

## HADLOW PARISH COUNCIL

Minutes of the meeting of Planning & Environment Committee duly convened and held on  
Tuesday 28 September 2021 at 7.30pm

---

**Present:** Cllrs M Harvey (Chairperson), E Bright, D Carey, N Collins, J Massy, R Morley  
**Also in attendance:** M Stepkowski (Parish Clerk – Minute Taker)

---

**3569 To receive apologies, reasons, and approval of absences**

Apologies approved: Councillor J Newman.

**3570 To receive declarations of interests**

Cllr Massy as employee of St Mary's declared an interest regarding to item 8f) Grounds Maintenance.

**3571 To approve Minutes of meeting held on 27 July and 24 August 2021**

**RESOLVED** to approve Minutes of 27 July 2021. Proposed Cllr Harvey, seconded Cllr Collins and carried.

**RESOLVED** to approve Minutes of 24 August 2021. Proposed Cllr Harvey, seconded Cllr E Bright and carried.

**3572 To receive an update on progress of resolutions from the last meeting 30 March not on the current agenda.**

None.

**3573 New applications, amended applications and plans for comment (List 'B's)**

- **TM/21/02105/LDP** - Installation of a dropped kerb and use of rear garden as a driveway. 19 The Paddock Hadlow Tonbridge Kent TN11 0HF.  
**HPC Agreed.**
- **TM/21/02356/TNCA** - Conifer - Reduce in height to approximately 6-7ft. Cut back face on all aspects. Sunburst honey locust lapsed pollard -Carry out 20% proportional width reduction. Reduce in height and width by approximately 1.5-2.5m. Carry out formative pruning to improve internal structure of crown reducing deadwood, crossing, and rubbing branches where appropriate. The Masters House, The Maltings Carpenters Lane Hadlow Tonbridge Kent TN11 0DQ.  
**HPC Agreed.**
- **TM/21/02208/FL** - Conversion of existing Coach House into living accommodation . Cobblestones Church Street Hadlow Tonbridge Kent TN11 0DB.  
**HPC Agreed.**

- **TM/21/02179/LB** - New greenhouse, pergola, boundary wall replacement with additional timber trellis and relocation and replacement of front entrance gates. This is along with subsequent general landscape works. Church Place Church Street Hadlow Tonbridge Kent TN11 0DB.  
**HPC Agreed.**
- **TM/21/02178/FL** - New greenhouse, pergola, boundary wall replacement with additional timber trellis and relocation and replacement of front entrance gates. This is along with subsequent general landscape works. Church Place Church Street Hadlow Tonbridge Kent TN11 0DB.  
**HPC Agreed.**
- **TM/21/02142/FL** - Two storey rear extension, replace conservatory, demolish two garages and replace one at rear. Hope Meadow Carpenters Lane Hadlow Tonbridge Kent TN11 0EX.  
**HPC Agreed.**

**3574 Planning applications: results (List D's), out of area/comment & planning enforcements**

**Dandara development** – Court Lane. Concerns raised by several residents over the recent removal of a large group of trees and other pre-planning application works had been acknowledged by Committee. Cllr Carey had been investigating reports and confirmed both the TMBC Planning Enforcement department and the Forestry Commission had been notified of recent events on the land. The Forestry Commission after receiving clear details of both the location and quantity of trees removed had notified Cllr Carey in an email that “no action was possible”. Members would continue to monitor the situation. The memorial plaque on one of the cut trees relating to an ex-student of the Hadlow College who had sadly died would be held in the parish office until a suitable relocation of the plaque could be found.

**TM/21/01976/OA and TM/21/01977/OA** – land adjacent to Maidstone Road. An additional large wheel caravan was now on site in addition to the first two caravans. Clerk asked to update TMBC Planning Enforcement.

List D's noted.

**3575 TMBC & KCC matters:**

**KCC Household Waste Recycling Centres Consultation** – Clerk asked to write to KCC Consultation team endorsing KCC Cllr Sarah Hudson's view that the consultation was biased towards the booking system and that the consultation should be reviewed and sent back out to the public. Although the booking system had seemed to work well during COVID, in the long term it was felt it may not be the best way forward as it penalised those who were not able to use technology and/or whose employment meant they could not book in advance. Cllr Carey also expressed concern that people may not bother to use the online booking system which could lead to an increase in fly tipping: Cllrs to keep the situation under review.

**KALC Meeting Minutes – TMBC Local Plan Withdrawn:** The Minutes provided a clear understanding of the consequences suffered from plan withdrawal and the procedures that would now need to be followed in order for the plan to be re-submitted.

**Hadlow Parish Green Belt Status:** Clerk asked to contact TMBC Local Plan officers to enquire about the current status of the Court Lane & Carpenters Lane development sites which were originally included in the draft Local Plan: were these developments still within Green Belt or has TMBC taken action to remove them? It was understood that as part of the draft Local Plan the Green Belt boundaries may have been altered to permit the two development sites to be developed in due course and Members wanted to know whether this was correct or whether Green Belt status for these sites was still applicable. Members also wished to know whether any other areas within the Parish would have (or have had) Green Belt status removed.

**3576 Non-planning issues:**

- a) Hy-Arts Centre: Costs to change to LED lights and add to outdoor safety lights.

Quotation in the sum of £2875.00 was agreed in principle but the following question to be resolved before putting to full council:

- i. Do “warm white” LED tubes provide suitable lux and provide enough light?

- b) Hy-Arts & Village Hall Wifi – To consider upgrading of system

Cllr Morley reported on his meeting with the Facilities Administrator and John Clark from Hadlow Village Hall in which they discussed the broken wifi at the Hy-Arts and the possibility of linking the Village Hall to the Hy-Arts wifi system which interlocks with the CCTV at Williams Field. Plans and drawings were approved by the CCTV contractor.

Members agreed the proposals in principle but required additional information before putting to full Council as follows:

- i. Would Village Hall Management Committee be paying for the connecting cable to join up to Hy-Arts wifi?
- ii. How much would the works and new equipment cost Council (quote to date £196.89)
- iii. Would Council be installing and paying for the wifi box in the Village Hall and if so were the costs included in the existing quote of £196.89?
- iv. How secure would the password be in each building keeping in mind duty of care for the under 16’s?
- v. Is there just one hub and who controls it?
- vi. Does the new system have a gigabit switch?

Clerk to arrange a meeting to discuss the way forward inviting Facilities Administrator, Cllr’s Collins, Morley, R G Networks (CCTV), 4<sup>th</sup> Platform (It Contractor).

- c) Old School Hall: Update on costs and contracts relating to fire, alarms, electric etc

The five-year wiring inspection at the Hy-Arts had been completed. Fire extinguisher checks done, boiler repairs and boiler service completed (including service at Medical Centre). Intruder Alarms servicing at both HOS and Medical Centre completed.

d) Old School Hall upgrades for consideration.

Plumber was consulted on suitable solutions to various issues with heating and hot water and members provided with summary report after his visit and then raised questions to be answered before taking the matter further:

- i. Broken controller – replace with Nest thermostat (quote forthcoming).
- ii. Installation of two separate heating circuits via a 2-port heating valve to heat a) the hall and b) the rest of the building: Expensive option at about £1000 per circuit; proposed making use of the existing Thermostatic Radiator Valves instead.
- iii. Hot water system – could use non-vented hot tank and run hot water pipes to the kitchen and the three toilets by appropriate most convenient route using copper pipework and strip out and tidy existing electrical water heating system. However, this would be expensive to install and the hot water supply to the toilets, in particular, would be delayed due to the distance from the tank.

If we keep the existing system:

- Do we have enough hot water in the kitchen?
  - Can we section off thermostat dial to prevent people altering it and possible overheating causing scorching
  - Would it be cheaper and beneficial to exchange the existing electric localised immersion heaters?
- iv. Office Cupboard – quote from carpenter awaited, however as wood and labour is currently costly members asked Clerk to consider pre-constructed cupboards acknowledging good locking system would be required.
- e) Kent Buccaneers – to discuss costs, materials other requirements and agreement for both senior and youth pitches.  
Review the agreement over winter months and arrange a meeting to see what can be done about storage. Move the mini goal posts in preparation for spring and new youth pitch.
- f) Grounds Maintenance: Changes to Landscape Services contract to include St Mary's Churchyard.

St Mary's churchyard added to existing contract as currently no Council grounds maintenance team. The Clerk confirmed a meeting with Landscape Services to discuss next year's contract.

g) Council insurance; to consider renewal proposal.

The renewal accepted but the adjustment for the new building valuations expected to slightly alter the renewal fee.

- h) Tree Inspection report for actioning.

Report still awaited

- i) RBLI – to consider purchasing Tommy statue

To be considered by full Council at the meeting in October.

- j) The Queens Green Canopy – consideration to planting a tree

It was agreed that there was no appropriate place to plant a celebratory tree however if anyone wished to plant a small woodland on their land, Council would support and assist with planting for a long term solution.

There being no further business the meeting closed at 20.57 hours.

**Date of next meeting: Tuesday 26 October 2021 at 7.30pm**

**Signed**

**Date**