

# Minutes of the Meeting of Eynsford Parish Council held on Thursday 19<sup>th</sup> October 2023, at the Parish Office, Priory Lane, Eynsford, at 7.30pm.

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## 9060 PRESENT

### Members Present

Mr A Cooke  
Mrs F Haxby  
Mrs J Laird  
Mr D Naylor  
Mr N Rix  
Mr V Robson

### Others Present

### Clerk in Attendance

Mrs N Wintour

## 9061 APOLOGIES FOR ABSENCE

Mr M Barker

## 9062 CHAIR'S REMARKS

None.

## 9063 CLERK'S COMMENTS

Mrs Wintour noted that she has spoken with the florist regarding the council's wreath and that we will be ordering the same wreath as last year. M&S water will be arranging a site visit to investigate the possibility of a leak again at Harrow Meadow. Once the leak is found and fixed, we can claim the money back from Castle Water. SDC will be launching their consultation for their local plan 2024 on 23<sup>rd</sup> November, but papers will be available to view online from next week. Kent Police are aiming to have two beat officers for each area by September 2024.

## 9064 GOVERNANCE

### a) Election of a Chair

Councillors were asked to elect a chairperson for Eynsford Parish Council.

**RESOLVED:** That Mr Vince Robson is elected a chair.

### b) Declarations of Interest

None

### c) Minutes of Previous Meeting

The minutes of the last full council meeting held on the 21<sup>st</sup> September 2023 were presented for approval.

**RESOLVED:** That the minutes are accepted as a true and complete record and that the recommendations are approved.

d) Finance Notes

The clerk submitted a list of accounts, and a budget report, for August 2023, as per Appendix A.

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

e) Casual Vacancy

Following Mr Richardson's resignation there is a vacancy on the council. Notices were provided by Sevenoaks District Council giving electors the opportunity to call an election. If no election is called by 17<sup>th</sup> October, the council may fill the post by co-option. Councillors were asked to agree the next steps.

**RESOLVED:** That the position is advertised throughout the village.

f) Outstanding Actions

Councillors were asked to provide updates on any outstanding actions. Mr Naylor provided an update on the signs for Crockenhill Lane, and he will find prices and bring back to another meeting for approval. Mr Naylor advised that the Bike rack item, Mrs Ivaldi is applying for permitted development, and the Henry Cox item, an AGM was held, and the item is still ongoing. The Riverside Board, DVLP may be able to pay for this, and the item is still ongoing.

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

g) Zero Tolerance Policy

Councillors were asked to approve the Zero Tolerance Policy.

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

h) Safeguarding Policy

Councillors were asked to approve the Safeguarding Policy

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

i) Date for Budget Meeting

The budget meeting will be held on 7<sup>th</sup> December at 7:30pm. Councillors were asked to send their forecast spending and plans for next year to the Clerks in advance.

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

j) Common Meadow Use Policy

Councillors were asked to approve the use policy for Common Meadow.

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

#### k) Village Hall Update

Mr Cooke noted that the grounds work phase two is now completed and the contractor will return once the grass is longer to cut and treat. The Gate and fence are now installed. The acrostic has taken some drone photos and produced a report. Mr Cooke now said the village hall fund raising will be pushing hard into 2024. Planting arrangement has been put forward to Sevenoaks District Council and hopes to start planting in December 2023/January 2024

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

### **9065 PLANNING**

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

Councillors were asked to approve the report of the Planning Committee meeting held on 2<sup>nd</sup> October 2023.

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

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

None

#### c) Planning Application 23/02202/HOUSE – 19 to 21 Eynsford Rise, Eynsford

Plans relating to a single-storey rear extension and new vehicular access were tabled for discussion.

**RESOLVED:** That the council had already commented on this application previously, that the councils comments still stand.

#### d) Planning Application 23/02853/HOUSE – 23 Pollyhaugh, Eynsford

Plans relating the erection of a new porch were tabled for discussion.

**RESOLVED:** That the council offer no objection.

#### e) Planning Appeal 23/0028/RFPLN – Land South off Lane End, Sparepenny Lane, Eynsford

The applicant as submitted an appeal to the Secretary of State against Sevenoaks District Council's refusal of planning permission for the erection of a single storey dwelling at the above location. If councillors wish to make comments or modify/withdraw their previous representations, this can be done.

**RESOLVED:** That the councils' previous objection still stands.

### **9066 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 2<sup>nd</sup> October 2023.

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

## **9067 COMMUNITY**

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

Councillors were asked to approve the report of the Community Committee meeting held on 2<sup>nd</sup> October 2023.

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

### **b) Police & Crime Report**

The Clerk provided details of crime statistics. In August there were 16 crimes were reported as follows:

Lullingstone Visitor Centre	1 x ASB 1 x criminal damage/arson
Lullingstone Park	1 x public order 1 x robbery 1 x vehicle crime
Lullingstone Golf club	1 x violence & sexual offence
Lullingstone Lane	1 x violence & sexual offence
Eynsford Station	1 x criminal damage/arson 1 x Robbery
Birch Close	1 x criminal damage/arson
Riverside	2 x violence & sexual offence 1 x ASB 1 x criminal damage/arson 1 x other
Gibson Court	1 x violence & sexual offence.

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

### **c) Donation to Northwest Kent Citizens advice bureau.**

Councillors were asked to consider donating to Northwest Kent Citizens advice bureau, to help residents of Eynsford with the cost-of-living crisis. During the past 12 months Northwest Kent CAB have helped 22 clients in the Parish of Eynsford with more than 80 issues. They believe this is the tip of the iceberg. They are appealing today for a donation to help them reach more clients in the Parish of Eynsford.

**RESOLVED:** That £100.00 is donated.

### **d) Christmas Lights**

Mrs Haxby noted that only one quote has been returned and she is waiting on another quote before approval. To attach Christmas lights to the Lychgate at St Martins. Quotes sought from professional light installers, including flood lights on to adjoining trees. Mrs Haxby advised the

council that they decided on a professional team so that these are in line with safety and a more professional look. Also, connection to the lamppost for power.

**RESOLVED:** that a professional installer is chosen.

e) Donation to Sevenoaks Welcome Refugees

Councillors were asked to consider donating to Sevenoaks Welcome Refugees who support one Syrian family and two Ukrainian families in Eynsford. Expenses can include legal costs, travel, training, and other support.

**RESOLVED:** That a donation of £500 is made.

**9068** **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 2<sup>nd</sup> October 2023.

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

**9069** **FACILITIES & ENVIRONMENT**

a) Membership of DRiPS

Councillors were asked to renew the council's membership of the Darent River Preservation Society at a cost of £20.

**REOLVED:** That the membership is renewed.

The meeting ended at 9:00 pm.

At this point, 9:00pm, the meeting was opened for questions from the public (see Appendix Q). The meeting resumed at 9:10pm.

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Chairperson: 16<sup>th</sup> November 2023

# **Minutes of a meeting of the Planning Committee of Eynsford Parish Council held on Monday 2<sup>nd</sup> October 2023 held at Eynsford Parish Office at 8.02 p.m.**

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## Members Present:

Mr A Cooke  
Mr D Naylor  
Mrs F Haxby  
Mrs J Laird  
Mr V Robson

## Clerk in Attendance:

Mrs H Ivaldi

## Others Present

Mr J Gee  
Mrs P Penney  
Mrs J Siddonio

## Apologies for Absence:

Mr N Rix (Chair of Planning)  
Mr M Barker

In the absence of Mr Rix, Mr Robson chaired the meeting.

- 1) Declarations of Interest  
None
- 2) Planning Application 23/02651/FUL – Park House Farm, Bower Lane, Eynsford  
Plans relating to alterations and conversion of a former stable block to a single dwelling house, proposed reduction in its size and removal of an existing glazed roof lantern were discussed.  
**Resolved:** That the council's previous comments "Councillors have no objections to the proposal, but request that future permitted development rights are removed from this property in order to protect the Green Belt and AONB" are reiterated.
- 3) Tree Work Application 23/02776/WTPO – Little House, Crockenhill Lane, Eynsford  
An application to fell 2 oak trees and 1 ash tree was discussed. Mr Gee, Tree Warden, said that the trees were damaged or dying but that an option could be to leave one or more of them standing for the benefit of wildlife if they would be unlikely to cause a hazard.  
**Resolved:** That Mr Gee responds directly to Sevenoaks District Council with his observations.

The meeting of the Planning Committee closed at 8.20 p.m.

**Minutes of a meeting of the Highways & Transportation Committee of Eynsford Parish Council held on Monday 2<sup>nd</sup> October 2023 held at Eynsford Parish Office at 7.30 p.m.**

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Members Present:

Mr A Cooke  
Mr J Gee  
Mrs F Haxby  
Mrs J Laird  
Mr D Naylor  
Mr V Robson (Chair of the Highways & Transportation Committee)

Clerk in Attendance:

Mrs H Ivaldi

Others Present

Mrs P Penney  
Mrs J Siddonio

Apologies for Absence:

Mr N Rix  
Mr M Barker

1) Declarations of Interest

None

2) Bike Racks at Riverside

Following previous discussions, Councillors were informed that Kent Highways had given permission to install bike racks on the paved area to the east of the ford adjacent to the grass area, subject to the completion of forms. This land is owned by Kent Highways but the parish council would be responsible for the maintenance of the racks. Funding is set aside for them with the UK Shared Prosperity Fund via Sevenoaks District Council. The proposed racks are a standard loop structure in matt stainless steel. There is room for 3 or 4 racks to be installed at right angle to the road. Mrs Siddonio raised concerns about the safety of families and children accessing the river from the shop.

**Resolved:** That, subject to checking whether planning permission is required and to the acceptance of the proposal by Kent Highways, 3 bike stands are purchased and installed on riverside adjacent to the small grass area. That reflective tape is considered to ensure the racks can be seen in the dark.

The meeting of the Highways & Transportation Committee closed at 7.58 p.m.

# **Minutes of a meeting of the Community Committee of Eynsford Parish Council held on Monday 2<sup>nd</sup> October 2023 held at Eynsford Parish Office at 7.58 p.m.**

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## Members Present:

Mr A Cooke  
Mrs F Haxby (Chair of Community)  
Mrs J Laird  
Mr D Naylor  
Mr V Robson

## Clerk in Attendance:

Mrs H Ivaldi

## Others Present

Mrs P Penney  
Mrs J Siddonio  
Mr J Gee

## Apologies for Absence:

Mr N Rix  
Mr M Barker

- 1) Declarations of Interest  
None

- 2) Sign for Lucy Box  
Mrs Haxby suggested getting a plaque or information board to provide some details about the newly listed and painted Lucy Box on the High Street. It was noted that permission would need to be obtained from the owners of Stacklands to place a sign on their wall.  
**Resolved:** That Mrs Haxby does some further research into what information could be provided.

The meeting of the Community Committee closed at 8.02 p.m.



## **Minutes of a meeting of the Open Spaces Committee of Eynsford Parish Council held on Monday 2<sup>nd</sup> October 2023 held at Eynsford Parish Office at 8.20 p.m.**

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### Members Present:

Mr A Cooke (Chair of Open Spaces)  
Mr J Gee  
Mrs F Haxby  
Mrs J Laird  
Mr D Naylor  
Mr V Robson

### Clerk in Attendance:

Mrs H Ivaldi

### Others Present

Mrs P Penney  
Mrs J Siddonio (left at 8.30pm)

### Apologies for Absence:

Mr N Rix  
Mr M Barker

#### 1) Declarations of Interest None

#### 2) New Footpath at Castlefield

Mr Cooke explained plans for creating a new footpath around Castlefield that would include a section between the spoil heap and the allotment hedge. Members were asked to discuss whether access should continue through Harrow Meadow, or whether to continue the path across the unused allotment area onto the High Street. The council's bylaws forbid people from bringing dogs onto Harrow Meadow. Mr Robson also explained the problem of having to clear dog mess from the football pitch before every game.

**Resolved:** That a fence is installed around the bottom/southern end of the 'strip' alongside the new pitch and behind the changing rooms, to include a 5-bar gate for vehicular access. That a fence is installed across the top/northern end of the strip to include a pedestrian gate. That the path is continued through the unused allotments onto the High Street. That signs and information are used to discourage people from bringing their dogs onto Harrow Meadow.

The meeting of the Open Spaces Committee closed at 8.57 p.m.