

**HADLOW PARISH COUNCIL  
PLANNING & ENVIRONMENT COMMITTEE  
Minutes of the Meeting of Tuesday 22 October 2013**

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**Present:** Cllrs D Carey (Chairman), E Bright, Mrs L Bright, N Collins, D Hammond, Mrs J Massy, R Morley

**In attendance:** Melanie Stepkowski (Parish Clerk),

		<b>Action</b>
<b>2852</b>	<b>Apologies For Absence:</b> None.	
<b>2853</b>	<b>Minutes of the Meeting of Tuesday 24 September 2013</b> These were confirmed and signed as a correct record. Proposed Cllr Carey, Seconded Cllr Bright and carried unanimously.	
<b>2854</b>	<b>Declarations Of Interest:</b> None.	
<b>2855</b>	<b>Matters Arising from the Minutes of 27 August 2013:</b> None.	
<b>2856</b>	<p><b>New Applications</b></p> <ul style="list-style-type: none"> <li>• <b>TM/13/02737/TPOC</b> - Holm Oak – Reduce overall canopy by 20-30% back to previous pruning points, maintain large tree in close proximity to house. Glade House, 4 Hadlow Park, Hadlow, TN11 0HZ <b>HPC Agreed.</b></li> <li>• <b>TM/13/02693/FL</b> - Single storey side extension. 1 Boormans Farm Oast, Court Lane, Hadlow, TN11 0JT <b>HPC Agreed.</b></li> <li>• <b>TM/13/02729/FL</b> - Front porch, single storey side extension and two storey rear extension plus associated landscaping with new vehicular access to both cottages. 1 &amp; 2 New Cottages, Puttenden Road, Shipbourne, TN11 9QY <b>HPC Agreed but concerned about the character of the building being lost.</b></li> <li>• <b>TM/13/01709/LB</b> - Installation of log burner and flue. Bourne Grange Oast West, Tonbridge Road, Hadlow, TN11 0DZ <b>HPC Agreed.</b></li> <li>• <b>TM/13/02904/FL</b> - Erection of a covered walkway link. Leavers Farm, Stanford Lane, Hadlow, TN11 0JN <b>HPC Agreed.</b></li> <li>• <b>TM/13/02698/FL</b> - Demolition of redundant &amp; dilapidated single garage and replacement with a one bedroom bungalow annex for use as ancillary accommodation to existing Easterfield Bungalow. Easterfield Bungalow, Three Elm Lane, Golden Green, TN11 0BA <b>HPC Objected to the separate residence being established on this site.</b></li> </ul>	

<b>2857</b>	<b>Planning Application Results</b> Results were noted.	
<b>2858</b>	<b>TMBC Area Planning Committees &amp; List Bs</b> List B – noted.	
<b>2859</b>	<b>KCC Highways</b> (i) West Kent Wheels 2 Work Scheme – Noted. (ii) Highways Survey – The draft response completed by Cllr Collins and the Parish Clerk had been previously emailed to members. The draft survey was accepted as the final draft to be sent back to KCC.	Clerk
<b>2860</b>	<b>Christmas Lights</b> It was noted that full Council had approved the completion of the TMBC Capital Christmas Display Grant via email. Therefore in addition to the lights approved by full Council at its meeting of 08 July 2013, two additional lights which were previously to be leased would now be purchased provided the full grant was received.	
<b>2861</b>	<b>TMBC Local Plan Review</b> Cllr’s Mr & Mrs Bright had attended the Borough meeting to discuss the Local Plan in September and Parish Councillors had been provided with the presentation. It was agreed that a meeting with the TMBC Planning Policy team would be beneficial and provide the Parish with an opportunity to positively contribute to the plan. The Chairman would inform full Council of the meeting in order that all Councillors had an opportunity to be involved in the meeting; to date Cllrs Mr & Mrs Bright, Mrs Massy and N Collins had expressed an interest in attending the discussions and Wednesday 20 <sup>th</sup> or 27 <sup>th</sup> November were proposed.	
<b>2862</b>	<b>Non Planning Issues</b>  <ul style="list-style-type: none"> <li>• <u>Williams Field – General Matters</u> (i) CCTV: It was agreed that the CCTV in the Village Hall should be re-housed in a more secure structure. (ii) Cllr Morley reported that someone was using the field to run a horse and trap; the member of the public had been addressed and asked not to do so as it was not a bridle path. (iii) Bench Seat: The Clerk had removed a bench seat which was no longer fixed to the ground from the front of the Village Hall and placed it within the hall for safe keeping.</li> <li>• <u>Hy-Arts Centre &amp; Village Hall – Update</u> Cllr Carey had been unaware of the last meeting as the invite had been sent to the incorrect email address; therefore he could not report any action. However it was noted that Sure Start had commenced its programme at the Hy-Arts on a Monday morning whereas in the past it had held this session at the Old School Hall. The Parish Offices would assist in publicising the change of venue. The Council contribution towards the new bow top rail fence behind the Hy-Arts Centre was a Finance &amp; General Purposes Committee matter.</li> </ul>	Clerk

- Skate Park

Cllr Mrs Bright had assisted the Parish Office with the organisation of the Wheeled Sports Facility opening which was due to be Saturday 9 November at 10am. The Mayor of Tonbridge & Malling (Howard Rogers) would open the area and everyone involved with the project including all those that had so far donated had been invited. FooArage would be holding a skate board design stall, supply goodie bags and much more; (there was a small fee of £250.00 for their services which members approved) teas & cakes would be available within the Hy-Arts Centre and run by the Youth Club. Members acknowledged and thanked Cllr Mrs Bright for her work on the project.

- Allotments

The parish office had contacted Warners Solicitors to request a copy of the Allotment Title Deed to ensure there were no Covenants before members could consider the way forward with regards to the small piece of land by the shed; a response from the solicitors was still awaited.

- Signpost Field

The minor maintenance work required on play equipment reported by ROSPA at both Signpost Field and Williams Field had commenced.

- Cemetery & Proposed Extension

Await progress report and costs from Parish Council solicitor.

- Old School Hall

Reports that the car park lights had not been working at night had been addressed and resolved.

- Preschool

A meeting to discuss the long term future of the preschool and to sign the yearly Memorandum Agreement was still to be finalised with college senior management.

With regards to the issue of no hot water, preschool staff had verbally confirmed to the parish office that the college were dealing with the matter.

- St Mary's Churchyard

There had been a Hop Pickers Memorial Service which had been well attended. A plaque had been installed by the Memorial with no maintenance implication to the Parish Council.

- Footpaths

The land owner of the Gold Mill was in contact with KCC and PROW with regards to the path by the river. Noted.

- KCC Library – Community Asset

Firstly it was noted that a survey flyer would be sent out with the Parish Newsletter in November for residents to provide their comments with regards to the future use and requirements of the Hadlow library; this was being organised by a small group of residents.

Secondly the Parish Council had previously confirmed it did not wish to

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take over the responsibility of the library service within Hadlow; however it was felt prudent to recommend the Community Right to Bid programme to full Council:

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## **COMMUNITY RIGHT TO BID GUIDANCE NOTES**

### **What is the Community Right to Bid?**

The Community right to bid applies to assets of community value. The community right to bid provides communities with a window of opportunity to explore a community option to run or acquire the asset prior to any proposal for its disposal or change of use.

The first step is for a community group to apply to have the asset included on the formal register of assets of community value held by the Borough Council. Assets of community value might include the local pub, well used open spaces, village shop, community centre, or library building. The Council is obliged to place an asset on the list if it lies within the borough boundaries and where it agrees with the applicant that the asset has real community value.

Residential property including any adjoining gardens or land, registered caravan sites and operational land used by utility companies cannot be registered. However commercial premises with some residential accommodation can be registered.

### **Who can make a nomination?**

A community nomination can be made by a parish council or a voluntary or community body with a local connection. For groups that are not fully constituted, an application to include an asset on the register can be made provided they can demonstrate that they have at least 21 members resident within the local area.

### **How is a nomination made?**

The Borough Council has produced an online form for applicants to use to nominate a community asset. The applicant must fill out all relevant parts of the form and also supply supporting material which the form requests. An application with incomplete information will not be processed until all information has been made available. A separate form should be filled out for each asset nominated.

### **How is a decision made?**

If your application form is complete, the Council will review your submission and come to its own view on the extent to which the nominated asset meets the criteria concerning its value to the local community, as set out in the Regulations. If it agrees with the applicant, the asset will be added to the register and land owners and other relevant parties will be formally notified. If it does not accept the application, the applicant will be informed of the reasons for this. The asset will be added to a register held by the Council for nominations which have been received but not accepted.

### **Owner's Right of Appeal**

If the Council agrees that the asset should be included on the register, the owner of that land has a right to request an internal review of the decision within 8 weeks of the date of the decision being made. In the interim, the asset is kept on the register. The Council's Chief Executive will undertake that review. The owner has the right to make representations to the Council either orally or in writing. If the owner is not satisfied with the outcome of that review, they can appeal to an independent Tribunal within 28 days of

	<p>the decision made at the first appeal. Owners need to make the appeal to the following:  Tribunal Clerk  Community Right to Appeal  HM Courts and Tribunals  First Tier Tribunal (General Regulatory Chamber) PO Box 9300  Leicester LE1 8DJ</p> <p><b><u>What happens if an entry is made on the register?</u></b></p> <p>If no appeal is submitted or following any appeal, the asset remains on the register, the owner must first notify the council in writing of any intention to seek to dispose of the land. Subject to certain exceptions (such as a disposal by way of gift, will/intestacy or between family members), there will then be a moratorium during which the land cannot be disposed of. Initially, there will be an interim moratorium lasting 6 weeks. During the interim moratorium, a community interest group can request to the Council in writing that they be considered as a potential bidder in relation to the land.</p> <p>If a request is received during the interim moratorium, there will be a full moratorium lasting 6 months. This period is intended to allow the community interest group to develop proposals and seek to raise capital to purchase the land.</p> <p>If no request is received within the interim period, the land can be disposed of.</p> <p>Should the community interest group fail to develop proposals or raise sufficient capital once the full moratorium has expired, the landowner has a protected period within which they may dispose of the land. The protected period lasts for 18 months from the date the Council receives the request.</p>	
2863	<b>Correspondence For Consideration and Response:</b> None.	
2864	<b>Questions From Members/Any Other Business:</b> None.	
	<p><b>There being no further business the meeting closed at 21.00</b>  <b>Date of next meeting: Tuesday 26 November 2013 at 7.30pm, Old School Hall.</b></p> <p><b>Signed .....</b> <b>Date.....</b></p>	