

## **Minutes of the Penshurst Parish Council Meeting held on 3 June 2024 at 7.00 pm in Penshurst Village Hall.**

- 1. PRESENT:** Cllrs A Campbell (Chairman); Mrs D Broad, N Furnell, R Gerard-Sharp, J Horsford, R Rees, B Townsend
- 2. APOLOGIES:** Cllr D Howard, Cllr Mrs Margot McArthur, SDCllr R Streatfeild
- 3. Minutes of Parish Council Meeting held on 7 May 2024,** having been circulated were unanimously approved by the members and signed by the Chairman.
- 4. Declarations of interests in agenda items:** None

### **OPEN SESSION:**

**Footpath Bridge:** Chairman reported on recent repairs made by PROW to a bridge across the river which required further attention, Cllr Mrs Broad to liaise with Chairman to provide information for further report to PROW.

**Swaylands:** Members noted the final build for the lake side area had been one large unit.

### **5. KCCllr Mrs Margot McArthur:**

Information forwarded by ED regarding initial reports on Spring Hill water leaks – June 2021 (579442) – December 2021 (595880) drains blocked by roots and gullies jammed, noted as cleared April 2022. Further issues reported to Highways and Water Company periodically plus during winter 2023/24 due to iced roads. Reported again 801957 April 2024. Cllr McArthur advised that the new Highways Engineers had investigated the water leak on Spring Hill and it appeared to be related to BT ducting, further information awaited. Detailed information provided by KCCllr Mrs McArthur covering outstanding repairs, ED checking against historical list held by PC.

### **6. PC Harry Kemp: No report**

**7. Neighbourhood Watch:** Cllr Furnell had circulated information to members regarding two incidents in Edenbridge on the 2 & 5 May resulting in arrests together with information relating to other local issues.

### **8. Matters Arising:**

**(i) Affordable Housing:** Current information forwarded to both parish magazines for inclusion. The Chairman advised that Rural Housing were discussing Heads of Terms with Penshurst Place, Cllrs Mrs Broad and Furnell to liaise with clerk regarding information for respective village magazines.

**(ii) Tree Surgery – Penshurst Churchyard:** Confirmation of no objections to the work submitted via Planning Department provided 3 June, ED had forwarded to Estate and Contractor. **Fordcombe Churchyard:** Tree Surgeon contacted to provide full report on trees, provisional date provided of 14 June 2024 at 10 – 10.30 am to inspect area.

**(iii) Speeding:** Clerk had forwarded another updated HIP form to KCC Highways on 14 May, speeding issue in Fordcombe listed as top priority, request for SID device submitted.

**Speedwatch Equipment:** In view of the fact that the costs for the recent purchases of play equipment and CCTV provision had been met by grants and CIL funds members discussed the provision of a SID unit for Fordcombe in view of the Kent Highways confirmation that the site was of concern in relation to speeding. ED to check with KCC Highways that they would permit the provision of a unit, what types were available and the cost of supply, installation and any running costs of the units considered acceptable.

### **9. PLANNING: Planning Applications:**

**24/01156/FUL: The Barns at Chafford Park Farm, Chafford Lane, Fordcombe:** Conversion of barn to single dwelling with ancillary garage and gym building and external seating area. Demolition of additional barn and stable. Extension to existing track and car parking with associated landscaping works.

**24/01268/LBCALT: Old Swaylands, Poundsbridge Lane, Poundsbridge, Penshurst: Removal of staircase. New staircase:** Removal of concrete pillars and timber beams. Amend the positioning of internal walls and doors. Removal of first floor ceiling to the link building.

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

**24/00486/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. **REFUSED**

**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.

**24/01210/HOUSE: Watermill Oast, Salmans Lane, Penshurst:** 3 new velux's. 2 new windows with alterations to fenestration.

#### **Appeals:**

**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:**

**24/01273/WTPO: 8 Latymers, Penshurst.** Ash - Fell to ground level.

**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.

**24/01134/WTCA: Churchyard, Penshurst:** Penshurst Parish Council: Various works to trees.

**No objections received.**

**24/01187/WTPO: Alderwood House, Penshurst Road, Penshurst:** T1: Spruce & T2: Birch - Fell

## **10. HIGHWAYS**

**799971: Kennards, Leigh:** Numerous potholes and delaminating of road surface. 2 reports of damage to cars received, issue reported. Work scheduled 10.4.24

**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. Gulley scheduled to be cleaned 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 on 754869 completed 3.11.2023: **758601:** Flooding from adjacent fields affecting properties along the lane. Further investigations on 15 November, works being programmed – Completion target 31.8.24.

**746512/762493 : Chafford Lane:** (Work on 746512 done 19.9.23) Overgrown hedges restricting width for pedestrians using route: Action on the other initiated 4.12.23, passed to enforcement for a S154 process

**762786/798778: Blocked Drains:** Blocked with leaves along the corner from the Penshurst Road round the corner resulting in water running down into the High Street. Scheduled for clean 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. (Previously reported under 734351 – 17.7.23)

**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. Issue closed; no further work required.

**789182/789751 & 805070/807029: New Road: Potholes** – one centrally in road, others along the line of the hedgerow. Work carried out 6 & 7 March to first two reports, others scheduled May/June 2024.

**791387: New Road, Penshurst:** Blocked drains causing flooding from Burzes Cottages towards Penshurst. Investigation 12.3.2024. (Previously reported under 779936 – gully scheduled for cleaning 9.2.24/791879 – investigated and customer advised)

**797576: Saints Hill Junction:** Pothole on Penshurst approach side, Work completed 2.4.2024.

**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 situ. Investigated 2.3.24

**Closure of The Lane: 794731** (Work completed 20.3.24) **& 779993** – further update sought of proposed and/or ongoing work. Under investigation 9.2.24.

**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. **Reported to S E Water** and Highways for repair. **Reported again 15.5.24: New Ref: 3002 5084 253794.**

**CHAFFORD LANE, FORDCOMBE (Surface Dressing):** 23/07/2024 – 31/07/2024

Road closed between Fordcombe Road and Bradley Road. A diversion will be in place via B2188 Spring Hill, Sandfield Road and Walters Green Road 07:00 – 19:00 Weekdays.

**801957: Spring Hill:** Continuous flow of water downhill, possible blocked drain/culverts. Under investigation 18.4.24. Previous reports: 794607/779993/749311 October 2023 Blocked Drains.

**804865: Opposite Leicester Square:** Road route sign turned round – noted on system as rectified, reported again as no work had been carried out **807110. Signage Rectified 16.5.2024**

**805051: Penshurst Road:** Roadwork hole left with signage in situ since February. **Work completed 3.5.24**

**Openreach - Temporary Road Closure - Coopers Lane, Penshurst - 25th June 2024 for 1 day between 09.30hrs and 15.30hrs:** The road will be closed for the entire length, alternative route via Poundsbridge Hill 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. For the most up to date information on these works please visit: <https://one.network/?tm=138207228>

**11. Finance/Accounts:** The following accounts were presented for payment and unanimously approved by the members for payment.

Gallagher Insurance	Annual Premium	£1032.49
KSS Air Ambulance Charity	Grant S.137	£350.00
Oast & Oak	Churchyards - Maintenance Mowing March – May 2024	£1294.23
Penshurst Place	Allotment Charge	£7.50
Blackhawk Security	CCTV Final Payment	£1250.85
Penshurst Village Hall	Hire Fee	£12.00

**a) Annual External Audit:** Information regarding AGAR documentation for annual external audit forwarded via email to Mazars for inspection, all documentation placed on website in accordance with access requirements for dates as provided.

**Internal Audit:** The clerk reported on the sudden sad death of Mrs Julie Wheelwright who conducted the PC internal audits. ED had been contacted by Mrs Wheelwrights 'Alternate' – this being the qualified firm of accountants appointed to continue the running of her practice in the event of her death or incapacity, a requirement of her position as a sole principal. The company had worked with her for over 35 years and were aware of the aspects of the work she dealt with for the PC. They offered their services to continue the work required by the PC but advised that there was no obligation for members to continue working with them. They had dealt with current PAYE in the meantime to assist and ED had been

offered a meeting with them on the 4 June to discuss any options the PC wished to go forward with. After discussion members agreed that the PC remain with the company if costs were acceptable for the service.

**(b) Insurance:** Information provided for insurance company for premium quotation to check current costs.

**(c) Updated PC Policies on Website:** Ongoing procedure.

**(d) Play Area:** ED attended site meeting with supplier's representative to check area for suitability of items chosen. Confirmed as suitable for installation, order placed and work scheduled for June 2024. Notification of transfer of £4000 grant received in support of play equipment.

**(e) Community Infrastructure Levy:** Clerk confirmed she had submitted information to SDC for annual report regarding use of funds provided towards major play area item in 2023 and CCTV order placed early 2024, information was now available on the PC Website. A total of £7619.03 had been claimed which covered £3047.62 allocated under B payments and £4571.41 under A payments.

**(f) Lloyds Bank:** Information received regarding changing interest rates and balance tiers on account, Cllr Howard to be asked to check various options for accounts available to suit the funds held by the PC.

## **12. Any Other Business:**

- a. **House of Commons Letter – Local Rail Service to Gatwick:** Cllr Furnell raised the issue to gauge interest in such a service, members felt this could be a popular idea with parishioners.
- b. **795035 – Damaged Sign:** ED to chase Kent Highways regard outstanding repairs.
- c. **Verge Cutting:** Cllr Furnell reported on a complaint by a parishioner regarding the poor cut provided along the right-hand side of the road running from the Leicester Square area, over the two bridges to the beginning of Rogues Hill, ED to check.
- d. **Fly Tipping:** ED to report rubbish sacks left at bus stop on New Road. (Reported under Ref: FT4950). ***Email confirmation received from SDC that fly tip items had been removed upon receipt of request.***
- e. **Play Area Posts:** Cllr Horsford reported that there was a further post might need replacing on the perimeter fencing, ED to report to PC contractor.
- f. **Compulsory Purchase of Land for Rural Exception Sites:** Recent details circulated regarding this in connection with the Localism Bill were noted.
- g. **Smarts Hill Water Leak:** It was understood this was due to the water mains in the inspection pit area.

**Meeting concluded 8.20 pm**

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

# **PENSHURST PARISH COUNCIL BULK FREIGHTER**

**SATURDAY 15 JUNE 2024**

**THE LAYBY OPPOSITE PENSHURST PLACE  
BETWEEN 8.30 AND 9.00 AM**

**THE LAYBY AT FORDCOMBE VILLAGE HALL  
FROM 9.15 – 9.45 AM**

We regret that we cannot accept fridges, freezers, cookers, cast iron boilers or baths, long metal poles, building materials, manure, No parts of engines or vehicles or hazardous waste.

Hazardous waste now includes items like fluorescent tubes, TV's & computer monitors, batteries, oil tins and filters, paint and paint tins and chemical containers. These items cannot be accepted on the Saturday Freighter service and must be taken to your nearest Household Waste Recycling Centre.

Compostable garden waste cannot be accepted. SDC operate a separate, fortnightly Garden Waste

Collection Service. Paper SDC garden waste sacks or a wheeled bin and an annual permit can be purchased for a small charge.

**FURTHER DATES FOR THE YEAR:**

**14 SEPTEMBER & 9 NOVEMBER**

