

# Minutes of the Meeting of Eynsford Parish Council, held on Thursday 20<sup>th</sup> August 2020, via an online video-conferencing session, at 8pm.

---

## 8632 PRESENT

### Members Present

Mr M Barker  
Mrs S Boyle  
Mr A Cooke  
Mrs F Haxby  
Mr P Ward (Chairperson)

### Others Present

Mr K Baker (Tree Warden)  
Mr J Gee (Tree Warden)  
Mrs E Stretton  
Mrs A Evans

### Clerk in Attendance

Mrs H Ivaldi

## 8633 APOLOGIES FOR ABSENCE

Mr G Kirby, Mr M Richardson, Mr A Cheeseman (District Councillor), Mr R Gough (County Councillor)

## 8634 CHAIR'S REMARKS

Mr Ward gave his apologies for the next meeting.

## 8635 CLERK'S COMMENTS

None.

## 8636 GOVERNANCE

### a) Declarations of Interest

None.

### b) Minutes of Previous Meeting

The minutes of the last full council meeting held on the 16<sup>th</sup> July 2020 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 July 2020, as per Appendix A. A schedule of payments was also presented.

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

### d) Outstanding Actions

February 2020 – Purchase new fridge and microwave for the office – This is being progressed by Ms Morgan.

March 2020 – New signage at the ford – The Clerk agreed to chase Kent Highways about this.

May 2020 – Pursue listing of the Lucy Box on the High Street – Mr Kirby has reported that he has made some progress on this.

### e) Website Accessibility

Councillors were asked to approve the ‘website accessibility evaluation stage’ and the ‘website accessibility statement’ that had been produced for the council. Ms Morgan had reported that she had attended an online training session and had done some work on improving the accessibility of the council’s website. Ms Morgan had agreed to a ‘website health check’ from the University of Kent costing £25. Councillors were also told that the council’s web provider would provide a review and training session of the site if needed for £120.

**RESOLVED:** That the Website accessibility evaluation is approved, and that the Website accessibility statement is updated following the health check and brought back to another meeting. That the health check is approved. That the results of the health check are considered before making a decision on further training.

### f) Edwards Hall, Outside Area

Councillors were asked to approve a proposal by the Scout Group to put a new, solid roof over the outdoor space formally used for paper collection. This would enable to space to be used by the scouting groups year-round and would enable better social distancing. As landowners, the council are required to approve such changes.

**RESOLVED:** That the installation of a new roof on the existing outside area by the Scout Group is approved.

### g) Casual Vacancy

Councillors were informed that there were four applicants for the Casual vacancy. Councillors were asked to agree a process for interview and election.

**RESOLVED:** That the Clerk arranged informal interviews with the candidates via Zoom in the week of the next council meeting. That the co-option takes place at the main meeting on 17<sup>th</sup> September with the vote taking place via text message to the Clerk.

## 8637 PLANNING

### a) Notifications of Planning Consents/Refusal

SE/20/01680/HOUSE – High Beeches, Sparepenny Lane, Eynsford – GRANTED  
SE/20/01722/LBCALT – Lower Austin Lodge Farmhouse, Lower Austin Lodge Farm, Upper Austin Lodge Road, Eynsford – GRANTED  
SE/20/01878/AGRNOT – Bower Park Farm, Bower Lane, Eynsford – Prior Approval Not Required  
SE/20/01778/AGRNOT – Bower Park Farm, Bower Lane, Eynsford – REFUSED  
SE/20/01671/HOUSE – 14a Saddlers Park, Eynsford – GRANTED  
SE/20/01734/PAC – The Cart Lodge, Lullingstone Lane, Eynsford – GRANTED

### b) Planning Application SE/20/02183/HOUSE – Oakdene, Station Road, Eynsford

Councillors considered an application for the demolition of a rear conservatory and the erection of a single storey rear extension and loft conversion with a rear dormer and this property.

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

### c) Planning Application SE/20/02137/FUL – Bower Park Farm, Bower Lane, Eynsford

Councillors considered an application to erect a 40m x 40m silage clamp at this location.

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

### d) Tree Work Application SE/20/02120/WTCA – Whispers, Station Road, Eynsford

An application had been received for various works to trees at this property. The Tree Wardens noted that the application was missing lots of information when circulated by Sevenoaks District Council. However, the application had been granted.

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

## 8638 HIGHWAYS & TRANSPORTATION

### a) Highways Improvement Plan

Councillors were asked to review the Highways Improvement Plan and to consider whether any items should be chased.

**RESOLVED:** That, as no response has been received since the plan was submitted, Kent Highways are chased for their response to the Highways Improvement Plan.

## 8639 COMMUNITY & ENVIRONMENT

### a) Police/Crime Report

The Clerk provided details of crime statistics for June 2020:

Twenty crimes were reported as follows:

Lullingstone Country Park – 1 x Criminal damage/arson

Lullingstone Castle – 1 x Violence/sexual offence

Riverside – 1 x ASB, 1 x Other theft

Common Meadow – 1 x Anti-social behaviour

Village Car Park – 7 x Violence/sexual offence

Sparepenny Lane – 1 x Anti-social behaviour

Gibson Place – 1 x Public order

Station Road – 1 x Violence/sexual offence

Walnut Close – 1 x Vehicle crime

Saddlers park – 1 x Violence/sexual offence

Knights Field – 2 x Public order, 1 x Anti-social behaviour

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

### b) Membership of the Woodland Trust

Councillors were asked to consider renewing their membership of the Woodland Trust costing £33 p.a.

**RESOLVED:** That the membership of The Woodland Trust is renewed at a cost of £33 from the membership budget.

At this point, 8.57pm, the meeting was opened up to questions from the public (Appendix Q). The meeting resumed at 9.10pm.

## 8640 RECREATION

### a) Chlorination – Harrow Meadow Changing Rooms

Councillors were told that, since the last meeting, further results had been received from the water testing company indicating that there were raised levels of bacteria in the water system at the changing rooms. It is therefore recommended that chlorination of the system is undertaken before the changing rooms are put back into use. This would cost £300 + VAT.

**RESOLVED:** That the council agrees to pay £300 to flush and chlorinate the water system once the government guidelines allow for the use of showers. To be taken from the Harrow Meadow Building Maintenance budget.

### b) Health & Safety Records, Harrow Meadow Changing Rooms

Councillors were told that Mr Cooke was keeping a record of all measures taken to ensure that the changing rooms are COVID-19 compliant once they are open. Mr Cooke had drawn up a risk assessment, along with a check-list for the football clubs to use. Councillors were asked to approve the risk assessment.

**RESOLVED:** That the risk assessment for the changing rooms is approved.

c) COVID-19 Costs – Harrow Meadow Changing Rooms

Councillors were asked to approve the costs of additional items for the changing rooms to improve the safety of users. This would be a paper towel dispenser for each of the three toilets and two hand sanitiser units. The approximate cost of these items and their refills would be £125 + VAT. Riverside Wanderers Football Club had agreed to pay for these items from a grant received from the Football Association.

**RESOLVED:** That items for the changing rooms (3 paper towel dispensers and paper towels, 2 hand sanitiser units and hand sanitiser) are purchased and re-charged to Riverside Wanderers Football Club. That the football club arranges the installation in the changing rooms.

d) Membership of Kent County Playing Fields Association

Councillors were asked to consider renewing their membership of KCPFA at the cost of £20 p.a.

**RESOLVED:** That membership of Kent County Playing Fields Association is renewed at £20.

e) Removal of Tree, Castlefield Allotments

Councillors were asked to agree to the removal of an apple tree that is in danger of falling due to dead wood. The quote received is £180.

**RESOLVED:** That the apple tree is removed at the cost of £180 to be taken from the Allotment Maintenance budget.

The meeting of the council closed at 9.30pm

-----  
Chairperson: 17<sup>th</sup> September 2020