

Minutes of the Meeting of Eynsford Parish Council held on Thursday 20th July 2023, at the Parish Office, Priory Lane, Eynsford, at 7.30pm.

9040 PRESENT

Members Present

Mr M Barker
Mr A Cooke
Mrs F Haxby
Mrs J Laird
Mr D Naylor
Mr M Richardson

Others Present

Mr J Gee, Mrs P Penney (arrived 8.08pm, left 9.10pm), Ms K Langridge (left 8.53pm).

Clerk in Attendance

Mrs H Ivaldi

9041 APOLOGIES FOR ABSENCE

Mr N Rix, Mr V Robson, Mr R Gough

9042 CHAIR'S REMARKS

Mr Richardson welcomed Mrs Laird to her first official meeting of the council. Mr Richardson reminded councillors that no council meeting was scheduled for August.

9043 CLERK'S COMMENTS

Mrs Ivaldi reminded councillors of the 'walkabout' planned for the 5th August and also about the Repair Café that would be held on 22nd July at the Scout Hall.

9044 GOVERNANCE

a) Declarations of Interest

Mr Richardson declared a non-pecuniary interest in items 9044f and 9044h as Chair of the Village Hall trustees.

b) Minutes of Previous Meeting

The minutes of the last full council meeting held on the 15th June 2023 were presented for approval.

RESOLVED: That 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 June 2023, as per Appendix A.

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

d) Outstanding Actions

Councillors were asked to provide updates on any outstanding actions. Mr Gee asked for a copy of the spreadsheet.

RESOLVED: That the information is noted.

e) Henry Cox Charity

Mr Richardson reported that he wished to step down as trustee for the charity and he explained what was involved. He asked if any other councillor would be willing to take it on.

RESOLVED: That Mr Naylor is appointed as trustee to the Eleemosynary Charity of Henry Cox.

f) Football Pitch Project Costings

Mr Cooke explained the revised quote of £148,163.30 + VAT received from Burrows, the contractor employed to carry out the ground works for the football pitch. This was mainly due to the increase of costs of some materials. It was approximately £10K more than the previous quote given in 2022. Mr Cooke suggested that the council use the £6K grant from KCC to partially fund the increase. Mr Richardson confirmed that the amount pledged by the village hall trustees would cover the rest.

RESOLVED: That the new quote of £148,163.30 + VAT is approved and that the work is scheduled as soon as possible.

g) KCC Capital Sports Grant

It was reported that a grant of £6000 had been received, with thanks, from Kent County Council's Capital Sports Grant fund towards the new football pitch project.

RESOLVED: That the information is noted.

h) Quotes for Legal Work – Eynsford Village Hall Project

The Clerk reported that two of the four companies contacted has provided quotes for work relating to the lease and building contract for the new hall project. As the quotes were very difference it was thought it was important to get some alternative quotes.

RESOLVED: That two additional quotes are obtained for legal work relating to the new hall project.

i) Safeguarding Policy

Councillors were asked to review a new safeguarding policy for the council.

RESOLVED: That Mrs Haxby and Mrs Laird review the policy and bring back a revised version to the next council meeting.

j) Policy for Use of Parish Land

Councillors were asked to set up a working group to agree a policy for the use of parish council land.

RESOLVED: That a working group consisting of Mrs Haxby, Mr Cooke and Mrs Laird meet to formulate a policy/guidelines for the use of parish council land.

k) Zero Tolerance Policy

Councillors were asked to review a new zero tolerance policy for the council.

RESOLVED: That Mrs Haxby and Mrs Laird review the policy and bring back a revised version to the next council meeting.

9045 **PLANNING**

a) Report of the Last Planning Committee Meeting

Councillors were asked to approve the report of the Planning Committee meeting held on 3rd July 2023.

RESOLVED: That the report is approved.

b) Notifications of Planning Consents/Refusal

23/01185/HOUSE	21 Saddlers Park, Eynsford	Granted
23/01277/HOUSE	Sydenham Cottage, Sparepenny Lane, Eynsford	Granted

c) Planning Application 23/01823/HOUSE – 16 Saddlers Park, Eynsford

Councillors were asked to review an application for a proposed dormer extension to the rear and rooflights to street facing elevation at this property.

RESOLVED: That the council objects due to the loss of privacy to residential properties to the rear, including a listed building.

9046 **HIGHWAYS & TRANSPORTATION**

a) Report of the Last Highways & Transportation Committee Meeting

Councillors were asked to approve the report of the Highways & Transportation Committee meeting held on 3rd July 2023.

RESOLVED: That the report is approved.

b) Repair of Gulley, Castlefield Car Park

Councillors were asked to consider a quote to repair the lining of the drainage gulley and to refix the grating cover. The quote was for £100.

RESOLVED: That the work is agreed and the quote for £100 accepted.

c) Castlefield Access Road

Following a 'near miss' between a vehicle and children exiting the scout hall car park, councillors were asked to consider quotes for painting SLOW on the exit of the access road. Landscape Services quoted £682.50 + VAT and TLM quoted £520 + VAT.

RESOLVED: That neither quote is accepted. That costs are sought to install plastic 'speed bumps' and also for warning signage, such as 'Slow – Children'. That the Scout Group organisers are asked to encourage children to use the pedestrian gate. That vegetation is cut back around the gate to improve sight lines.

At this point, 8.30pm, the meeting was opened up for questions from the public (see Appendix Q). The meeting resumed at 8.53pm.

d) Security Light at Castlefield Car Park

Following a report that the security light at Castlefield Car Park was not working, the streetlight contractor investigated and discovered that the light was functioning but that the sensor was being blocked by a tree. The contractor provided a quote of £160 to cut back the offending branched.

RESOLVED: That an alternative quote is sought to cut back the tree blocking the light.

e) Fernbank Verge

Mr Cooke, Mrs Haxby and Mr Rix had met to discuss ways to make Fernbank work better for pedestrians whilst still allowing cars to park. Currently cars, mainly residents, park completely over the pavement making it inaccessible for pedestrians. The proposal was to remove the verge and flower beds and to replace these with a pedestrian walkway made of gravel or grasscrete wide enough to accommodate a push chair or wheelchair. Narrow planters would be placed in the centre of the current pavement leaving enough space for cars to park with one wheel on the pavement. Cars would stick out into the road a bit further than at present.

RESOLVED: That the proposal is discussed with Kent Highways. If Kent Highways approve, then a consultation should be carried out with the residents of Fernbank.

9047 COMMUNITY

a) Report of the Last Community Committee Meeting

Councillors were asked to approve the report of the Community Committee meeting held on 3rd July 2023.

RESOLVED: That the report is approved.

b) Police & Crime Report

The Clerk provided details of crime statistics. In May 2023 13 crimes were reported as follows:

Lullingstone Castle	1 x Criminal Damage/Arson
Lullingstone Lane	1 x Violence/Sexual Offence
Lullingstone Country Park	2 x Public Order Offence
	1 x Other Theft
Eynsford Station	1 x Criminal Damage/Arson
	1 x Public Order Offence
Saddlers Park	1 x Burglary
	1 x Violence/Sexual Offence
Parsonage Bank	1 x Criminal Damage/Arson
High Street	1 x Anti-Social Behaviour
Pollyhaugh	1 x Violence/Sexual Offence
Knights Field, Bower Lane	1 x Violence/Sexual Offence

RESOLVED: That the information is noted.

c) Donation to Eynsford & Crockenhill Rights of Way Group

Councillors were asked to make a donation to the local rights of way group that helps to keep footpaths clear and reports problems.

RESOLVED: That a donation of £80 is made to Eynsford & Crockenhill Rights of Way Group.

d) Grant for The Space

Councillors were informed that the council had received a grant of £980 from the Cost of Living Support Fund managed by KALC on behalf of KCC/The Government. The Clerk had applied for the funding to support the continuation of the good work of The Space (run by the Darent Valley Community Church) to provide a free, warm meeting space and food for those affected by social isolation and the cost of living crisis. Councillors were asked to agree to donate the grant to The Space.

RESOLVED: That the grant of £980 is donated to The Space.

e) Ethel Darby Plaque

Councillors were informed that Mrs Haxby had provided suitable wording for a plaque to be placed on the village signpost to remember Ether Darby (an Eynsford resident who lived until 110 years old). She had previously been remembered on a bench which had been damaged and removed. The plaque would cost around £40.

RESOLVED: That the Clerk orders the plaque and arranges installation.

f) Report from Meeting with the Police

Mr Richardson reported that he, Mr Robson, a member of Riverside Watch and the manager of the Riverside Club had met with PC Wayne Owens at Riverside to discuss ongoing issues of anti-social behaviour etc. PC Owens had said that he would be willing to change shifts to be present if

it is known when potential trouble makers will be visiting. Another meeting has been arranged for 4th August to include Kelly Webb from Sevenoaks District Council.

RESOLVED: That the information is noted.

9048 OPEN SPACES

a) Report of the Last Open Spaces Committee Meeting

Councillors were asked to approve the report of the Open Spaces Committee meeting held on 3rd July 2023.

RESOLVED: That the report is approved.

9049 FACILITIES & ENVIRONMENT

a) Report of the Last Facilities & Environment Committee Meeting

Councillors were asked to approve the report of the Facilities & Environment Committee meeting held on 3rd July 2023.

RESOLVED: That the report is approved.

b) UK Shared Prosperity Fund

Councillors were informed that Sevenoaks District Council are running a grant programme for small capital projects. Parish councils can apply for up to £4000 for capital expenditure that could include: small public realm changes; benches/tables, flowers or planters; outside seating areas, paint work, paved areas, improving green spaces, signage or wayfinding, trees, sculptures, lighting etc. Expressions of interest must be received by 16th August. There was a discussion about the possibility of installing bike racks at Riverside and also about providing funds for Christmas lights.

REOLVED: That ideas and costs are emailed to the Clerk before the deadline.

c) Various Works

Mr Free had provided quotes for a variety of outstanding jobs in the parish that councillors discussed.

RESOLVED: That the following quotes/works are agreed:

School Noticeboard - to rub down and revarnish using 3 coats. £90.00

Mill Lane Noticeboard to rub down and revarnish using 3 coats. £90.00

Priory Lane Bench - sanding and staining. £150.00

Riverside Bench top - rub down and revarnish. £175.00

Common Meadow Corner bench nearest to club - rub down and revarnish. £175.00

Viaduct Bench - New bolts to be fitted. £30.00.

d) Lucy Box refurbishment

Councillors were asked to consider a quote to refurbish the Lucy Box on the High Street. This would involve stripping back and repainting in Buckingham Green. Other companies had been contacted, but none responded. The quote from Spectrum was for £630.

RESOLVED: That the quote of £630 from Spectrum is accepted.

The meeting ended at 9.44 pm.

Chairperson: 21st September 2023

Appendix Q

Public Questions from the Meeting of Eynsford Parish Council, held on Thursday 20th July 2023.

At 8.30pm, the meeting was opened to questions from the public.

Mrs Penney mentioned that Kent Wildlife Trust has been working on the roadside nature reserve south of Eynsford today.

Mr Gee said that Roger Gough (KCC) had replied to his email about cutting back the verge and trees/bushes on the A225 to allow pedestrians to walk safely. They had said that it was cut within their guidelines but they did not wish to encourage pedestrians.

Ms Langridge raised concerns about the safety of pedestrians walking on the A225. She had seen several families walking from the train station to the Castle Farm along the main road to see the lavender which was dangerous.

There was a discussion about this issue. This stretch of road is included in some of the walks being promoted by DVLP/DVCRP. There was a conversation about whether Castle Farm could be asked to provide more guidance on their website.

The Clerk was asked to write to William Alexander and also DVLP/DVCRP about this issue and to report the problem to Kent Highways.

Mr Gee asked when the sign for the new tree acrostic would be ready. The Clerk confirmed that Mr Rix was preparing the art work for the sign before it could be ordered. Ms Langridged asked if it could be installed before 30th September which was the Arbor Day event in Eynsford.

Mr Barker reported that the proposed alterations to the Conservation Area had been approved by Sevenoaks District Council.

Mr Gee asked if councillors could let him know of any trees in the village that they thought should be protected by a Tree Preservation Order.

The public questions ended at 8.53pm.

Minutes of a meeting of the Planning Committee of Eynsford Parish Council held on Monday 3rd July 2023 held at Eynsford Parish Office at 7:30 p.m.

Members Present:

Mr M Barker
Mr A Cooke
Mr D Naylor
Mr M Richardson
Mr N Rix (Chair of Planning)
Mr V Robson

Clerk in Attendance:

Mrs N Wintour

Others Present

Mr M Evans
Mr L Moymihan
Mrs P Penney
Mr J Gee

Apologies for Absence:

Mrs F Haxby
Mrs J Laird

- 1) Declarations of Interest
None
- 2) TENS Licence 23/02446- Five Bells, High Street Eynsford

Plans relating to a TENS licence for the Five Bells were tabled for discussion.

Resolved: That the council offer no comment on the application.

The meeting of the Planning Committee closed at 7:34 p.m.

Minutes of a meeting of the Highways & Transportation Committee of Eynsford Parish Council held on Monday 3rd July 2023 held at Eynsford Parish Office at 7:34 p.m.

Members Present:

Mr M Barker
Mr A Cooke
Mr J Gee
Mr D Naylor
Mr M Richardson
Mr N Rix
Mr V Robson (Chair of Highways)

Clerk in Attendance:

Mrs N Wintour

Others Present

Mr M Evans
Mr L Moymihan
Mrs P Penney

Apologies for Absence:

Mrs F Haxby
Mrs J Laird

1) Declarations of Interest

None.

2) Castlefield Access Road

Only one quote had been received to paint 'slow' on the access road of Castlefield Car Park to warn drivers of children, so councillors agreed to postpone this item until more quotes had been received.

Resolved: That the item is brought back to another meeting once further quotes are received.

3) EV Lamppost Charging Points

Councillors were asked to discuss the possible solution for electric vehicle charging points for those without off-street parking, of providing charging points at little or no costs to us. There are government grants available which subsidise all or most of the cost. The charging points are inserted directly into the 'door' on the lamppost and use the electricity from the lamp. This is basically a socket that the user plugs their own plug/lead into. These are slow/overnight chargers aimed at residents. Councillors discussed possible areas that this scheme may work, such as Pollyhaugh or Saddlers Park. It was agreed that further investigation is needed, it was also suggested that we ask Sevenoaks District Council again if they would consider putting a charging point in the main car park in the High Street.

Resolved: That further investigating is completed on suitable areas, by Mr Barker and Mr Robson. That Sevenoaks District Council is contacted and asked if they would consider installing an electric charging point in one of the car parking spaces in the main car park in the High Street.

The meeting of the Highways & Transportation Committee closed at 7:40 pm.

Minutes of a meeting of the Community Committee of Eynsford Parish Council held on Monday 3rd July 2023 held at Eynsford Parish Office at 7:40 p.m.

Members Present:

Mr M Barker
Mr A Cooke
Mr D Naylor
Mr M Richardson
Mr N Rix
Mr V Robson

Clerk in Attendance:

Mrs N Wintour

Others Present

Mr M Evans
Mr L Moymihan
Mrs P Penney
Mr J Gee

Apologies for Absence:

Mrs F Haxby
Mrs J Laird

In the absence of Mrs Haxby, Mr Richardson chaired the meeting.

1) Declarations of Interest

None.

2) Volunteering lift service

Following on from Mrs L Breare standing down as a volunteer driver organiser, giving those in need a lift to various appointments, councillors were asked to discuss this service and whether as a council there is anything they can do to help the service carry on. Northwest Kent Volunteers offer a driving service that residents can sign up to. Councillors discussed the implications of a single person taking this on and insurance issues along with what Northwest Kent Volunteers already do.

Resolved: That the council promotes Northwest Kent Volunteers driving service via social media, newsletter, and website.

3) D-Day 80 Celebration

Councillors were asked to discuss D-Day 80 Celebration which will be on 6th June 2024 and whether they wish to organise an event for the day. Councillors discussed some of the suggestions that had been received such as a fish & chips supper and lighting of the beacons and whether the council put an event on at the village hall or we ask the local restaurants/pubs to serve only fish & chips that day and then all residents invited to watch the lighting of the beacon. Councillors discussed who would light the beacon and in previous years this was done by the scouts.

Resolved: That the council ask residents opinion on this, via our newsletter, Trident and social media, once opinions have been received the item is brought back to another council meeting. That the scouts are approached to ask if they would be lighting the beacon on this day.

4) Extra Activities for Family Fun Day

Councillors were asked to agree which extra activities to fund for the family fun day in Augst. Options available, inflatable football Kick & Stick darts at a cost of £185.00 plus 1 member of staff for 4 hours at a cost of £140.00 total cost for this activity £325.00, Giant Connect 4, Giant Jenga & Giant snakes & ladders £100.00, Facepainting 2 companies contacted one company would charge £250.00 for 4 hours and another would cost £200.00 for 4 hours, or a Balloon artist would cost £200.00. Farningham Parish Council had been contacted and asked if they would give a donation towards the cost of these extras. Budget for the family fun days is £1000.00.

Resolved: That the following activities are funded for the family fun day; Football Kick & Stick darts with 1 member of staff, at a cost of £325.00, all Giant games at a cost of £100.00 plus the facepainting company (Little Poppet) at a cost of £200.00 at total cost of spend would be £625.00

The meeting of the Community Committee closed at 7:55 p.m.

Minutes of a meeting of the Open Spaces Committee of Eynsford Parish Council held on Monday 3rd July 2023 held at Eynsford Parish Office at 7.40 p.m.

Members Present:

Mr M Barker
Mr A Cooke (Chair of Open Spaces)
Mr J Gee
Mr D Naylor
Mr M Richardson
Mr N Rix
Mr V Robson

Clerk in Attendance:

Mrs N Wintour

Others Present

Mr M Evans
Mr L Moymihan
Mrs P Penney

Apologies for Absence:

Mrs F Haxby
Mrs J Laird

1) Declarations of Interest None

- 2) New Football Pitch - Drainage
Councillors were asked to discuss concerns raised by a resident about the drainage of the pitch and potential ground water flooding. Mr Evans asked for clarification on the drainage for the new football pitch, Mr Cooke noted that the works would not alter the current drainage system and they are also putting in catchment drain into the bank which will lead to a deep soakaway which will take away any rainwater from the field. It was also noted that the pitch will now be level unlike previously when the pitch was sloped which meant water drained down. Further discussion was held on the drainage system and Mr Cooke agreed to provide drawings to Mr Evans of the new pitch and village hall. Mr Evans asked if insurance would be taken out for damage to pitch and properties caused by flooding and the drainage system, Mr Cooke noted that no insurance would be taken out as the insurance companies see flooding, by excessive rainfall as an act of God.

Resolved: That the information is noted.

- 3) Common Meadow
Mr Barker reported back on his inspection of Common Meadow.
The first observation we made was that the two hazel trees that were cut to near ground level, just beyond the FELHS building, are re-shooting and will continue form good bushy structures, if the cricket club groundsman does not cut them back each year. There is a requirement for fencing to block access to the rear of the building used by FELHS. To be addressed my EPC. The litter bin by the entrance gate fills up and overflows on a regular basis. Would it be possible to swap this with one of the larger bins by the river?

Litter-picking at common meadow: is this being done?

First alcove is quite overgrown but probably supporting wildlife and access to the river is compromised by riparian flora, which is also supporting wildlife. There are elder saplings growing at the top of the alcove. We felt these should come out. Currently the grass on the bank between the cricket boundary and the river is quite short. We would like a strip to be left longer to allow flowers and grasses to grow. Maybe 2 metres wide all along the river or if this is not acceptable to only have river access in between the alcoves. There is a willow tree growing on the river bank (No. 15 on the old report) which is doing OK but has a maple/sycamore growing within it has spread. We felt the maple should come out. There is another one further along the bank downstream that should also come out. We would like the grass around the willow at No. 18 to be left longer as well to promote wildlife. There is some Himalayan Balsam growing near the boundary with Furlong's Farm, near the site of recent bonfire, that needs to be removed urgently to prevent spread as this is an invasive species. Peter Brown's yew tree probably needs more water. Is the groundsman helping with this? By the pavilion on the east side there is an ash tree that is very close to the pavilion and should come out. We would also recommend that the grass outside the permanently closed main gate, along the fence down past the Hist. Soc. Building is cut less frequently, dependent on what the current frequency is, but no mow May should be adhered to here. Disposal of grass cuttings. Grass from the outfield is, we believe, left in place, but grass from the square is scattered on the long grass surrounding the playing area. Should a composting area be created? A three-bay system? To generate useful compost other material would have to be added, something more fibrous or leafy. The trees along the boundary between the farm and Common Meadow, are quite dense and provide a large area of wild habitat. The next step will be to share our thoughts with representatives of the cricket club.

Resolved: That a meeting with the Cricket Club to share their thoughts and findings. That Mr Barker meets Mr Free to discuss quotes for works that the report has highlighted. That we ask Sevenoaks District Council to ensure the bin at Common Meadow is emptied and ask if a larger bin could be provided.

The meeting of the Open Spaces Committee closed at 8:28 p.m.

Minutes of a meeting of the Facilities & Environment Committee of Eynsford Parish Council held on Monday 3rd July 2023 held at Eynsford Parish Office at 8:28 p.m.

Members Present:

Mr M Barker (Chair of Facilities & Environment)
Mr A Cooke
Mr J Gee
Mr D Naylor
Mr M Richardson
Mr N Rix
Mr V Robson

Clerk in Attendance:

Mrs N Wintour

Others Present

Mr M Evans
Mr L Moymihan
Mrs P Penney

Apologies for Absence:

Mrs F Haxby
Mrs J Laird

1) Declarations of Interest None.

- 2) Cleaning Village signs
Councillors were asked to consider arranging and paying someone to clean the signs throughout the village. Mr Gee noted that he could hire a portable jet wash machine and take around in his trailer, for the hire of the machine and his time it would cost £450.00 to clean signs and benches, it was noted that Mr Free has already provided a quote to clean the benches and that we should ask him to provide a quote to clean the signs as well, once received bring the item back to the council to consider both options.

Resolved: That Mr G Free is asked to quote to clean all the signs in the village and that the item is brought back to another meeting for the council to consider.

- 3) Annual Walkabout
Councillors were asked to agree a date for the inspection of parish assets and amenities.

Resolved: That the walkabout is held on 5th August.

The meeting of the Facilities & Environment Committee closed at 8:30 p.m.

Appendix Q

Public Questions from the Meeting of Eynsford Parish Council, held on Monday 3rd July 2023

At 8:30pm, the meeting was opened to questions from the public.

Mrs P Penny noted that it is only 2 weeks until judging and has asked for help and asked that people cut and remove their weeds outside their own property.

Mr K Moymihan raised the issue of parking in the village especially at Riverside, as the yellow lines have been repainted at Riverside but there is no one to enforce these. Mr Richardson noted that Sevenoaks only have two traffic wardens and the council contact Sevenoaks regularly to ask if they can attend the village during busy periods.

Mr K Moymihan also noted the antisocial behaviour at Riverside and asked if more police, Mr Richardson noted that we have had meeting with the police previously, but they are not proactive, it was noted that the council have installed fences and looked at CCTV, and Riverside Watch are still looking at the possibility of CCTV in this area. It was noted that all residents should report any antisocial behaviour to the police. Mr Richardson suggested maybe another meeting with the police, the council, local businesses.

The public questions ended at 8:40pm.