

# **Minutes of the Meeting of Eynsford Parish Council held on Thursday 17<sup>th</sup> March 2022, at the Olive Seal Hall, Pollyhaugh, Eynsford, at 7.30pm.**

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## **8843 PRESENT**

### Members Present

Mr M Barker  
Mrs S Boyle  
Mr A Cooke  
Mrs W Gee  
Mrs F Haxby  
Mr P Ward

### Others Present

Two members of the public: Mr Baker, Mrs Penney.

### Clerk in Attendance

Mrs H Ivaldi

## **8844 APOLOGIES FOR ABSENCE**

Mr M Richardson, Mr J Gee, Mr R Gough (County Councillor)

## **8845 CHAIR'S REMARKS**

Mr Ward apologised for the change in plans regarding the co-option of a new councillor.

## **8846 CLERK'S COMMENTS**

Mrs Ivaldi reminded councillors that there would be a free family fun day at Eynsford Village Hall on 4<sup>th</sup> April.

## **8847 GOVERNANCE**

### a) Casual Vacancy

Councillors were informed that there were three candidates and that the co-option had been planned for the meeting, but as one of the candidates had tested positive for Covid and because councillors were unable to meet him, the co-option had been postponed.

**RESOLVED:** That if the candidates are available, an EGM is arranged before the committee meeting on 4<sup>th</sup> April for the co-option, otherwise, that the co-option is deferred until the meeting on 21<sup>st</sup> April.

### b) Declarations of Interest

Mr Cooke declared a non-pecuniary interest in item 8848e.

#### c) Minutes of Previous Meeting

The minutes of the last full council meeting held on the 17<sup>th</sup> February 2022 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.

#### d) Finance Notes

The clerk submitted a list of accounts, and a budget report, for February 2022, as per Appendix A. A schedule of payments was also presented.

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

#### e) Outstanding Actions

Mrs Ivaldi had requested two further quotes for installing an air source heat pump and is waiting for an appointment with one of the companies.

Mr Cooke said that no progress had been made on finding an alternative location for an Ethel Darby plaque.

In September the Clerk had been asked to find prices for a solar powered CCTV camera. It was agreed that no action be taken at the moment.

#### f) Annual Parish Meeting

Councillors were reminded that the Annual Parish Meeting would be held on 22<sup>nd</sup> April in the village hall. Chairs and committee chairs were asked to write short reports to read at the meeting.

**RESOLVED:** That short reports are read at the meeting. That wine and nibbles are provided.

#### g) Quarterly Newsletter

Councillors were asked to suggest articles to include in the next newsletter due out in April.

**RESOLVED:** That the following articles are included:

Community Award – Lynda Newton

Post-Covid/Jubilee Event – Ferne Haxby

Village Acrostics – John Gee/Michael Barker

Work at Millfield – Michael Barker

Village Hall Project – Alan Cooke

Eynsford in Bloom -scheme for 2022 – Chris Lewington (tbc)

Family Fun Days – Holly Ivaldi

Green Team report (tbc).

#### h) Future Parish Council Meetings

Councillors were asked to decide whether or not to return to the parish office for meetings.

**RESOLVED:** That halls are booked for another month due to a rise in Covid cases.

i) New Village Hall – Memorandum of Understanding

Councillors were asked to agree a final draft of the memorandum of understanding between the parish council and the village hall trustees about the new village hall project. There was a discussion about various aspects of the memorandum. Mr Ward agreed to revise the agreement based upon the discussions.

**RESOLVED:** That a revised version of the Memorandum of Understanding is brought back to the next meeting.

j) National Salary Award 2021/22

Councillors were informed of a national salary award that would affect the Clerk's salaries if the council accepts it. The new award would mean Mrs Ivaldi's salary would increase from £16.29/hr to £16.58/hr and Mrs Morgan-Wintour's salary would increase from £14.90/hr to £15.16/hr, both to be backdated to April 2021. This would affect the Clerks' budget line by approximately £400 for 2021/22 but will still fall within the budget, and within the budget for 2022/23.

**RESOLVED:** That that the National Salary Award is accepted and backdated to April 2021.

k) Additional Fees for Land Swap

Councillors were asked to approve costs of up to £245 + VAT for Trueplan to produce suitable plans for the proposed land swap at Harrow Meadow.

**RESOLVED:** That the cost of £245 + VAT is approved to come from the Associated Fees budget.

l) Fees for Discharging Planning Conditions for New Village Hall

Councillors were asked to approve fees of £116 for submitting condition reports to Sevenoaks District Council.

**RESOLVED:** That the fees of £116 are approved to be paid from the Village Hall Project Support budget.

m) Fees for Highways Conditions for New Village Hall

Councillors were asked to approve fees of £90 for an application to Kent Highways to confirm land ownership.

**RESOLVED:** That fees of £90 are approved from the Village Hall Project Support budget.

n) Fees for Second Part of Archaeological Work for New Village Hall

Councillors were asked to approve fees of £8649 relating to archaeological investigations required to meet the conditions of the planning application.

**RESOLVED:** That fees of £8649 are approved to come from the Village Hall Project Support budget.

#### o) Parish Council Bank Accounts

Mrs Gee gave an update on the situation regarding opening new bank accounts for the council. There had been various problems with getting in touch with the banks and booking appointments. Mrs Gee recommended trying to set up accounts with other banks which are more flexible.

**Recommended:** That savings accounts are set up with Metrobank, Reliance Bank, Virgin Money and Shawbrook Bank and each savings account to contain no more than £85k.

That the current Co-op account and savings account are maintained with no more than £85k split between them.

Eynsford Parish Council Key official roles are Chairman (Mr Philip Ward), Deputy Chairman (Mrs Sarah Boyle) and Clerk (Mrs Naomi Wintour and Mrs Holly Ivaldi).

That the following three Councillors and two Clerks are authorised to operate the new bank accounts; Mr Philip Ward (Chairman), Mrs Sarah Boyle (Deputy Chairman), Mrs Wendy Gee (Councillor), Mrs Naomi Wintour (Clerk) and Mrs Holly Ivaldi (Clerk).

That the bank signatories are Mr Philip Ward (Chairman), Mrs Sarah Boyle (Deputy Chairman), Mrs Wendy Gee (Councillor), Mrs Naomi Wintour (Clerk) and Mrs Holly Ivaldi (Clerk). That only one signatory is required

At this point, 8.49pm, the meeting opened up to questions from members of the public. The meeting resumed at 8.58pm.

## **8848 PLANNING**

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

Councillors were asked to approve the report of the Planning Committee meeting held on 7<sup>th</sup> March 2022.

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

### b) Notifications of Planning Consents/Refusal

22/00008/FUL– The Bungalow, Park House Farm, Eynsford – REFUSED

### c) Planning Application 22/00522/HOUSE & 22/00523/LBCALT-Willow Cottage, Station Road

Councillors discussed an application for a single storey extension to the rear.

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

### d) Amended Planning Application 22/00290/HOUSE – Applegarth, Priory Lane, Eynsford

Councillors discussed an application for the erection of two storey extensions to both sides and rear of property with canopies to the North East side and front; erection of chimney to the South West side and Juliet balconies to the rear; alterations to fenestration.

**RESOLVED:** That councillors stand by their original comment – that they object to this application as it does not respect the character of the existing building due to its size and bulk, and bearing in mind its location in the AONB and with the Green Belt within the curtilage of the property. This is in accordance with the SDC residential extensions supplementary planning document.

e) Planning Application 22/00541/HOUSE – 4 Birch Close, Eynsford

Councillors discussed an application for the demolition of a single storey garage and conservatory; erection of new double garage and bedroom above; erection of a single storey rear extension.

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

f) Planning Application 22/00594/HOUSE – October Cottage, Station Road

Councillors discussed an application for external alterations to include new doors, windows and white render finish; alterations to front existing wall.

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

**8849    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 7<sup>th</sup> March 2022.

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

**8850    COMMUNITY**

a) Report of the Last Community Committee Meeting

Councillors were asked to approve the report of the Community Committee meeting held on 7<sup>th</sup> March 2022.

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

b) Police/Crime Report

The Clerk provided details of crime statistics for January 2022:  
2 crimes were reported, as follows:

Station Road	1 x Vehicle Crime
Saddlers Park	1 x Bicycle Theft

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

c) Affordable Housing, Eynsford

Councillors were asked to discuss a possible site for affordable housing put forward by Rural Kent and a local landowner. The land in question was the strip behind Castlefield Allotments between Harrow Meadow and Priory Fields.

**RESOLVED:** That further information is sought from Rural Kent about the proposed scheme.

#### d) Social Housing Consultation

Mrs Haxby had looked into the proposed changes to allocation for social housing and set these out for councillors as follows:

##### **Adjustments to the Scheme:**

- Local Connection to Sevenoaks District: Change in the length of required local connection from 6 months to 3 years continuous residency or employment.
- Exceptional Circumstances: People outside the local connection
  - Applicants who need to move into the district to provide or receive significant care/support
  - Risk of violence or harassment (DV)
  - Over 55 years and suitable for housing within older person's housing
  - Travellers and pursue a nomadic lifestyle in line with cultural traditions
  - Eligible for housing delivered on Rural Exception Sites
- Adjustments to Banding:
  - Bandings revised to help ease bottlenecks
  - Prioritise social housing tenants downsizing (freeing up larger homes)
  - Prioritise social housing tenants freeing up purpose wheelchair/adapted homes, releasing housing for waiting applicants
- Increasing Income Caps
  - Without dependent children – Annual income up to £40k
  - With – annual income up to £56k
  - Total capital assets up to £16k
- Accommodation Team / Defining Care Giver
  - Applications from out of area
  - Establishing journey times for care journeys
  - Considered referencing of national applied benefits for care givers

Councillors were unclear as to whether these changes would affect the affordable housing at Knights Field.

**RESOLVED:** That Mrs Haxby responds to the consultation.

#### **8851 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 7<sup>th</sup> March 2022.

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

##### b) Grounds Maintenance Contracts

Councillors were asked to decide how to allocate the grounds maintenance contracts for 2022. Six companies had been invited to bid and three tenders had been received from Landscape Services, GF Garden Maintenance and Eynsford Cricket Club.

**RESOLVED:** That contracts A1, A2 and C are offered to GF Garden Maintenance. That contract B is offered to Eynsford Cricket Club.

**8852 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 7<sup>th</sup> March 2022.

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

The meeting ended at 9.38pm.

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Chairperson: 21<sup>st</sup> April 2022

## **Appendix Q**

### **Public Questions from the Meeting of Eynsford Parish Council, held on Thursday 17<sup>th</sup> March 2022.**

At 8.49pm, the meeting was opened to questions from the public.

Mrs Penney said that vehicles had been driving over the triangle at Crockenhill Lane causing damage. This was partly caused by Thames Water's road closure.

Mrs Penney asked if there had been any progress on the footpath plans with DVLP. Mr Ward said that the council is trying to set up a meeting with them.

Mrs Penney asked about recent dog fouling complaints. Mr Ward said that there were plans to install a bin on Priory Lane.

Mr Baker asked whether the large branch that had fallen down at the recycling layby could be left as a bug/wildlife habitat. He also noted that the remaining tree would need to be checked. The Clerk would report this to Kent Highways.

Mr Cooke noted that there was a sign down at the start of Upper Austin Lodge Road. The Clerk agreed to report this.

The public questions ended at 8.58 pm.