WILMINGTON PARISH COUNCIL

**Agenda for the Meeting to be held on Wednesday 2nd February 2022 at Oakfield Park Pavilion, Wilmington commencing at 7.00pm**

**AGENDA**

**Prior to the Meeting the Chairman to draw attention to the protocol regarding the audio and visual recording of the Meeting or of any part thereof**

1. **Apologies for Absence/Non-Attendance**

None received at the time of distribution.

1. **Declarations of Disclosable Pecuniary or Prejudicial Interest**

To receive any Declarations of Disclosable Pecuniary or Prejudicial Interest.

1. **Public Participation**

To respond to any questions asked or comments made by any resident either prior to or at the Meeting.

**RECOMMENDATION – That matters be noted or actions taken as appropriate**

1. **Minutes of the Previous Meeting**

To approve the Minutes of the Meeting held on 12th January and adopt as a true record.

**RECOMMENDATION – That the Minutes be approved and adopted as a true record**

1. **Urgent Items**

The Chairman to announce that the inclusion in the Agenda of the ‘Urgent Items’ as tabled had been agreed.

1. **Finance**
2. **Financial Statements**

To approve the Financial Statements for the month ended 31st January 2022. (to follow)

**RECOMMENDATION – That the Financial Statements be approved**

1. **Salary Increases 2022/23**

*To consider the exclusion of the press and public for the item of business on the ground that it involves the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A to the Local Government Act 1972*

1. **Clerk**

*To consider the exclusion of the press and public for the item of business on the ground that it involves the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A to the Local Government Act 1972*

1. **Capacity Building Fund**

To note that notice received that our bid was partly successful with £1,790 for a replacement and additional bench being awarded.

To further note an additional bid was made to Dartford Borough Council’s Green Fund for £1,153 for the replacement tree in the village centre and also Chestnut Grove.

**RECOMMENDATION – That the matters are noted**

1. **Matters Arising from Previous Meetings of the Parish Council (Not covered Elsewhere in the Main Agenda)**
2. **2021/22 and 2022/23 Projects**

To consider any suggestions made for future projects.

**RECOMMENDATION – That the matters be noted and actions taken as appropriate**

1. **Parish Highways Improvement Plan (ongoing)**

To note that Councillor Swift has contacted KCC and is awaiting an appointment date to meet on site.

**RECOMMENDATION – That the matter be noted**

1. **Items for Discussion**
2. **Updates on Parish Initiatives**

**Wilmington Fair**- Having read the briefing paper prior to the meeting,

To appoint two representatives for the Fair Committee.

**Parish Initiative Calendar**- To receive a verbal update from the Chair

To receive any suggestions or ideas from Members.

**Wilmington Spring Clean 2022**- Date to be confirmed

**RECOMMENDATION –** **That the matters be noted and actions taken as appropriate**

1. **Parish Communication**

To note the Clerk is in the process of reviewing the current communication channels for members of the public so that when the Parish Office is closed or the Clerk is working from home, residents who do not have access to email are able to leave a message if necessary.

**RECOMMENDATION – That the Clerk reviews the current contract with BT adding a facility for voicemails and or diversion to a Parish Mobile Phone**

1. **Planning Applications for Consideration and to Note Any Comments or Observations submitted to the Planning Authority**
	* 1. **DA/22/00012/FUL- Former Alfan Lane Full Gospel Church, 1A Alfan Lane, Wilmington**

Demolition of existing buildings and erection of a 4 bedroom dwelling and detached garage (incorporating refuse store) and amenity space provision

***Comments submitted 19/01/22- Subject to DBC Tree Officer confirming that the revised positioning of the building poses no risk to adjacent trees, no comment***

* + 1. **DA/22/00039/FUL- 100 Birchwood Road, Wilmington**

Erection of a two storey front extension, first floor rear extension with window in rear roof elevation to provide additional rooms in the roof space

***No comments/ observations***

* + 1. **DA/21/01874/FUL- 71 Chestnut Grove, Wilmington**

Erection of a two storey side extension, single storey lean-to rear and side extension and ancillary alterations to include: demolition of existing concrete garage in garden, internal layout changes, new lean-to porch roof, removal of tile hanging and replacement with white render and new dropped kerb onto new porous paving driveway

***No comments/ observations***

* + 1. **DA/21/01889/FUL- 73 Norfield Road, Wilmington**

Erection of a two storey side extension and single storey rear extension

***Comments submitted 19/01/22- To maintain the semi-detached nature of the street scene and avoid the risk of a terraced scene, the Parish Council suggests that the frontage of the development is set back from the current building line, and not just the first floor.***

* + 1. **DA/21/01763/FUL- 17 Birchwood Road**

Demolition of existing shed and erection of a detached wooden outbuilding on top of existing concrete base to be used for storage or games room (retrospective application)

***No comments/ observations***

* + 1. **DA/22/00047/FUL- 54 Broad Lane, Wilmington**

Raising height and replacement of roof for proposed loft conversion comprising 2 No. flat roof dormers to front and rear elevations, first floor rear extension and single storey rear and side extensions. Alterations to porch. New windows and doors, rendered elevations and various internal and external refurbishment. Alterations to create in/out driveway as previously approved.

* + 1. **DA/22/00019/TPO- 28,29,30 & 32 The Spires, Wilmington**

Application for: No. 28: Tree 'A' in the hedgerow: Remove significant deadwood. Cotinus: Reduce back to approx boundary line to remove overhang to the seating area. Tree 'B' Scots Pine: Remove low branch x2 heading to park boundary. Remove small branch close to house roof / gutter. Remove significant dead wood. No. 29. Tree 'C' Scots Pine: Reduce lower branch by approx 1.5m to allow more light into property and garden. Remove small branches close to the house. Remove significant dead wood No. 30 Tree 'D' Scots Pine: Reduce low branch(es) by approx 1 to 1.5m. Remove significant deadwood. No. 32 Tree 'E' Scots Pine: Circled green on photo - Remove small branch towards the house (over the fig tree) Circled yellow - Remove small branch. Circled in red - to be left alone. all subject to Tree Preservation Order No.3 2012

* + 1. **DA/22/00041/VCON- Rahan House, 8 Birchwood Road**

Application for variation of condition 2 of planning permission DA/19/00346/FUL in respect of new windows to side elevation and loft room with rooflights to pitched roof and provision of rooms within roof space

**RECOMMENDATION – That the Clerk submits any comments or observation made to the Planning Authority**

1. **Chairman’s Updates**

To receive any updates from the Chairman

**RECOMMENDATION – That any updates be noted**

1. **Ward Matters Raised by Members**

To receive any Ward Matters raised by Members

**RECOMMENDATION – That any matters raised be noted and, where a decision is required, for the Chairman to agree that it be accepted as an ‘Urgent Item’ or that it be included on the Agenda**

**for the February Meeting of the Council**

1. **Items to Note or Endorse the Actions Taken**
2. **Dartford Borough Council Planning Decisions**

To note decisions made by the Borough Council being -

1. **DA/21/01722/FUL- 210 Birchwood Road**

Permission granted

1. **DA/2101561/FUL- 3 Hook Green Farm Lane**
2. Permission granted
3. **DA21/01744/FIL- 4 Martin Road, Wilmington**

Permission granted

1. **DA/21/00968/FUL- Adj 18 Fearnheath Way**

Permission refused

1. **DA/21/01036/FUL- Burnt Oak House, Rowhill Road**

Permission refused

1. **DA/21/01708/TPO- Wilmington Manor, Common Lane**

Consent granted

1. **DA/21/01622/LDC- 46 Chestnut Grove, Wilmington**

Certified Lawful

1. **DA/21/01789/FUL- 194 & 196 Birchwood Road**

Permission refused

1. **DA/21/01842/TDA- Barn End Lane (West of 1&2 Brewers Field**

Permission refused

1. **DA/21/01809/FUL- 34 Squires Way, Wilmington**

Permission granted

1. **Dartford Borough Council Planning Appeals Lodged**

None

1. **Dartford Borough Council Planning Appeals Decisions**

None

1. **Kent County Council Planning Applications**

None

1. **Kent County Council Planning Decisions**

None

1. **Other Items to Note or Actions Taken Endorsed**

To note or endorse other items received or actions taken as appropriate, being –

1.

**RECOMMENDATION – That the items received or the actions taken noted or endorsed as appropriate**

The following publications are available to any Member on request –

Clerks and Council Direct

The Clerk Magazine