Agenda for Penshurst Annual Parish Council Meeting to be held on Tuesday 7 May 2024 at 7.00 pm in Penshurst Village Hall.

1. PRESENT: 2. APOLOGIES: Ms S Jolly In attendance:

3. **ELECTION OF CHAIRMAN/VICE-CHAIRMAN & Representatives:**

Chairman: Nomination/Second/Vote and Signing of Acceptance of Office

Vice-Chairman: Nomination/Second and Vote **Responsible Finance Officer:** Nomination/Vote

Appointment of Representatives:KALC Representatives:

Current officers listed:

Cllrs Horsford and Howard

Village Hall Representatives:

Cllrs Townsend and Howard

Planning Representatives: Whole council,

Cllrs Jolly and Mrs Broad liaise regarding meetings.

Transport/Speedwatch Forum: Cllrs Campbell & Rees, Mr R Sellings (Co-opted resident)

Footpath/ Bridle Path Representative: Cllrs Jolly and Mrs Broad

Allotments: Cllr Campbell

Highways: Whole council: Cllrs Campbell, Horsford and Townsend

Play Area: Cllrs S Jolly and Townsend Alms Houses: Cllrs Gerard-Sharp and Howard

Emergency/Resilience Planning TBA
Becket Trust: Cllr Rees

Gatwick: Cllr Howard (Reports from Charles Lloyd/SDCllr Streatfeild)

Neighbourhood Watch: Cllr Furnell

4. Minutes of Parish Council Meeting held on 15 April 2024, having been circulated, were approved and signed by the Chairman.

Minutes of the Annual Parish Meeting: To be noted.

5. Declarations of interests in agenda items:

OPEN SESSION:

- 6. KCCIIr Mrs Margot McArthur:
- 7. SDCIIr R Streatfeild:
- **8. PC Harry Kemp: Community Events:** PC Kemp had attended Annual refresher training during the month; as well as regular patrol of all Beat areas, attending burglary locations, assisting response teams with High Risk missing people and RTCs, there had been a few key events. PC Kemp had attended Edenbridge Police and Community Together meeting, this brings member of the Town Council, Councillors, partner agencies and community members to discuss any matter within the Town; he was also out on the beat with Edenbridge Community Warden, Kevin, to attend areas of ADB and recent criminal damage. Children Centred Policing Team had the addition of another member PC Harrison who is an incredibly experienced officer with a wealth of knowledge around ASB. He will be working alongside PCSO Darling to provide support and advice to young people and their families.
- 9. Neighbourhood Watch:
- 10. Matters Arising:
- (i) Affordable Housing: Update on available information.
- (ii) **Tree Surgery Penshurst Churchyard:** Tree surgery application submitted to SDC for approval of work.

11. PLANNING: Planning Applications:

24/00797/FUL Land South Of Hallborough, Poundsbridge, Penshurst: Erection of a forestry and wood workers workshop with solar arrays. Hardstanding and landscaping.

24/00941/ADJ: Spire Tunbridge Wells Hospital, Fordcombe Road, Fordcombe: Prior Notification for installation of roof mounted solar array (218 No PV solar panels with a maximum output of 91.56 kWp). **No Objection Raised**

SE24/00486/FUL: The Old Laundry, Penshurst Road, Penshurst, Kent: Demolition of existing outbuilding and erection of 2 Oak framed. Existing Block Plan and Outbuilding Plans received on 8th April 2024

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. REFUSED

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. **REFUSED**

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. **GRANTED 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. **GRANTED**

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

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.

GRANTED

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 provided showing which external door this application relates to. Application re-validated. **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**

Tree Surgery:

24/00697/WTPO: Beech Glade, Doubleton Lane, Penshurst: Removal of 2 dead dangerous trees and general dead wood removal.

24/01164/WTPO: **Beech Glade Doubleton Lane Penshurst:** Works to various trees.

12. HIGHWAYS

799971: Kennards, Leigh: Numerous potholes and delaminating of road surface. 2 reports of damage to cars received, issue reported.

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 3.11.2023.

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 Coopers Lane: Work completed 3.11.2023: **754869/758601**: Flooding from adjacent fields affecting properties along the lane. Further investigations on 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

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 that 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. Work carried out 6 & 7 March.

791387: New Road, Penshurst: Blocked drains causing flooding from Burzes Cottages towards Penshurst. Investigation 12.3.2024

797576: Saints Hill Junction: Pothole on Penshurst approach side.

798224: Grove Road – Junction near footpath access, broken branch overhanging carriageway, considered dangerous. Work completed 4.4.2024

795035: Damaged Sign: Junction near Saints Hill between New Road and Colliersland Bridge – road sign knocked down but monumental stone in situe. Investigated 2.3.24

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

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.

2/2 [ID:7961488]: / 801663 – Roadway Opposite Leicester Square: Water Access Cover/Pothole: Reported to S E Water and Highways for repair.

801957: Spring Hill: Continuous flow of water downhill, possible blocked drain/culverts

- **13. 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:
- (i) **External Audit:** Internal audit completed, papers for external audit prepared for circulation to members prior to meeting. Annual Internal Audit Report, Annual Governance Statement, Accounting Statements to be provided prior to meeting to be received and available for approval.
- (ii) Banking Arrangements: Update on information available regarding online banking.
- (iii) **Insurance**: Clerk forwarded information available to Cllr Howard regarding PC Assets and 2024/25 premium information for reference with regard to PC insurance cover due for renewal at the end of June.
- (iv) Updated PC Policies on Website: Ongoing procedure.
- (v) Play Area: Costs being sought for items available for the play area.

14. Any Other Business:

FURTHER DATES FOR BULK REFUSE COLLECTIONS FOR THE YEAR: 15 JUNE, 14 SEPTEMBER AND 9 NOVEMBER.