

Minutes of the Meeting of Eynsford Parish Council held on Thursday 21st September 2023, at the Parish Office, Priory Lane, Eynsford, at 7.30pm.

9050 PRESENT

Members Present

Mr A Cooke

Mrs F Haxby

Mrs J Laird

Mr D Naylor

Mr M Richardson

Mr V Robson

Others Present

Mr J Gee, Mrs P Penney, Mr S Roberts (left 8:15pm)

Clerk in Attendance

Mrs N Wintour

9051 APOLOGIES FOR ABSENCE

Mr M Barker, Mr N Rix, Mr R Gough

9052 CHAIR'S REMARKS

Mr Richardson reminded the councillors that this would be his last meeting as he is stepping down as a councillor, Mr Richardson advised councillors to think about anyone would be willing to be co-opted onto the council should the council get no volunteers when the position is advertised.

9053 CLERK'S COMMENTS

Mrs Wintour noted that the clerks would like to possibly start charging for the black sacks from Sevenoaks District Council, as SDC advice to only give 2 black sacks for free and if people wanted a roll to charge up to £1.50 per roll, as when we leave them outside some people are taking 2 or 3 rolls at a time. We started leaving them outside due to Covid, it was suggested that rather than leaving them outside to bring them back in the office and the sacks are only available during office open times, or the councillors are happy if the clerks want to start charging for these rolls. If we started charging for the rolls, we would need to advertise this and inform the public.

9054 GOVERNANCE

a) Declarations of Interest

None

b) Minutes of Previous Meeting

The minutes of the last full council meeting held on the 20th July 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 July & August 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. Councillors advised that they could not open the spreadsheet when it was sent around. Mrs Haxby advised that the Christmas lights action is ongoing, Mr Robson advised the EV charging point is still ongoing and the clerk advised that we are still waiting from Sevenoaks District Council regarding the main car park for a possible EV charging point.

RESOLVED: That the information is noted.

e) Village Hall Update

Mr Cooke advised that he has now officially appointed the grounds work, the Agrostis is happy with all the paperwork. Topsoil has now been laid and sand mixture will be laid next week, along with the drainage channels, and re-seeded by the end of September. The playground is open for children to use. A long discussion was held regarding where a footpath could be installed, and Mr Cook believes it is feasible to create a path along the hedge line. Mr Naylor asked how long before anyone could use the pitch, Mr Robson noted a year before anyone could use the pitch, Mr Cooke advised maybe not a full year. Payments are subject to a 5% retention.

RESOLVED: That the information is noted.

f) Fencing at Harrow Meadow

Mr Cooke provided two quotes for the fence across the football pitch. Quote from Gary Keen came in at £3750.00 and a quote from Foord Equestrian Services came in at £1375.00 for like for like quotes.

RESOLVED: That the quote from Foord Equestrian Services is accepted.

g) Safeguarding Policy/DBS Checks

Mrs Laird advised that they have not drafted a safeguarding policy as they were waiting for information from KALC. However, councillors discussed the need for DBS checks for all councillors and clerks.

RESOLVED: That all councillors and clerks are DBS checked.

h) Quarterly Newsletter

Councillors were asked to suggest articles for the next newsletter due out in October. The deadline for articles 9th October 2023.

RESOLVED: That the following articles are included:

Defibrillator training – Mr V Robson

Repair Café – Mrs H Ivaldi

EVH – Mr A Cooke

Meet your new councillor – Mrs J Laird

Speed Watch – Mrs H Ivaldi

Arbour Day review – Mrs J Laird

Eynsford in Bloom – Mrs P Penney

Christmas Lights – Mrs F Haxby

DVCRP – Mr V Robson

i) UK Shared Prosperity Fund

Following our application to the UK Shared Prosperity Fund via Sevenoaks District Council for assets for Eynsford, they have said they are happy to fund the items listed which were, new bike racks, the sign for the new tree acrostic and Christmas lights (but not their running costs). The council can submit invoices retrospectively.

RESOLVED: That the information is noted.

9055 **PLANNING**

a) Report of the Last Planning Committee Meeting

Councillors were asked to approve the report of the Planning Committee meeting held on 7th August & 4th September 2023.

RESOLVED: That the report is approved.

b) Notifications of Planning Consents/Refusal

23/02035/HOUSE	Chanros, Station Road	Granted
23/01823/HOUSE	16 Saddlers Road	Granted
23/01882/FUL	Richard Able Straw Shed	Granted

c) Planning Application 23/02386/HOUSE – 34 Saddlers Park, Eynsford

Plans relating to a single storey rear extension with roof skylights were tabled for discussion.

RESOLVED: That the council offer no objection.

d) Planning Application 23/02517/HOUSE – 23 Pollyhaugh, Eynsford

Plans relating to a roof/ridge alteration with new dormer were tabled for discussion.

RESOLVED: That the council offer no objection.

e) Planning Application 23/02474/HOUSE – 7 Willow Terrace, High Street, Eynsford

Plans relating to the demolition of existing shed and replace with a single storey freestanding conservatory were tabled for discussion. The resident of 7 Willow Terrace, Mr S Roberts was in attendance.

RESOLVED: That the council offer no objection.

9056 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 7th August & 4th September 2023.

RESOLVED: That the report is approved.

b) Security Light – Tree Work

Councillors were asked to consider two quotes to cut back trees obscuring the security light at Castlefield Car Park. Streetlight contractors quoted £165.00 + VAT (including disposal) and Callum Smith quoted £220.00 (including disposal).

RESOLVED: That the streetlight contractors quoted is accepted. That we also ask how much extra they would charge for cutting the trees back across the Parish Council's building

c) Safety of Pedestrians A225

Councillors were asked to set up a meeting with other interested parties regarding possible ways of improving safety for pedestrians travelling south from Eynsford to various attractions, including those using the railway station.

RESOLVED: That a meeting is set up with Mr V Robson, Cllr R Gough, Castle Farm, and DVCRP.

d) Puffin Crossing, Station Road

Councillors were asked to discuss comments from Kent Highways officer about a possible Puffin Crossing at Station Road and to decide whether they wish to fund a pedestrian count and other surveys costing around £1000.00.

RESOLVED: That we ask for a survey and that we ask if DVCRP would be willing to fund this.

e) Darent Valley Community Rail Partnership

Mr Robson reported to the council that the new ticket machines project is running late, they were meant to be ready in November but currently there is no new date for when these will be in operation. It was noted that the new machines would not close ticket offices. From January 4th 2024 travel cards will be stopping. DVCRP are also looking at ideas for pop up shops for the station to help increase usage of the station. DVCRP are trying to shut down the feasibility study for access to London bound platform from that side of the station, Mr Robsons believes we should

push for the feasibility study, he also advised that there is a Southern Green fund for work around the station.

RESOLVED: That the information is noted. That Mr Robson pushes for the feasibility study for the access to the platform for the London bound trains.

At this point, 9:00pm, the meeting was opened up for questions from the public (see Appendix Q). The meeting resumed at 9:15pm.

9057 COMMUNITY

a) Report of the Last Community Committee Meeting

Councillors were asked to approve the report of the Community Committee meeting held on 7th August & 4th September 2023.

RESOLVED: That the report is approved.

b) Police & Crime Report

The Clerk provided details of crime statistics. In June & July 2023 36 crimes were reported as follows:

June

Lullingstone Visitor Centre	1 x ASB
Lullingstone Park	3 x Vehicle Crimes
	1 x bicycle theft
	1 x criminal damage/arson
	2 x other crime
Eynsford Station	1 x violence & sexual offence
Bower Lane	1 x violence & sexual offence
Lullingstone Lane	1 x violence & sexual offence
Riverside	1 x other theft
High Street	1 x ASB
	1 x drugs
	1 x public order
Parsonage Bank	1 x violence & sexual offence
Pollyhaugh	1 x burglary
	1 x violence & sexual offence
Saddlers Park	1 x criminal damage & arson
	1 x violence & sexual offence
High Street	1 x burglary
Mill Lane	2 x violence & Sexual offence
	1 x burglary

July

Lullingstone Visitor Centre	2 x criminal damage & arson
Lullingstone Castle	1 x criminal damage & arson
	1 x other theft
St Martin's Drive	2 x violence & sexual offence
Riverside	1 x ASB
High Street	1 x ASB
	1 x vehicle crime

Pollyhaugh
Mill Lane

1 x violence & sexual offence
2 x violence & sexual offence

RESOLVED: That the information is noted.

c) Eynsford Castle

Councillors were asked to discuss the problems English Heritage are facing find volunteers to open and close Eynsford Castle, and whether there is anything as a Parish Council we could do to help them find some volunteers.

RESOLVED: That an article is published in the newsletter asking for volunteers.

d) Family Fun Day - Takings

Councillors were asked to decide what to do with the profit made from the refreshments from the family fun day. A total of £238.54 was taken on the day, after covering costs we made a profit of £172.09. In previous years, the council has donated the profits to a local group in the village, such as the school garden, or they have just used the profit to reduce what was spent overall on the activities. The council had a budget of £1000.00 for the family fun day, FPC donated £200.00 towards the activities, therefore the council only spent £509.57 on activities for the fun day. All monies from the refreshments have been banked and are under the family fun day budget currently.

RESOLVED: That the profit from the refreshments is donated to the school garden project as a thank you for allowing the council to use the school for these fun days.

e) Donation to Beams

A donation request has been received from We Are Beams which is a local charity based in Hextable that supports disabled children and their families Kent. They currently support families who reside within the parish and these families would directly benefit from the support of the Parish Council. Beamers playscheme provides a wide range of activities during the school holidays, an opportunity for disabled children to take part in activities they would not otherwise have the chance to do and giving the family a few hours respite.

RESOLVED: That a donation of £100 is made.

9058 **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 7th August & 4th September 2023.

RESOLVED: That the report is approved.

b) Wedding at Common Meadow

Councillors were asked to review the information received regarding noise disturbance from the wedding on 27th August. Councillors reviewed the information from Mr Jim Griffiths.

RESOLVED: That we respond to Mr Griffiths to advise that a new policy has been drawn up which will only allow community events to be held at Common Meadow. That we thank Mr Griffiths for his invaluable information and help on this.

c) Draft Policy for Events on Common Meadow

Councillors were asked to comment or approve a draft policy for events at Common Meadow. Councillors agreed that only community events will be allowed at Common Meadow from now on. Subject to a few minor amendments that policy is approved.

RESOLVED: That the policy is approved.

d) Landscaping/Planting at Harrow Meadow

The Green Team had an initial discussion on planning once the football pitch works are complete. They are happy to help with the planting a native hedgerow along the top of the pitch boundary which should take place during winter months. However, they would need to know about budgets and timings. Mr Cooke advised currently there is no budget set for this works, SDC required a proposal and drawings. A discussion was held as to what could be planted and access on how to maintain the planting. It was agreed that a site meeting with Mr Cooke and the Green Team is required.

RESOLVED: That a site meeting with the Green Team and Mr Cooke is arranged.

9059 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 7th August & 4th September 2023.

RESOLVED: That the report is approved.

b) Willow Tree Broken

One of the newly planted willow trees at Common Meadow has been snapped off. Councillors were asked to agree any actions. A long discussion was held as to what could be done, Mr Gee noted that the willow tree may still grow. Currently 3 willow trees were planted and 2 have been snapped off, one of the snapped trees has started to grow back,

REOLVED: That the willow trees are monitored and reviewed in the future.

c) Bench at Viaduct

The bench as the viaduct has been refixed to the ground, but now one of the arms is missing. Councillors discussed options, and suggested that we ask the family if they would mind if the memorial bench is put somewhere else to try and stop the vandalism.

RESOLVED: That we ask Mr Malone if he can fix the arm of the bench, that we ask the family if the bench could be moved somewhere else to stop vandalism.

The meeting ended at 9.45 pm.

Chairperson: 19th October 2023

Minutes of a meeting of the Planning Committee of Eynsford Parish Council held on Monday 4th September 2023 held at Eynsford Parish Office at 7:30 p.m.

Members Present:

Mr A Cooke
Mrs F Haxby
Mrs J Laird
Mr M Richardson
Mr V Robson

Clerk in Attendance:

Mrs H Ivaldi

Others Present

Mr J Gee

Apologies for Absence:

Mr N Rix (Chair of Planning)
Mr M Barker
Mr D Naylor

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

- 1) Declarations of Interest
None
- 2) Planning Application 23/00821/HOUSE – 49 Pollyhaugh, Eynsford
Plans relating to a first-floor side extension with alterations to fenestration had been received. As the deadline was 31st August, the Clerk responded using delegated powers. No objection was made.
Resolved: That the information is noted.
- 3) Planning Application 23/02273/HOUSE – 35 St Martin;s Drive, Eynsford
Plans relating to a proposed dormer at the side with rooflights, sun tunnel and alterations to fenestration were tabled for discussion.
Resolved: That the council offer no objection to the application.
- 4) Tree Work Application 23/02375/WTCA – Darent Lea, High Street, Eynsford
Councillors were informed that an application had been submitted to remove two Robina trees in front of the Baptist Church. The Tree Warden had been informed and said that the trees were dangerous and offered no objections.
Resolved: That the information is noted.
- 5) Planning Application 23/02202/HOUSE – 19-21 Eynsford Rise, Eynsford
Plans relating to a single storey rear extension, new vehicular access and alterations to fenestration were tabled for discussion.
Resolved: That the council offers no objection to the application.

The meeting of the Planning Committee closed at 7.40 p.m.

Minutes of a meeting of the Highways & Transportation Committee of Eynsford Parish Council held on Monday 4th September 2023 held at Eynsford Parish Office at 7:40 p.m.

Members Present:

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

Clerk in Attendance:

Mrs H Ivaldi

Others Present

Mrs P Penney (from 7.45pm)

Apologies for Absence:

Mr N Rix
Mr M Barker
Mr D Naylor

1) Declarations of Interest

None

2) Puffin Crossing, Station Road

Councillors revisited the idea of installing a puffin crossing at Station Road and whether to push for this. A puffin crossing would make it safer for pedestrians, including school children, to cross the road. Kent Highways have suggested that it may be possible, but that external funding would be required. However, they have still to undertake a feasibility study. The request for a crossing is already on the Highways Improvement Plan.

Resolved: That the Clerk contacts Kent Highways to see whether a feasibility study could be carried out to facilitate the installation of a puffin crossing on station road. That possible funding is researched, such as via the Community Rail Partnership, or via Community Infrastructure Levy funding.

The meeting of the Highways & Transportation Committee closed at 7.48 p.m.

Minutes of a meeting of the Open Spaces Committee of Eynsford Parish Council held on Monday 4th September 2023 held at Eynsford Parish Office at 7:48 p.m.

Members Present:

Mr A Cooke (Chair of the Open Spaces Committee)
Mr J Gee
Mrs F Haxby
Mrs J Laird
Mr M Richardson
Mr V Robson

Clerk in Attendance:

Mrs H Ivaldi

Others Present

Mrs P Penney

Apologies for Absence:

Mr N Rix
Mr M Barker
Mr D Naylor

1) Declarations of Interest

None

2) Football Pitch Project Update

Mr Cooke explained that he had received the relevant health and safety documents from the football pitch contractor. He was just awaiting a timeline for the work and invoicing schedule. Mr Cooke also said that there may be more spoil than anticipated by the Agrostis and that the council may need to consider alternative locations for some of it if there is not enough space for it in the strip allocated.

Mr Cooke also noted that the planned pitch is 90m long but that to be FA compliant it needs to be at least 95m, ideally 100m. He was in discussion with the Agrostis and contractor about the possibility of extending it and what any additional costs would be.

Mr Cooke also spoke about the need to fence off the football pitch and strip of land adjoining the farmland. Also, there would be a slope down to the football pitch from the top end, so a barrier was needed for safety reasons. A discussion was held on types of fencing and hedging. An issue was also raised about vehicular access to the allotment hedge for maintenance.

Resolved: That the information is noted.

3) Gate at Common Meadow

Members were told that a request had been received from Millfield to use the gate that is now behind the metal fencing and redundant.

Resolved: That the gate is donated to the Millfield Trust, but that they would be responsible for removing it.

The meeting of the Open Spaces Committee closed at 8.29 p.m.

Minutes of a meeting of the Open Spaces Committee of Eynsford Parish Council held on Monday 4th September 2023 held at Eynsford Parish Office at 8.29 p.m.

Members Present:

Mr A Cooke
Mr J Gee
Mrs F Haxby
Mrs J Laird
Mr M Richardson
Mr V Robson

Clerk in Attendance:

Mrs H Ivaldi

Others Present

Mrs P Penney (left at 8.48pm)

Apologies for Absence:

Mr N Rix
Mr M Barker
Mr D Naylor

In the absence of Mr Barker, Mr Richardson chaired the meeting.

1) Declarations of Interest

None

2) Memorial Bench

Members were informed that a member of the public had requested permission to install a memorial bench in the village. They had a particular connection with Sparepenny Lane.

Resolved: That the enquirer is told that a bench could be installed either at Riverside or on the Crockenhill Lane triangle at their cost. Alternatively they could contact Mssrs Alexander about a bench on Sparepenny Lane or the Woodland Trust about a bench at Nine Hole Wood.

At this point, 8.37pm, the meeting was paused for questions from members of the public. The meeting resumed at 8.46pm.

3) Annual Walkabout

Members were asked to review the annual inspection that had taken place during August and to prioritise and actions.

Resolved: That the following priorities and actions are agreed:

Bus Stop outside Normans – may need cleaning – Low

Bench outside 5 bells – need resealing/coating – Medium

Bus shelter opposite Normans – some roof shingles rotting/missing- Medium

Notice board - village hall drive – some rot – report to EVH trustees

Sleepers on access road – cut back ivy – Low

Castlefield Car Park – cut back foliage – Medium

Castlefield Access Road - repair potholes – High (Get more quotes)

Allotment water trough – adjust ball cock on last trough – Medium

Changing Rooms – various damp issues – High (AC/MR/VR to work together to solve)

Walkling bench at Harrow Meadow – broken slats, but currently out of use – Low

Playground Furniture – Clean moss from ground and clean/revarnish bench – Medium

Harrow Meadow fence – hole in chain link to Bower House – Low
Bench outside Knightsfield – top slat loose – Medium
War memorial fence – front post loose – High (ask GF to fix)
Dog waste bin top of Butchers Lane – needs refixing – High (ask GF to use security screws)
Salt bin Birch Close – split in lid – Low
Bollards Station Road opposite Flinders – one is broken – Medium (report to KHS)
Noticeboard at Ford – Back board need replacing – High
Bench at Riverside opposite Furlongs Road – Seat showing rot, timber loose – High
Riverside Green – grass worn – Low
Riverside parking bollards – one wobbly – Medium
Noticeboard Common Meadow – needs cleaning - Medium

The meeting of the Facilities & Environment Committee closed at 9.14 p.m.

Appendix Q

Public Questions from the Meeting of Eynsford Parish Council, held on Monday 4th September 2023

At 8:37pm, the meeting was opened to questions from the public.

Mrs P Penney asked if the parish council had received any crime numbers from the recent 'ride out' at Riverside on 27th August. Councillors confirmed that they had received no complaints or information from the police about the visit. Crime figures were not normally available until around 6 weeks later.

Mrs Penney also enquired about the ticket office and whether it would be closed. The Clerk said that there had been a consultation about the use and staffing of ticket offices that had now ended, but had received no other information.

Mr Gee asked about the dead pine tree outside Towercroft. He said it needed reporting. The Clerk agreed to progress this.

Mr Gee also said that he had met someone from the Forestry Commission who had licenced the felling at Chalkhurst Woods. Apparently, he was surprised at the extent of the felling.

The public questions ended at 8:46pm.