WILMINGTON PARISH COUNCIL

**Minutes of the Meeting held on Wednesday 7th July 2021 commencing at 7.00pm**

**MINUTES**

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

**Members Present:** Mr D Pickersgill (Chairman); Mrs S Brown (Vice Chairman); Mrs M Peters; Mrs A Allen; Mr B Garden; Mr S Parsons, Ms T Jones, Mr J Beschizza and Mr J Swift.

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

None

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

Councillor S Brown declared a personal and prejudicial interest in Agenda Item 8 (b) and took no part in the consideration of the subject matter.

1. **Public Participation**

No questions were asked or representations made.

1. **Minutes of the Previous Meeting**

The Minutes of the Meeting held on 2nd June 2021 were approved and adopted as a true record.

1. **Actions Taken Following the Meeting held on 2nd June 2021.**

The actions taken at the Meeting’ held on 2nd June were noted being –

1. 21st June 2021- Request to SLCC for PDF version of Charles Arnold Baker Local Administration Book **[Agenda Item 7 (f)]**
2. 14th June 2021- Contact made with three contractors for quotes to repair Pavilion Roof **[Agenda Item 8 (d)]**
3. 10th June 2021- Contact made with KCC Highways Engineer **[Agenda Item 8 (f)]**
4. 23rd June 2021- Request made to St Michaels Church to home Cyril the Rock Snake **[Agenda Item 8(i)]**
5. 23rd June 2021- Response sent to Wilmington Chicken Shop **[Agenda Item 9 (e)]**
6. **Urgent Item**

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

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

The Financial Statements for the month ended 31st May 2021 were approved.

Due to the ongoing problem with the bank mandate the Financial Statements for the month ending 30th June 2021 were unable to be approved as the Clerk could not reconcile until the Bank Statement from Barclays arrived via post after the monthly meeting. **[AP]**

1. **Internal Auditor**

It was noted that the Internal Audit had been concluded with no matters arising with a copy of the report being sent to all Members.

1. **External Auditor**

It was noted the required documentation had been sent to the External Auditor PKF Littlejohn on 29th June 2021.

1. **Bank Mandate**

It was noted that the Chair and Full Council were extremely disappointed with Barclays Bank and a formal letter would be written to the Business Banking Team express such dissatisfaction with the service received and the time taken to action the mandate change.

The documentation for Council Pickersgill to complete was given during the meeting and it was agreed that the Clerk, Cllrs Swift and Peters would attend Barclays to arrange for a further transfer of funds or the alternative option discussed was whether it was possible to transfer an amount from the Savings Account Cambridge and Counties Bank or whether notice had to be given. **[AP]**

1. **Matters Arising from Previous Meetings of the Parish Council (Not covered Elsewhere in the Main Agenda)**
2. **2020/21 and 2021/22 Projects**

None at present.

1. **Wilmington Common Boundary**

*To consider the exclusion of the press and public for the following items 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. **Signage at entrance of driveway leading to the staff car park**

It was agreed that Councillor Brown would take some photo’s of the signage at the Heath and bring back to Full Council in September for a vote.

In the meantime the Clerk would order a No Parking- Authorised Vehicles Only, 5 mph and a Children 5 Sign. **[AP]**

1. **Oakfield Park Pavilion Roof**

It was noted that the Clerk had contacted three roofing contractors and was awaiting a date for inspection.

It was further noted that the Groundsman had been back up on the roof and sealed any holes that he could find. **[AP]**

1. **Damaged Street Light Column (January 2021)**

It was noted that following full payment to the Council the item was now closed.

1. **Damage to Village Centre (January 2021)**

After a discussion it was agreed that the Clerk would request that the Bench and Bin be ordered and installed ASAP with any payments due before the claim was processed be made by the Council and then reclaimed at a later date.

It was also noted that the Railings would be painted within the next week weather dependant. **[AP]**

1. **Oakfield Park Rejuvenation (January 2021)**

It was noted that there was no update at present.

1. **Plant Britain (February 2021)**

It was noted the Parish Council would get an allocation of trees/ plants from Dartford Borough Council in the near future.

1. **Cyril The Rock Snake (November 2020)**

It was noted that Reverend Carl Chambers had made arrangements with the local resident involved and the matter was now closed.

1. **Anti Social Behaviour Oakfield Park (ongoing)**

It was noted that the Clerk continues to work with the Police and PCSO Joe Smith in reporting of any crimes. **[AP]**

It was further noted that the Clerk would look into the possibility of extending the CCTV to cover the main gate and car parking area and possibly adding further security lights around the Pavilion area. **[AP]**

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

Having discussed the current plan and format it was agreed that the Clerk would amend the document to create a traffic light system including a section to include the date the action was submitted, the Councillor who requested the action and when each action had been closed. Also it was agreed that once a decision had been made thiswould be communicated with the public via Social Media Channels. **[AP]**

1. **Items for Discussion**
2. **Updates on Parish Initiatives**
3. Wilmington Village Fair 2022 – No report.
4. Christmas 2021- No event will be planned due to Covid restrictions.
5. Wilmington Big Clean - It was noted that the date for the ‘Wilmington Big Clean’ would be Saturday September 11th 2021 and Councillor Brown will create a flyer for the event which the Clerk would advertise via Social Media Channels and the Parish Notice Boards.

It was noted that that public would be invited back to Oakfield Park after the big clean for a picnic.

It was further noted that Joydens Wood would be holding a separate litter pick in conjunction with St Barnabus Church. **[AP]**

1. **2023 Boundary Review**

After a lengthy discussion it was agreed that a sub committee consisting of Councillors Allen, Garden and Pickersgill would be formed and a response would be created and distributed to all Members for comment prior to submission. **[AP]**

1. **Wilmington Centre- Rose Garden**

It was noted that Rose Garden has now been cut back with special thanks being given to Dartford Borough Council’s Contractors.

1. **Parish Clerk**

*To consider the exclusion of the press and public for the following items 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. **Community Message**

Having received a briefing paper prior to the meeting it was agreed that the Community Message could be released via the Council’s Social Media Channels. **[AP]**

1. **Public Bins**

It was noted that the Clerk had been in dialogue with Dartford Borough Council’s Waste Team and once the review had been completed the Clerk would report back to Full Council with the findings. **[AP]**

1. **Wilmington Chicken Shop**

It was agreed that the Clerk would contact the owner of the Chicken Shop to advise that the Parish Groundsman would maintain the area on a regular basis and to emphasize that the fence and the shrubs would not be removed. **[AP]**

1. **Wilmington Parochial Charity**

It was agreed that Councillor Mrs Tamlyn Jones would be the new representative for the Charity and the Clerk would update the Charities Clerk. **[AP]**

1. **Delegated Authority**

It was agreed that in the absence of an August Meeting of the Council, delegated authority to make a decision on any matter would be given to the Chairman and the Vice- Chairman in conjunction with the Clerk and should a decision be required on a financial matter it was agreed that the power be extended to include the Lead Member of Finance.

1. **Planning Applications for Consideration and to Note Any Comments or Observations submitted to the Planning Authority**

*Applications were considered with any comments already submitted to the Planning Authority noted. The Clerk was instructed to submit any comments or observations made on other Applications to the Planning Authority being* ***[AP]*** –

* + 1. **DA/21/00829/FUL- 1 Fearnheath Way**

Erection of a two-storey side extension with a part single/part two storey rear extension (revisions to previously approved planning permission. (DA/21/00051/FUL)

***No comments/ observations***

* + 1. **DA/21/00820/FUL- Lumbersland, Birchwood Road**

Refurbishment and extension of single dwelling house comprising: single storey rear extension, garage conversion, double storey rear/side extension, single storey front extension, double storey porch, replacement detached outbuilding, dormer windows to front and rear elevation to provide additional rooms in the roof space.

***No comments/ observations***

* + 1. **DA/21/00844/TPO- The Orange Tree, 6 Hawley Road**

T1 Acer pseudoplatanus – sycamore: reduce the crown of the tree by the selective removal of between 3-3.5 metres from the branch tips, in practice a reduction of leaf mass of approx. 25% (Height reduced from 15m to 11.5-12m and radial spread from 6-7m to 4-4.5m) and the epicormic growth around the main leaders to be removed T2 Acer pseudoplatanus - sycamore: feel to ground level subject to Tree Preservation Order No.3 1993.

***Comments submitted 8th June 2021- The Parish Council objects to the felling of T2 as the applicant has not provided any reason and it provides a significant green barrier between the applicant's licensed premises and the adjacent school.***

* + 1. **DA/21/00830/FUL- 13 The Close, Wilmington**

Demolition of existing dwelling, conservatory, garage and summer room and erection of a two-storey 6-bedroom house including rear dormer window to provide accommodation within the roof space.

***No comments/ observations***

* + 1. **DA/21/00887/FUL- 6 Manor Gate Lane, Wilmington**

Erection of a two-storey side extension.

***No comments/ observations***

* + 1. **DA/21/00208/FUL- Land and Stables South Of Puddledock Lane**

Erection of a 1 bedroom dwelling house with ancillary workshop on ground and first floor (retrospective).

***No comments/ observations***

* + 1. **DA/21/00919/FUL- Wilmington Cottage, Broad Lane, Wilmington**

Erection of a singly storey side extension

***No comments/ observations***

* + 1. **DA/21/00932/FUL- 26 Birchwood Road, Wilmington**

Erection of a single storey rear extension, detached garage & raised front boundary walls

***No comments/ observations***

* + 1. **DA/21/00944/FUL- Highview Oakfield Lane, Wilmington**

Erection of a single storey rear extension and front porch

* + 1. **DA/21/00959/CDNA- Heathside Nursery Leyton Cross Road**

Submission of details relating to the management of the approved B8 Use Class car and light goods vehicle storage use pursuant to condition 11 of planning permission DA/20/00475/COU for change of use of land and buildings to Use Class B8 (Storage & Distribution) (retrospective application)

**No comments/ observations**

* + 1. **DA/21/00968/FUL- Adjacent 18 Fearnheath Way, Wilmington**

Demolition of existing detached garage and erection of a two bedroom single storey detached dwelling with associated parking

***Comments submitted 13th July 2021- The Parish Council does not believe that the slight reduction in height compared to the previous refused application sufficiently addresses the previous concerns - the development being a visually obtrusive, overbearing and un-neighbourly form of development when viewed from the front of Nos 12, 14 and 16, - there still being excessive shadowing to the frontages of Nos 12, 14 and 16, all being bungalows which sit at a lower level to the proposed building, with some frontages being a mere 9 metres distant. Indeed the extension to the length of the building creates a longer area of potential shadowing, the increased width, which places the development closer to No 18, exacerbates the overbearing nature of the development, Bedroom 2 is directly adjacent to the now narrower passage to the main entrance of No 18; normal to-ing and fro-ing could create a noise nuisance to the occupants of this room. The replacement of the existing garage would still result in a loss of parking space for No 18, the frontage of which does not allow for parallel off-street parking of 2 vehicles The development would lead to the loss of a large garden property, reducing property choice within Joydens Wood. Additionally, the recent significant reduction in the frequency of buses to Dartford and West Kingston reduces the acceptability of access compared to that considered acceptable in the previous application. The use of this windfall site is unwarranted with the dis-benefits of the proposed development outweighing the benefit***

***Additionally the Parish is concerned that neither of the bedrooms may meet the National Space Standards.***

* + 1. **DA/21/01024/FUL- 1 Hook Green Farm, Hook Green Lane**

Erection of a detached outbuilding

***No comments/ observations***

* + 1. **DA/21/01023/FUL- 1 Hook Green Farm, Hook Green Lane**

Erection of a detached cart lodge garage

***No comments/ observations***

* + 1. **DA/21/00208(COU) now FUL- Land and Stables South of Puddledock Lane**

***Comments submitted 5th October 2021-The original build of a hay and feed store on this site within the Metropolitan Green Belt was entirely consistent with the expected agricultural/leisure features of any designated Green Belt. The increases in size and differences to external design of this replacement building to create, basically a private residence will remove the “county-side” features associated with a working hay and feed store and could replace them with the more urban features of an occupied private residence. Hence the development is considered to be an inappropriate development within the Metropolitan Green Belt and with no very special reasons given as to why the NPPF and Dartford Local Plan should be overridden."***

* + 1. **DA/00820/FUL- Lumbersland, Birchwood Road**

Refurbishment and extension of single dwelling house comprising: single storey rear extension, garage conversion, double storey rear/side extension, single storey front extension, double storey porch, replacement detached outbuilding, dormer windows to front and rear elevation to provide additional rooms in the roof space

***No comments/ observations***

1. **Chairman’s Updates**

None.

1. **Ward Matters Raised by Members**

Councillor Mrs Marilyn Peters attended the Parish Forum on 6th July 2021 and it was noted that another representative was required for the Forum as Cllrs Allen and Peters are there in their capacity as Dartford Borough Councillors.

It was agreed that Councillor Mrs Stacey Brown would become the new representative along with the Clerk.

It was noted that the Clerk would inform the Democratic Services Officer at DBC. **[AP]**

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

Decisions made by the Borough Council were noted being –

1. **DA/21/00150/FUL- 177 Summerhouse Drive, Bexley**

Permission granted

1. **DA/21/00524/FUL- 6 Garden Place, Wilmington**

Permission granted

1. **DA/21/00130/LBC- 113 High Road, Wilmington**

Permission granted

1. **DA/21/00399/FUL- 10 Birchwood Road, Wilmington**

Permission granted

1. **DA/20/01617/FUL- Maristow, Church Walk**

Permission granted

1. **DA/21/00189/FUL- Brawby, Stock Lane, Wilmington**

Permission granted

1. **DA/21/00666/TPO- 3 Birchwood Drive, Wilmington**

Consent refused

1. **DA/21/00640/TPO- Wilmington Grammar School for Girls**

Consent granted

1. **DA/21/00062/FUL- 156 Summerhouse Drive, Bexley**

Permission granted

1. **DA/21/00410/FUL- Wyvern, 14 Stock Lane, Wilmington**

Permission granted

1. **DA/21/00259/FUL- 23 Squires Way, Wilmington**

Permission granted

1. **DA/21/00700/FUL- 67 Oakfield Park Road, Wilmington**

Permission granted

1. **DA/21/00593/FUL – 10 Chave Road, Wilmington**

Permission granted

1. **DA/21/00683/FUL- 206 Birchwood Road, Wilmington**

Permission refused

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**

Other items received or actions taken were noted or endorsed as appropriate, being –

1. It was noted that a new swing had been ordered following vandalism at Chestnut Grove playground.
2. It was noted following a periodic inspection of the allotments, two tenants were reminded to maintain their plots as per their agreement and had since brough back up to standard.
3. It was noted that the litter pickers are still actively picking around Wilmington.

Signed ……………………

 Parish Chairman

Meeting concluded at 9.15pm.