

PENSHURST PARISH COUNCIL

**Agenda for the Annual Parish Assembly to be held on Monday 15 April 2024 at 7.00 pm
in Penshurst Village Hall.**

- 1. Apologies for Absence:**
- 2. The Minutes of the 2023 Annual Parish Meeting to be approved.**
- 3. Chairman's Report: Andy Campbell**
- 4. The Retreat Charity – Penshurst – Reg. No. 211028 – 13 March 2024**

There has been no change in the tenants or members of the Committee of Trustees of the Retreat Charity this year, and both appear to be reasonably contented with their accommodation. The health of one of our tenants has sometimes given rise to concern

Maintenance and repairs.

There has been little expenditure this year although routine maintenance has been regular. A new gardener has been most helpful in tidying the front gardens.

The garden wall has been repaired, although there is still some debate as to the ownership of the grass verge.

Finances

There has been a small increase in rents this year and the charity continues to have a healthy net asset position.

Christine Rose - Hon Secretary.

- 5. Penshurst School Governors' Report**
- 6. Fordcombe School Governors' Report**
- 7. Sevenoaks District Councillor Mr Richard Streatfeild**
- 8. Kent County Councillor Mrs Margot McArthur**
- 9. PC Harry Kemp – Local Beat Officer**
- 10. Neighbourhood Report – Cllr Norman Furnell**

Detailed Agenda for the Meeting of Penshurst Parish Council to be held on 15 April 2024 at 7.45 pm in Penshurst Village Hall.

1. PRESENT:

2. APOLOGIES:

In attendance:

3. Minutes of the Parish Council Meeting held on 5 February 2024, to be approved.

4. Declarations of interests in agenda items:

Cllr Rees: Personal interest in Planning Item SE24/00263/FUL

OPEN SESSION:

Emergency Plan: Report on Meeting held on 21 March 2024?

5. KCCllr Mrs Margot McArthur:

6. SDCllr R Streatfeild:

7. Matters Arising:

(i) **CCTV:** Site meeting held between councillors, supplier and village hall representative regarding final installation options.

(ii) **Play Area Posts:** Update on installation of new posts.

(iii) **Affordable Housing:** Update on survey.

8. PLANNING: Planning Applications:

SE24/00486/FUL: The Old Laundry, Penshurst Road, Penshurst, Kent: Demolition of existing outbuilding and erection of 2 Oak framed

SE24/00263/FUL: Land at Keepers Cottage, Penshurst Road, Penshurst: Demolition of existing cottage; erection of replacement dwelling and outbuilding with associated works. **Amendment to application: Re-consultation for this application required to ensure the consultation period includes the upcoming bank holidays on 29th March and 1st April.**

SE24/00384/HOUSE: King Meadows, Fordcombe Road, Fordcombe: Proposed side extension, rear in-fill extension, alterations to porch, replacement of garage, proposed swimming pool, pool house and associated landscaping.

SE24/00296/HOUSE: Bridge House, Rogues Hill, Penshurst: Replacement of existing single storey rear extension with new raised single storey rear extension, internal alterations, alterations to fenestration, relocation of garage and alterations to landscaping/site levels. **Please Note:** The applicant has now provided an Arboricultural Survey document following comments by the Tree Officer.

SE/24/00277: Gardeners Annexe, Little Chart, Smarts Hill, Penshurst: Single storey extensions and alterations roof including creation of habitable space and insertion of 3no. dormer windows with associated works

SE/24/00180/LDCPR: Land South West Of Bacchus Barn, Grove Road, Penshurst: Improvement of existing private way

24/00208/LDCPR: 4 Pioneer Cottages, Smarts Hill, Penshurst: Erection of 3m single storey extension to project solely beyond original rear wall of house, removal of two existing outbuildings and erection of two outbuildings comprising a potting shed/garden store and Home office with garden room.

24/00173/LBCALT: Hill Corner Cottage, The Lane, Fordcombe: Front door replacement. **Application no longer considered valid:** No existing and proposed plans provided. Two drawings are on file but these are identical and there is no label to say if they are existing or proposed. No block plan proposed showing which external door this application relates to. **Application re-validated.**

23/03470/LBCALT: Springs Cottage, Bullingstone Lane, Penshurst: Replacement of softwood windows and two softwood external doors to the principal building at Springs Cottage. The proposed work does not involve any extension, demolition or alteration of the historic or architectural features of the building. **GRANTED**

23/03475/HOUSE: Silver Birch, The Lane, Fordcombe: Erection of playhouse and decking. New fence/screening. **GRANTED**

23/03652: Land West Of Drummond Hall, Penshurst Road, Penshurst: Variation of Condition 1 (land restoration timescale) of 23/01274/CONVAR related to 21/00195/FUL (Erection of a temporary access road off the B2176 into the curtilage of Drummond Hall, including a temporary compound area.) for the date for the restoration of the land to be amended to 30 June 2024.

Appeals:

APP/G2245/D/23/3329958: Palmers Cottage, The Lane, Fordcombe: Proposed single storey rear extension with rooflight. Appeal to Secretary of State against SDC refusal: **23/00073/RFPLN:** Proposed single storey rear extension with rooflight.

SE/24/00025/CHGADD STREET NAMING & NUMBERING - SECTION 64 TOWN IMPROVEMENTS ACT 1847 **Site:** Penshurst Off Road Cycling Club, Grove Road, Penshurst **New Address** Treetops, Grove Road, Penshurst, TN11 8DU. **UPRN: 050002019006**

9. HIGHWAYS

779936/791879: New Road – Drains blocked with polystyrene and grids covered with growing grass and mud: inspected 9 February 2024. Further report submitted 12 March 2024. Being investigated 13.3.24

734351: Rogues Hill: Gulley scheduled for cleaning under timed programmed time. Investigated 17.7.23

754951: Silcocks-Cleve House: Drains blocked and overflowing – previously reported. Issue investigated as of 3 November, passed to Tunbridge Wells.

755185: Finches, Fordcombe Road: Flooding due to blocked Drain/Gulley. Issue under investigation.

756211: The Lane, Fordcombe: Sinking length of road adjacent to ditch reported plus water leak – marked as not Highways and past to others; further report submitted under reference 759381 providing more detailed information after site visit. Listed as not highways and passed to others for action. Investigated 7.11.23 *Notification received of road closure to complete work.*

753905/754869/758601: Coopers Lane: Flooding from adjacent fields affecting properties along the lane. Issue investigated 3 October, 2, 11, 15 November

746512/762493 : Chafford Lane: Overgrown hedges restricting width for pedestrians using route: Action on the other is currently awaited, passed to enforcement for a S154 process

761226: Oak Field, Smarts Hill: Overgrown hedge. Investigated, updated 27.11.23

762786: Blocked Drains: Blocked with leaves along the corner from the Penshurst Road round the corner resulting in water running down into the High Street. Under Investigation 5.12.2023

770746: Rogues Hill: Drainage and Flooding, Blocked Drain/Gully: Under investigation as of 5.1.2024, drain clearance of run of drains downhill awaited.

781732: Bridge – Gate House/Bottom Rogues Hill: Damaged by car collisions. Confirmation received an inspection would be undertaken, photos appeared only to show superficial damage. Inspected 15.2.24

789182/789751: New Road: Potholes – one centrally in road, others along the line of the hedgerow. Investigated 7.3.24

791387: New Road, Penshurst: Blocked drains causing flooding from Burzes Cottages towards Penshurst.

794670: New Road – Corner towards Fordcombe approximately 50yds from corner. Overhanging branch low enough to hit lorries passing under.

795035: Damaged Sign: Junction near Saints Hill between New Road and Colliersland Bridge – road sign knocked down but monumental stone in situ. **Investigated 7.3.24**

Closure of The Lane: 794731 & 779993 – further update sought of proposed and/or ongoing work.

Openreach - Temporary Road Closure - Poundsbridge Lane, Penshurst - 18th April 2024 for 1 day between 09.30hrs and 15.30hrs: The road will be closed between B2176 Penshurst Road and Honeyfield Cottage. The alternative route is via Poundsbridge Lane, B2176 Penshurst Road, Barden Road, Speldhurst Hill, Poundsbridge and vice versa. Pedestrian access will be maintained during the works. The closure is required for the safety of the public and workforce while works are undertaken by Openreach.

10. Finance/Accounts: The following accounts will be presented for payment together with any others received after preparation of the agenda but prior to the meeting.

Castle Water	Warren Allotments Water Supply Jan – July 2024	£53.96
Complete Weed Control	Fordcombe Weed Treatment Application	£228.00
Sevenoaks District Council	Election Fees 2023	£1,490.17
HMRC	ED Clerk Tax	£141.60

Banking Arrangements: Online applications had been submitted for changes to signatories/authorised on line users for PC to move to online banking, this was being processed.

VAT Reclaim: Application submitted for period October 2023 – March 2024 on 13 March 2024 for £594.13, acknowledged as received under reference 886V-JYP8-XCMW

Medical Centre/Village Hall - Garden seat by Surgery door: Cllr Rees had advised the clerk that the Village Hall Committee would clean the garden seat and carry out any repairs found necessary.

PC Members' Emails: Cllrs Campbell and Howard and the Clerk already listed. ED to provide both her email addresses on the PC website, PC member emails to be via the clerk.

Verge Mowing: Cllr Mrs McArthur had been approached regarding visibility splays and financial support for parishes.

Insurance: Clerk checking current charges and cover available. ED had contacted existing insurers – Gallagher for an estimate of the renewal premium; after consultation with other local clerks Zurich were recommended by a number for service and value. Comparison premium being sought.

Updated PC Policies on Website: Risk Assessment, PC Action Plan, PC Financial Regulations, Management of Burial Grounds, Website, FOI, Equality & Diversity

11. Any Other Business:

Please Note: *This Parish Council Meeting will follow the Annual Parish Assembly, therefore the timing may be subject to alteration.*