

# WALTHAM ST LAWRENCE PARISH COUNCIL

## **Minutes of the Annual Meeting of Waltham St Lawrence Parish Council on Tuesday 6 May 2014 in the Neville Hall at 7.00pm**

Present: Clive Scott-Hopkins (Chairman)  
John Birkett (Vice Chairman)  
Sandy Quinn  
Stuart Craig  
Katie Sarsfield  
Sally Burtenshaw (Clerk)

In attendance: RFO Hilda Holder + 5 members of the public

### ACTION

#### *Election of Officers:*

The Clerk asked for nominations for Chairman. John Birkett nominated Clive Scott-Hopkins which was seconded by Sandy Quinn and this was unanimously agreed. He accepted the position but stated for the last time. There were no other nominations

The Chairman nominated John Birkett to be Vice Chairman which was seconded by Stuart Craig and this was unanimously agreed. He accepted the position.

#### *Public Question Time:*

Mario Lisle advised that the footpath outside Paradise Farm on the corner of Broadmoor Road/Twyford Road is very overgrown and dangerous for anyone using the footpath + the fence is beginning to collapse. The Vice Chairman advised that he speak to Streetcare to get the hedge cut back and the Chairman advised that he would call into Paradise Farm to speak to the owners to ask if they could repair their fence

CHAIRMAN &  
VICE CHAIRMAN

FC 1/05/2014 Apologies: Received from Jenny Baish & Martin Hayes

FC 2/05/2014 Minutes:  
The minutes of a meeting held on 8 April and the APM minutes held on 22 April were both approved by the Council and signed by the Chairman

FC 3/05/2014 Matters Arising from the Minutes:  
Katie Sarsfield advised that further information had come through relating to the AED and needed to be e mailed to the other councillors called 'Community Heartbeat'. It was agreed that due to some opposition from local residents that a final decision had to be made, the Councillors voted unanimously to obtain the box and to have it installed in the old telephone box in The Street in Waltham St Lawrence. Delivery time should be 2 – 4 weeks on receipt of order. The Clerk will contact Zurich to advise of the purchase so that this can be added to the annual premium for the correct total value of £2,000  
Stuart Craig asked the Clerk why no copies of the Allotment

CLERK

documents were available. The Clerk advised that she did not minute that conversation and was unaware that the documents were required. She will contact Colemans to get copies before the next meeting

CLERK

FC/4/05/2014 Finance:  
Both the balance sheet for year ended 31/03/2014 and the annual internal audit return for year ended 31 March 2014 were presented by the RFO Hilda Holder. These were approved and then signed by the Chairman. The RFO was advised that agenda point 4 should be added into the document

FC 5/05/2014 Travellers update:  
There is nothing further to report. The Chairman advised that the oral hearing will be on the 24 June but that no date will be set for the judicial review until the outcome of the hearing is known

FC 6a/05/2014 Planning Applications:  
14/01086: Tormaline, Shurlock Row  
The Parish Council had no objection to this application. They would however point out that the tree condition needs to be adhered to even though it has now expired

14/01115: Long Meadow, Shurlock Row  
The Parish Council had no objection to this application subject to it not being used as a separate dwelling

14/01234: 3 Bears Copse Cottages, West End  
The Parish Council objected to this application on grounds of GB4

14/01105: Land adjacent to Dovercote, West End  
The Parish Council commented on the access only part of the application and had no objection

14/01277: Fitzroy House, Waltham St Lawrence  
The Parish Council had no objection to this application

14/01317: Holly Cottage, Waltham St Lawrence  
The Parish Council objected to this application on grounds of GB4

FC 6b/05/2014 Trees in a Conservation Area:  
14/00966: Exton House, Shurlock Row  
The Parish Council made no comment on this application as it was noted that the RBWM had already made a decision of no objection

FC 6c/05/2014 Plans that have arrived in the last couple of days:  
14/01113: Bears Copse Barn, West End  
The Clerk pointed out that no paperwork had been received for this application

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The Parish Council objects to this application on these grounds :

- Change of use to B1 Business Use comprising 'light industry, office use and research and development' appears to be in direct conflict with the Appeal Decisions of 5.3.12 which clearly state twice (39.1) and (41.1) that: " the building hereby permitted shall be used for no other purposes than uses associated with agriculture". This is further strengthened (39.2) by reference to the need to mark by way of landscaping: " the boundary between the agricultural land and the residential curtilage" by means of a condition (and failure to comply requiring "the building hereby permitted shall be demolished").
- It is stated in para 5 "that the barn was built primarily for the storage of hay" yet the hardstanding outside the barn is used for storage of a great many bales in black plastic sheeting. As the enforcement notice relating to "storage and maintenance of racing cars" was upheld (Appeal B) it is difficult to see how a 'light industrial' use could be acceptable if unconnected with agriculture.
- If change of use was permitted the agricultural justification fails and the "openness of the Green Belt and protecting the Countryside Character" (emerging Local Plan ) is compromised by substituting commercial and/or industrial activities which it would be difficult to control. Also, there could be pressure to accept a replacement agricultural building. It also lies within the flood zone

If the Borough are minded to approve this application we would wish it to be called to Panel

FC 6d/05/2014 Other Planning Matters:  
Nothing to report

FC 6e/05/2014 Enforcement Notices & Appeals:  
Nothing to report

FC 7/05/2014 Finance:  
The cheques issued in April were agreed and signed by the Chairman

FC 8/05/2014 Neighbourhood Plan update:  
Nothing to report

FC 9/05/2014 Reports from Representatives:

- Sandy Quinn advised that there are a lot of trees and hedges blocking footpaths and that in general they are all massively overgrown. Despite speaking to the RBWM on numerous occasions very little is being done. The Chairman suggested that she contacted the Ramblers

and in particular Mrs Bowdery to ask for her to assist with RBWM.

SANDY QUINN

- The horse walkway off the Twyford Road is still in a poor state, the RBWM are not being forthcoming. It was suggested that the Parish buy some reflectors to place on the uprights and to tell RBWM if they won't take action
- Stuart Craig confirmed that the newts survey was now underway and until this is concluded works cannot be carried out to the culverts. Another culvert has been identified for clearing this is opposite Paradise Cottages
- The Vice Chairman requested that the replacement of a wooden bench at the Neville Close triangle be discussed at the June meeting
- The Vice Chairman advised that he had received a letter from the Haines Hill Estate relating to grass seeding the playing field at the top of Milley Road. They have requested that we re-seed this parcel of land which belongs to them and they will reimburse the Parish Council. ANB Groundcare will be instructed to carry out the work
- The Chairman stated that the condition of Brook Lane is very bad and needs to be resurfaced. Martin Hayes to action

SANDY QUINN

CLERK & VICE  
CHAIRMAN

VICE CHAIRMAN

MARTIN HAYES

FC 10/05/2014 Correspondence:

- E mail from Gillian Ball – contents noted. The Clerk will obtain copies of the Title Deeds for the allotments so that this matter can finally be dealt with to all parties satisfaction
- E mail from Sevenoaks Town Council asking for the Parish Council's support in a proposal to get the government to take the necessary action to allow a percentage of Business Rates to be paid direct to Town/Parish Councils for the benefit of local economic growth. It was unanimously agreed to support this. The Clerk will respond
- The burial ground rules & regulations will be dealt with at next month's meeting due to the absence of Jenny Baish
- The Risk Register will also be adopted at the June meeting – Katie Sarsfield to report then

CLERK

CLERK

JENNY BAISH

KATIE  
SARSFIELD

FC 11/05/2014 A.O.B.

It was noted that one of the houses on Broadmoor Road was flooded again – pressure must be applied to brewery that own The Star as their culvert needs to be cleared out urgently

STUART CRAIG

FC 12/05/2014 Date of Next Site Visits:  
Saturday 31 May at 9:30am at Neville Hall

FC 13/05/2013 Next meeting: 13 June 2014 at 7.00pm in the Neville Hall

Meeting closed at 20:50 & the Confidential meeting commenced