooke meets with the Agrostis to go over the plans. That Mr Cooke and Mr Richardson arrange an initial meeting with Mssrs Alexander to discuss the swap.

**8745** **PLANNING**

a) Report of the Last Planning Committee Meeting

Councillors were asked to approve the report of the last Planning Committee meeting held on 4<sup>th</sup> May 2021. (See Appendix C)

**RESOLVED:** That the changes requested by Mr Richardson had not been made, and the updated report is brought back to another meeting.

#### b) Notifications of Planning Consents/Refusal

Planning Application SE/21/00656/HOUSE – 35 Pollyhaugh      Granted  
Planning Application SE/21/00649/HOUSE – 21 Saddlers Park      Granted  
Planning Application SE/21/00755/HOUSE – 42 Pollyhaugh      Granted  
Planning Application SE/21/00792/HOUSE – Braemar, Tower Croft      Granted  
Planning Application SE/21/00214/FUL – Former Railway Goods Yard, Upper Austin Lodge Road      Refused  
Planning Application SE/21/00620/FUL – Littlecroft, Eynsford Road      Granted

#### c) Planning Application SE/21/01230/FUL – Land North of 2 Upper Austin Lodge Farm Cottages, Upper Austin Lodge Road, Eynsford

Councillors discussed an application for the demolition of a mixed use commercial and agricultural premises and the erection of two five-bedroom family dwellings (phased to allow for potential release for self-build). The discussion included two members of the public who were neighbours of the proposed development.

**RESOLVED:** Councillors object to this application on the grounds that they do not consider that the site can be classed as a brownfield site under the NPPF and thus the proposal falls under Policy GB9. On this basis the proposal fails to comply with paragraph b (not to materially harm the openness of the Green Belt through excessive scale, bulk or visual intrusion), and paragraph c (the replacement building would not be within the same use of the building to be demolished). In addition, no Very Special Circumstances have been cited to allow development on Green Belt. However, should Sevenoaks District Council deem that the land can be considered brownfield, councillors also object based on NPPF guidelines in that the development would have a greater impact on the openness of the Green Belt than the existing development, and harmful to the AONB.

At this point, 9.16pm, the meeting paused for questions from the public (Appendix Q). The meeting resumed at 9.24pm.

#### d) Planning Application SE/21/01308/HOUSE – 1 The Old Dairy, Upper Austin Lodge Road, Eynsford

Councillors discussed an application for a new garden office outbuilding.

**RESOLVED:** That no objections are made.

#### e) Tree Work Application SE/21/01314/WTCA – Balbirnie, Pollyhaugh, Eynsford

Councillors were informed of this application to reduce selected limbs of a willow at Stacklands by approximately 3m. The Tree Wardens had been asked to review the application and offered no objections.

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

## 8746 HIGHWAYS & TRANSPORTATION

### a) Report of the Last Highways & Transportation Committee Meeting

Councillors were asked to approve the report of the last Highways & Transportation Committee meeting held on 4<sup>th</sup> May 2021. (See Appendix D)

**RESOLVED:** That the report is approved.

### b) Darent Valley Community Rail Partnership

Mr Kirby gave an update on the project. He said that the Passenger Benefit Fund would go towards a disabled toilet and refurbishment of the waiting room. The group were also looking at getting funding for a feasibility study for the access project. They were looking at funding to refurbish the whole of the station. Mr Kirby also reported that Go Bus service were offering a taxi-style service which would enable rail visitors to get to other destinations such as Brands Hatch or Lullingstone more easily. Mr Kirby said that the refurbished shelter on platform 1 would be reinstalled soon.

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

## 8747 COMMUNITY

### a) Report of the Last Community Committee Meeting

Councillors were asked to approve the report of the last Community Committee meeting held on 4<sup>th</sup> May 2021.

**RESOLVED:** That the report is approved. (See Appendix E)

### b) Police/Crime Report

The Clerk provided details of crime statistics for March 2021:  
14 crimes were reported, as follows:

Lullingstone Park	1 x ASB
St Martin's Drive	1 x ASB
	1 x Vehicle Crime
Station Road	1 x Violence and sexual offence
Saddlers Park	2 x Violence and sexual offence
High Street	1 x Public Order
	2 x Criminal Damage/arson
	1 x Drugs
Mill Lane	1 x Burglary
Priory Lane	1 x Burglary
Crockenhill Lane	1 x ASB
	1 x Vehicle Crime

The Clerk noted that these figures include thefts/damage caused during an incident at Castlefield Allotments.

A local police newsletter had also been received giving advice on preventing thefts of catalytic converters in Eynsford.

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

c) Post-Covid Village Event

Mrs Haxby outlined plans for a post-covid village event on 4<sup>th</sup> June 2022. The plans were for a fete style afternoon in the moat of Eynsford Castle, followed by local bands performing at Harrow Meadow in the evening together with bar and BBQ. The expected cost of the event was currently £8981.34.

**RESOLVED:** That the plans and budget are approved. That the council is kept informed of plans.

d) Donation Request – Eynsford Village Society

Councillors were asked to consider making a donation towards the cost of producing colour leaflets detailing the Public Art trail created by Eynsford Village Society. The printing cost was £337.50.

**RESOLVED:** That a donation of £100 is made from the Donations (section 137) budget.

e) Darent Valley Path Working Group

Mr Barker reported that the expected meeting had been cancelled, so there was nothing to report.

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

**8748** **OPEN SPACES**

a) Report of the Last Open Spaces Committee Meeting

Councillors were asked to approve the report of the last Open Spaces Committee meeting held on 4<sup>th</sup> May 2021. (See Appendix F)

**RESOLVED:** That the report is approved.

b) Greenhouses at the Allotments

Councillors were told that, in the past, requests for greenhouses had usually been declined due to the danger of broken glass and issues with dismantling/disposing of old greenhouses. However, the council does not have a clear policy on this. Recently a request has been received for a greenhouse with polycarbonate panels instead of glass. Councillors were asked to consider the next steps. There was a discussion about the size of such structures and agreements about removal.

**RESOLVED:** That a new policy is drawn up regarding greenhouses and sheds to be approved at the next meeting.

c) Chain Link Fence at Common Meadow

Councillors were asked to consider a quote to replace a section of chain link fencing at Common Meadow. The quote was £680.00.

**RESOLVED:** That another quote is sought for comparison and brought back to another meeting.

**8749 FACILITIES & ENVIRONMENT**

**a) Report of the Last Facilities & Environment Committee Meeting**

Councillors were asked to approve the report of the last Facilities & Environment Committee meeting held on 4<sup>th</sup> May 2021.

**RESOLVED:** That the report is approved. (See Appendix G)

**b) Castlefield Car Park**

Councillors were asked to agree whether or not a potential tenant, Mrs Beesley, could park a high-top van could be parked in a space at Castlefield car park. The licence agreement states: “3.6 not to park any van or other commercial vehicle in the Designated Parking Space without the written consent of the Licensor.”

Councillors discussed the size of the van and agreed that it would fit in the space.

**RESOLVED:** That Mrs Beesley be given permission to park the van described in Castlefield Car Park.

The meeting of the council closed at 10.30pm

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Chairperson: 17<sup>th</sup> June 2021