

WEST KINGSDOWN PARISH COUNCIL

The Pavilion
London Road
West Kingsdown
TN15 6BZ
17th November 2021

I hereby summon you to attend the Parish Council Meeting of West Kingsdown Parish Council to be held in the Old School Hall School Lane, West Kingsdown commencing at 7.30pm on **Wednesday 24th November 2021** to transact the following business.

Clerk to the Council.

Planning Agenda

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

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

1. Apologies for Absence:

2 Declarations of Interest:

3. Plans:

SE/21/03645/HOUSE : 2 The Hollies, London Road:

Proposal Proposed side and rear two storey extension

SE/21/03714/HOUSE 1 Lovelace Close:

Proposal Demolition of existing extension and conservatory. New replacement extension to rear. Loft conversion including rear dormer, front roof light windows and raised half gable.

SE/21/03574/HOUSE The Otters, Botsom Lane

Proposal The erection of a detached double garage at the rear with of "The Otters" with formation of vehicular access.

SE/21/03449/LDCPR Holmwood Knatts Valley Road

Proposal Proposed garage, play room and gym outbuildings and all associated works at Holmwood House. Demolition of shed

SE/21/03608/HOUSE 76 Neal Road

Proposal Single storey rear & side extensions.

SE/21/03795/HOUSE Narvik 45 Cherry Tree Grove

Replacement roof and dormer tiles and alterations to fenestration.

Parish Council Agenda Wednesday 24th November 2021 Old School hall, School Lane

Members of the Parish Council:

Cllr Mrs P Bosley (Chairman), Cllr G Christie (Vice Chair) Cllr I Bosley Cllr Miss Holdstock, Cllr Gray, Cllr D King, Cllr Mrs M Richards, Cllr R Spiller, Cllr Mrs J Watchorn, Cllr D Land, and Cllr L Spencer.

1. Apologies for absence:

2 Declaration of Interests relating to items on the Agenda

3. Minutes of Previous Meetings

To approve as a correct record the MINUTES of the Planning Committee held on 27th October 2021, as attached.

To approve as a correct record the MINUTES of the Parish Council Meeting held on 27th October 2021 as attached.

To approve as a correct record the MINUTES of the Planning Committee held on 8th November 2021, as attached.

To approve as a correct record the MINUTES of the General Purpose Committee Meeting held on 8th November 2021, as attached.

To approve as a correct record the MINUTES of the Finance Committee Meeting held on 8th November 2021, as attached

4. Any Urgent Business

The Chairman to rule 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.

5. Diary Items.

There are no diary items

6. Footpaths

Kingsingfield road

A report following the site meeting held By Members is tabled for discussion and ratification before being submitted to KCC footpath Officer for action

7. Correspondence

1.SDC Parish Charter

Sevenoaks District Town and Parish Charter 2021

Working together for the benefit of local communities within the Sevenoaks District

Introduction:

Within the Sevenoaks District, there are 4 Town Councils and 27 Parish Councils. Town and Parish Councils play a valuable and essential role in an area, possessing a thorough knowledge of their local community that can help with planning and decision making in their area. We recognise that each Town and Parish has a unique character that Town and Parish councils are committed to protect and enhance.

We want to work closely together in partnership for the benefit of local residents. This charter has been developed between Sevenoaks District Council and the Town and Parish Councils. It acknowledges the role of District, Town & Parish Councils, providing a framework which enables us all to understand, develop and promote local needs and aspirations. It also recognises the role of the Kent Association of Local Councils (KALC) on behalf of the Towns and Parishes within the District.

This Charter is a 'living' document and its relevance and effectiveness will continue to be jointly monitored to ensure it remains of value to those it serves.

Definition

A charter is a document describing the relationship between two parties and aims to encourage good working practices. This charter represents a mutual agreement between Sevenoaks District Council and each Town and Parish Council within the district. It is a statement of intent, but not a legally binding document.

A copy of the full charter is tabled for members

2.Primary School Dress rehearsal : An invitation to the Community to attend

The West Kingsdown Church of England Primary School, Fawkham Road, West Kingsdown, extend an invitation to members of the local community who would like to join the children on Monday 13th December at 9.30am to watch the dress rehearsal of the children's nativity play.

b) Correspondence received since the publication of the Agenda.

8. Finance

Internal audit

This was carried out by Cllr Gray and Cllr I Bosley as no problem were identified, The form for internal audit was updated to take into account the electronic payments and recent updates to improve future internal audits as an accurate account.

Details of income and expenditure to be tabled. To approve online payments for authorised payment

9. David Diboll Memorial and Queens canopy Tree:

Trees from Coolings Nursery

Oak Tree : about 6ft	£69.99
Wild Service Tree about 6ft	£69.99 incl VAT

They have these in stock and have reserved them for us as I said could not give OK till near end of month.

They will give WKPC a VAT invoice so can claim VAT back

Heritage Oak Garden Bench

6ft £465 inc VAT (4 seater) as in churchyard near lychgate

4ft £377.33 inc VAT (2 seater)

5ft £411.60 inc VAT (2-4seater)

Purchase on line from Garden4less

10.Sound reduction of Pavilion

Using the photographs and dimensions that you kindly emailed over I have been able to put together the following report and estimate of costs:

Class A Sound Absorption Products

Our most popular sound absorption products for use within village, church, community, and Scout halls are as follows:

Sonata Aurio - 50mm thick directly bonded foam absorber finished in high quality 'Trilogy' display fabric. Sonata Aurio can be bonded to walls and ceilings using our high-grab Sonatac Adhesive - <http://www.soundreduction.co.uk/Products/Sound-Absorption-Solutions/Sonata-Aurio/>.

Sonata Vario - 50mm thick suspended foam absorber finished in high quality 'Trilogy' display fabric. Sonata Vario is suspended from ceilings using our proprietary fixing kits or secured to walls via specially designed brackets. Suspending the Vario panels increases low-frequency acoustic performance and, because no adhesive is used, the Vario panels can be easily removed, should you wish to relocate them or redecorate the walls. <http://www.soundreduction.co.uk/Products/Sound-Absorption-Solutions/Sonata-Vario/>.

Where the air-gap is not required, Sonata Vario can also simply be installed on screw-heads flush to the wall.

Sonata Memo - 50mm thick surface mounted foam acoustic noticeboard with pinnable facing. Sonata Memo boards are great for replacing existing noticeboards to introduce some acoustic absorption and low level - <http://www.soundreduction.co.uk/Products/Sound-Absorption-Solutions/Sonata-Memo/>.

Colour information can be viewed here: [Sonata Aurio/Vario Colours](#), [Sonata Memo facing colours](#)

All of the above Sonata products are rated as Class A acoustic absorbers to BS EN ISO 11654:1997. All Sonata products are completely free from mineral fibre and glass-wool. Datasheets are attached.

Reverberation Time Calculations

Reverberation time is the most common way of expressing a room's basic acoustic character. It is the time taken for a steady noise to decay by 60dB after its source has been abruptly cut off. Using information on the dimensions of the room and the surface finishes present, my calculations estimate that the mid-frequency reverberation time (average of 500Hz, 1000Hz, and 2000Hz) of the room is approximately 1.5s, which is too high for a room of this kind and intended use. The excessive reverberation will certainly detrimentally affect the users of the space. To reduce the reverberation time, we need to add Class A acoustic absorption.

In terms of a design target, given the starting point, Ideally I would recommend that we include sufficient Sonata Class A absorption within the room reduce the modelled mid-frequency reverberation time to <0.8s ensuring that acoustics are well balanced across all frequencies. Generally speaking, this should give you a very clear subjectively noticeable improvement compared with the acoustics of the room at the moment and make it much better for both speech and music.

In order to achieve this design target, the calculations suggest that approximately 12.5m² of our class A Sonata absorption is required. Calculations of reverberation time are attached.

Attachment Key

Red data/graph - Untreated room

Blue data/graph – Room after treatment with Sonata Aurio Panels (bonded)

Green data/graph – Room after treatment with Sonata Vario panels (suspended)

As you can see, there has been a significant reduction in the overall level of reverberation, shown by lower reverberation time, and a much flatter frequency response. This indicates that there should be a much-improved balance to the acoustics post-treatment.

Supply and Installation Quotation

To give you an idea of costs I have based the quotation on the use of 8no 1200x500x50mm and 8no 1200x800x50mm Sonata Aurio or Vario on the ceiling of the room. A survey would be required to confirm the specification and costs. Please see quotations for both options below:

Option 1 - Sonata Aurio Panels (Bonded)

Sonata Product	Cost	Unit	No.	Total
Aurio Absorber (1200 x 800 x 50mm)	£80.00	each	8	£640.00
Aurio Absorber (1200 x 500 x 50mm)	£54.00	each	8	£432.00
Sonatac Adhesive (300ml)	£8.80	each	13	£114.40
Installation	£900.00	each	1	£900.00
VAT @ 20%				£417.28
Total				£2,503.68

Option 2 – Sonata Vario Panels (Suspended)

Sonata Product	Cost	Unit	No.	Total
Vario Absorber (1200 x 800 x 50mm)	£104.00	each	8	£832.00
Vario Absorber (1200 x 500 x 50mm)	£85.00	each	8	£680.00
Ceiling Suspension Kit	£9.00	each	16	£144.00
Installation	£900.00	each	1	£900.00
VAT @ 20%				£511.20
Total				£3,067.20

The installation prices shown include all labour, access towers, delivery of materials, loading materials to work area, protection to existing finishes, particularly floors, and removal of all waste (packaging) from the site. The installation of the above, including travel from Bolton, requires 2 days (max) of the installation team's time. Access would be required from 8:00 am to 6:00 pm in order to complete the work. Our installer will require free of charge use of power and use of welfare facilities.

Notes:

- The above quotation is subject to a survey. If you are interested the next step would be to book us in for a visit to firm everything up.
- The price allows for the standard trilogy fabric wrap on the panels.
- Lead time for the panels is usually 3 weeks max depending on the colour you require and stock levels.

11. Pavilion Cupboard in Kitchen

To replace wall unit in kitchen where kettle is with gloss white doors.

Fit new locks.

1000mm wall unit £40.00

Gloss white doors £96.00

Locks £5.00

Labour £30.00

Total £171.00

12. Caretaker:

Clerk to Update members

13. Playground project:

Clerk is meeting Komplan on Monday 22nd November the playground company who carried out the survey on the Parish's behalf and will give an update to members following that meeting

14. Steps at Gamecock:

It has been reported by dog walkers and users of the community cupboard that the sleeper steps are very steep and slippery. Users trying to access the cupboards whilst carrying donations or taking boxes following collection have found it dangerous using the steps in damp conditions, One walker had missed/ slipped at the bottom of the steps .Members are asked to consider what action or alternative can be provided to make this a safer space to use. This is a popular route to access the field by walker and dog walkers who access the area via the footpath along London Road and uses of the community cupboard who it is the only mean of access.

15. Village Hall Committee update

16. Matters Arising

17. Newsletter Items

18. December /January 2022 Meetings

Planning and Parish Council Meeting: Wednesday 15th December 2021 : Main Hall, Old School, School Lane 7.30pm

Planning and Precept meeting Monday 10th January 2022 : Main Hall, Old School, School Lane 7.30pm

Planning and Parish Council Meeting: Wednesday 26th January 2022 : Main Hall, Old School, School Lane 7.30pm