

## WEST KINGSDOWN PARISH COUNCIL

Minutes of the Planning and Parish Council meeting held via Zoom due to Covid restrictions on Wednesday 27th January 2021 at 7.30pm.

### Members of the Public and Councillors who wish to raise matters.

#### Flytipping:

There was a reported increase in the number of nitrite canisters that were being found outside the shops in Fawkham Road but also reported at the Gamecock and Church Car Park. There had also been flytipping along Scratchers lane reported to SDC - The Clerk had reported this to the Community Safety Partnership at Sevenoaks District Council

#### Brands Hatch:

Complaints had been received that an event had been held at Brand Hatch during lockdown restrictions. Brands Hatch had confirmed that the circuit remained closed and most staff still furloughed or working from home. The incident was unauthorised motorbikes that had entered the BSB field / car park and this matter had been reported immediately to police but when they arrived the large number of bikes had left the field. The site had been badly churned up and Brands Hatch were now considering taller fencing along the perimeter at Scratchers Lane to prevent access in future. Mr Birley was still trying to confirm a liaison meeting with Brands Hatch but to date no date had been set.

#### Church Woods:

Motorbikes were reported using the woods which is not permitted, the footpath were being churned up and with recent continuous wet weather and increased use from walkers too the paths were in a bad state.

#### Pet Groomers:

It was unclear with present guidelines how mobile pet groomers were being allowed to operate whilst shops were restricted to a vet referral - The information would be found on the Government Website.

#### Gamecock ByeLaws:

Cllr Richards asked about the bye Laws at the Gamecock these were agreed to be circulated prior to the GP meeting and on the next agenda.

#### Refuse bins and boxes:

Refuse bins have been left on the grass verge on the corner of Southfields Road and Fawkham Road, and the Clerk was asked to advise West Kent Housing so they could request their resident to bring their bins in during the week and not leave on public land.

#### Obstructing hedge row:

The corner of Hever Avenue and Hever Road the private hedgerow was taking up half the pavement space and the Clerk was asked to report this so that the owners could cut this back to allow pedestrians to pass safely.

### Planning Committee

Members of the Parish Council: Cllr J Watchorn (Chairman), Cllr I Bosley (Vice-chairman), Cllr Mrs P Bosley, Cllr Gray, Cllr G Christie, Cllr King, Cllr D Land, Cllr Mrs M Richards, Cllr Spiller & Cllr L Spencer.

**Apologies for Absence:** Cllr Holdstock

**Declarations of Interest:** There were no declarations of interest.

#### Plans

**SE/21/00032/FUL: Land West of West Kingsdown Village Hall:** Single storey side extension. No comment

**SE/21/00060/HOUSE: 27 Howells Close:** First floor side extension. Comment

## Planning consultation

The planning system received from SDC has changed and from 4<sup>th</sup> January 2021 SDC are no longer sending paper plans unless the development is on a large scale. All plans will be able to be viewed electronically on the website of SDC. Members all agreed to register to receive the weekly planning lists from SDC and to view online prior to the meeting. The Clerk to contact SDC and confirm Councillors would be added to the mailing list.

### West Kingsdown Parish Council Wednesday 27<sup>th</sup> January 2021

Members of the Parish Council: Cllr P Bosley (Chairman), Cllr G Christie (Vice-chairman), Cllr Gray, Cllr I Bosley, Cllr Miss J Holdstock, Cllr King, Cllr D Land, Cllr Mrs M Richards, Cllr Spiller & Cllr L Spencer Cllr J Watchorn.

#### Apologies for Absence: Cllr Holdstock

**Declarations of Interest:** There were none declared

#### Minutes of Previous Meetings:

The MINUTES of the Planning Committee meeting held on Wednesday 16<sup>th</sup> December 2020 were submitted. It was moved from the Chair that they be signed as a true record. **ALL IN FAVOUR**

The MINUTES of the Parish Council Meeting held on Wednesday 16<sup>th</sup> December 2020 were submitted. It was moved from the Chair that they be signed as a true record. **ALL IN FAVOUR**

The MINUTES of the Planning Committee meeting held on Monday 11<sup>th</sup> January 2021 were submitted. It was moved from the Chair that they be signed as a true record. **ALL IN FAVOUR**

The MINUTES of the Finance Committee Meeting held on Monday 11<sup>th</sup> January 2021 were submitted. It was moved from the Chair that they be signed as a true record. **ALL IN FAVOUR**

#### Any Urgent Business

The Chairman ruled that any business received since the despatch of the Agenda, by reason of special circumstances, be considered, in order to avoid any undue delay and have up to date information.

**Diary Item:** There were no diary items

#### Footpaths:

**SD271 :** Way marker missing and dropped drain would be chased by the Clerk with the Public Rights of Way Officer. The Clerk has taken pictures of the drain and spoken to the KCC Officer.

#### Correspondence:

##### Kent Police Automatic Number plate recognition (ANPR)

Kent Police are currently looking to expand their Automatic Number Plate Recognition (ANPR) capability across the force area and part of this is looking at several new cameras being installed in the West Kingsdown area.

An integral part of our deployment considerations alongside crime prevention and detection objectives is consultation process with community partners as part of a Data Protection Impact Assessment (DPIA). As locally elected Parish councilors we would like to canvass your opinion on the use of ANPR in your area. Whether supportive or otherwise we would welcome feedback as part of the DPIA process as we consider our installation options across Kent.

The below provides an overview of why we use ANPR,

##### **How it works and how we use it to support our policing objectives:**

### **Why we use ANPR**

ANPR technology is used across Kent to help detect, deter and disrupt criminality at a local, force, regional and national level, from volume crime offending, organised crime which often involves travelling criminals, and more serious public safety threats such as terrorism offences. Alongside our crime objectives we also utilise ANPR to support our road safety strategies, in particular the 45 high-risk offenders that drive whilst disqualified, under the influence of alcohol and drugs and without insurance.

### **How it works**

As a vehicle passes a police monitored ANPR camera, its registration number is read and instantly checked against database records of vehicles of interest. Police officers can intercept and stop a vehicle, check it for evidence and, where necessary, make arrests. The use of ANPR in this way has proved to be important in the detection of a wide range of offences. The vehicle movement data is also stored enabling intelligence analysis as part of crime investigation and analysis processes. ANPR evidence is frequently used in court proceedings as part of the criminal justice process.

### **Access to stored data**

ANPR data is stored locally in computer-based systems and also shared with the police National ANPR Data Centre (NADC). The data is stored locally and nationally for a period of twelve months. We have clear rules controlling access to ANPR data to ensure that access is for legitimate Investigation purposes. Only officers and staff with appropriate training have access to ANPR data if its relevant to their role, and they may normally only do so for a maximum period of 90 days from the date it was collected.

Access to data for up to twelve months will be subject to the authorisation of a senior officer. After 90 days, access may only be for priority & Volume crime, serious, major or counter terrorism Investigations and up to twelve months only for major investigations and counter terrorism purposes.

### **Camera locations**

ANPR cameras are used at fixed locations and in police vehicles to provide a mobile capability where they will be best utilised to detect, deter and disrupt criminality. In line with national policy, we do not disclose details of our fixed locations as this information is likely to be of benefit to offenders and if known could reduce the value of ANPR to policing.

### **Privacy Impact Review Process**

Across Kent for any new camera installation an assessment is conducted to ensure that there is a clear installation pressing need, taking account of the following factors:

- National security and counter terrorism;
- Serious, organised and major crime;
- Local crime patterns
- Community confidence and reassurance, crime prevention and prevention.

Of considerable weight to this process is the Data Protection Impact Assessment review which we aim to include consultation with persons and organisations with a reasonable interest in the proposal.

In conclusion I would like to invite your feedback on the use of this technology. Responses preferably by email to [ANPRDPIA.Response@Kent.police.uk](mailto:ANPRDPIA.Response@Kent.police.uk)

Members agreed that these would be a good idea to have more in the village but would prefer to see them using existing poles rather than additional ones.

### **Finance**

The Finance papers were circulated to Members prior to the meeting and it was noted that an income of £5,571.11 had been received and proposed by Cllr Gray and seconded by Cllr King that payments totaling £11,421.71 be paid

**ALL IN FAVOUR**

**Clerks annual leave:**

The Clerk had been unable to take leave during the pandemic and therefore has leave to take before the end of March 2021. With current lockdown restriction and the need to co ordinate volunteers and lines diverted to home 7 days a week it is not anticipated that leave will be able to be taken.

*“The government passed emergency legislation to ensure businesses have the flexibility they need to respond to the coronavirus pandemic and to protect workers from losing their statutory holiday entitlement (The Working Time (Coronavirus) (Amendment) Regulations 2020, laid before Parliament on 27 March 2020).*

*These regulations enable workers to carry holiday forward where the impact of coronavirus means that it has not been reasonably practicable to take it in the leave year to which it relates.*

*Where it has not been reasonably practicable for the worker to take some or all of the 4 weeks’ holiday due to the effects of coronavirus, the untaken amount may be carried forward into the following 2 leave years. When calculating how much holiday a worker can carry forwards, employers must give workers the opportunity to take any leave that they cannot carry forward before the end of the leave year.”*

Members discussed various options and agreed that the Council, should the Clerk wish, would buy back the leave for 2020-2021. The additional expected costs would be taken, if require, from the Covid grant received earlier in 2020 for unexpected Covid expenditure. It was proposed from the Chair that this monetary payment would be made in February before the end of the annual leave period on 1<sup>st</sup> April.

**ALL IN FAVOUR**

**Gamecock perimeter hedges:**

The resident on the property adjacent to the Pavilion has asked if the boundary hedges and trees can be trimmed back. A quote has been received from Kent Grasslands who is one of the Parishes current Grounds Contractors. This is for the sum of £650 + Vat to trim back all over hanging branches along the fence line. It was proposed by Cllr Richards and Seconded by Cllr Gray that these works should take place and to accept the presented quote from Kent Grasslands

**ALL IN FAVOUR**

**Burial Ground – Cremated Remains.**

The Contractor for the Burial Ground had requested Members considered the reduction in height to the laurel hedge behind the new Cremated remains area. This would enable him to trim the hedges without the need for a ladder. It was noted that the number of memorials will increase making it difficult, if not impossible without a ladder. The proposal to cut back the height to 5/6ft at a cost of £200 would enable hand cutting in future. It was proposed by Cllr Land and seconded by Cllr King that the Council accept the quote presented by Kent Grasslands and the height of the hedge reduced for the easier maintenance in future years.

**ALL IN FAVOUR**

**Parking on the grass verges:**

Cllr Spencer raised an ongoing issue of cars parking on the grass verge. This was raised with KCC Cllr Brazier and legally it is not illegal to park a vehicle on a grass verge in the care of the highway authority unless it is an HGV i.e. over 7.5 tonnes, or there is a bylaw forbidding parking in force. Bylaws are usually local but are invariably very difficult to enforce, they would not be enforceable by the police as breaking a bylaw is not a criminal offence. Although members agreed the churning up of the grass verges looked unsightly it was agreed that as KCC land there was little to prevent this, bollards would be costly, byelaws would be expensive to set up and not easy to enforce the matter be noted.

**RECEIVED**

**Skatepark graffiti project:**

Roki Badd a local graffiti artist and has contacted the Parish Council to ask if members would consider a project that he would like to do at the Skatepark He has thought along the lines of a design that would inspire the young people who use the facility. Or a take on the "space, face hands NHS message but geared to them such as hands, face, skate but it all comes down to the area I have to work in.. He would work with the Parish Council if agreed and it would be in good taste and though aimed at the young people who use it , he is also mindful of the adults who would have to see it. His Instagram is [www.instagram.com/badboyroki](https://www.instagram.com/badboyroki)

The Clerk had circulated some examples of his work/. Members were keen to see this involve young people but there was a view that this could encourage unwanted graffiti about on the site and also where on the skatepark was it proposed as there was quite lot of graffiti already on the site carried out from West Kent projects ThClerk would go back to the artist and back to Council with further details.

**NOTED**

**Tennis Courts :**

An enquiry had been received for regular use of the tennis Courts by a local man wishing to set up a tennis club. Currently the courts are free to use, The Clerk has explained that a commercial sports venue/club would be charged to use the courts and floodlights and through a booking system as sole use was not guaranteed. The Courts had been scraped from moss. But would need spraying there was likely to be more extensive works that would need to take place for it to be of a club standard.

Since the first approach the question has been asked about a clubhouse and facilities, it has been explained there is already a sports pavilion and village hall both on the same site that have changing rooms and shower facilities. The Clerk is now waiting to hear back from the person who had wanted to open a club. Members will recall the floodlights are not working and it would cost several thousand for them to be repaired.

The Clerk was also ask to suggest sports funding for the organiser to be able to upgrade the facilities at the Gamecock. Parish Council would not sell the tennis courts to an indivial or company as per a request from the person interested in starting the tennis club. The land would remain the property of the Parish Council. The Clerk would come back to Council when there is further information to report. **AGREED**

**Village Hall update:**

Flood barriers would be installed in March. Otherwise there had been no activity in the building due to Covid restrictions

**Church Woods Update**

As previously reported motorbike had been unlawfully using the woods, footpaths were churned up and walkers were increasing the width of the paths which was treading down bluebells. This is just down to increased walkers out whilst in lockdown. Although no cycling is allowed people have been cycling for year in the woods but not in the numbers being seen at the moment. No work parties had been able to be organised  
Church woods management meeting 2<sup>nd</sup> February

**Old school update;**

The site remained closed in lockdown except for pre school that was open in their building only, Old School Management meeting 1<sup>st</sup> February . New windows to be installed in Craft room

**Newsletter items.**

Litter  
Nitrate canisters  
ANPR

**Matters arising:**

**2022 Village event:** To be diaried for later this year

**Car parks In Hever Road and Hever Avenue :**

The Clerk advised that on Friday 29<sup>th</sup> January the car park at rear would be cleared of rubbish and litter by SDC litter team as agreed at the Finance meeting on 11<sup>th</sup> January 2021. At the Finance meeting in January the car parks were discussed whilst looking at budget headings and agreed that Parish Council should take action for the benefit of the community using section 137 powers and although private land the car parks are used daily by the public for the benefit of the community and supporting local shops. At that meeting the costs were discussed and a budget set aside for fortnightly clearing. Cllr Watchorn said that no vote took place at

that meeting as she had intended to vote against it and commented that Parish should not be paying for private car parks. Cllr Watchorn added now that the owner had come out of the woodwork by submitting a planning application, in her opinion, if he would not clear the site then SDC should be asked to do so and if necessary put a charge on the land.

The Clerk advised that for many years Council and SDC had been unable to get the landowner to cooperate. The Chairman's view was that £600 a year was good use of public funds for the public to continue the safe use of the car park and although no specific vote was taken on this particular item, the budget for 2021/22 had been formally agreed at the Finance Meeting. It was proposed through the Chair for a formal vote to employ SDC to clear on a fortnightly basis at a cost of £25 per visit.

**8 In Favour**

**Cllr Richards and Cllr Watchorn against**

**Dates of Next meetings in to held virtually**

**Planning and General Purpose Committee: Monday 8<sup>th</sup> February 2021**

**Planning and Parish Council meeting: Wednesday 24<sup>th</sup> February 2021**

**Meeting closed 20.55**