WILMINGTON PARISH COUNCIL

**Minutes of the Meeting held on Wednesday 1st September 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 M Peters; Mr B Garden; Mr S Parsons, Ms T Jones and Mr J Beschizza.

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

Mrs S Brown, (Vice Chair); Mrs A Allen and Mr J Swift

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

None

1. **Public Participation**

No questions were asked or representations made.

1. **Minutes of the Previous Meeting**

The Minutes of the Meeting held on 7th July 2021 were approved and adopted as a true record.

1. **Actions Taken Following the Meeting held on 7th July 2021.**

The actions taken at the Meeting’ held on 7th July were noted being –

1. 13th July 2021- Report from Internal Auditor sent to Members via email. **[Agenda Item (7b)]**
2. 14th July 2021- Email sent to DBC Democratic Services Officer advising of the new Parish Form Representative Mrs S Brown **[Agenda Item 12]**
3. 14th July 2021- Letter sent **[Agenda Item (8b)]**
4. 15th July 2021- Contact made with Parochial Charity Clerk **[Agenda Item (9h)]**
5. 30th July 2021- Contact made with Wilmington Chicken Shop Owner **[Agenda Item (9g)]**
6. 2nd August 2021- Community Message released on Councils Website and Facebook page **[Agenda Item (9e)]**
7. 2nd August 2021- Comments submitted to Boundary Commission **[Agenda Item (9b)]**
8. 9th August 2021- Wilmington Big Clean Flyer released on Councils Website and Facebook Page **[Agenda Item 9 (a)]**
9. 12th August 2021- Signage ordered for Oakfield Park **[Agenda Item (8c)]**
10. 12th August 2021- Thanks sent to DBC Head of Legal Services **[Agenda Item 8 (b)]**
11. **12th August 2021-** Thanks sent to DBC Head of Legal Services **[Agenda Item (8b)]**
12. **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 30th June 2021 and 31st July 2021 were approved. **[NB]**

1. **Bank Mandate**

It was noted that the mandate change had been processed and the Clerk is waiting for the bank card to arrive.

Thanks was given to all involved.

It was further noted that as Councillors Peter and Swift had attended the bank on 14th July with the Clerk and successfully transferred funds then notice to withdraw from Cambridge and Counties Bank was no longer necessary. **[NB]**

1. **Insurance**

After a discussion it was agreed that The Council would like to proceed with the three-year option of renewal. **[AP]**

1. **Parish Lawnmower**

It was agreed that the Clerk could purchase a new lawn mower up to the value of £650 +VAT. **[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**

Having discussed the briefing paper at the meeting it was agreed that the current signage plus the three new signs that had been erected were sufficient and no further signs are required at present. **[NB]**

1. **Oakfield Park Pavilion Roof**

After a discussion Members gave details of local roofing contractors to the Clerk to contact for a quote. **[AP]**

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

It was noted that Ralt Leisure were out on site on the day of the meeting (1st September) to instal the bench and bin and once the invoice had been paid the Clerk she would send to the Council’s insurers for reimbursement. **[AP]**

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

It was noted that there was no update at present.

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

It was noted that although there had been no further incidents of antisocial behaviour the Clerk would continue to work with local Police where necessary and report any future incidents. **[AP]**

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

It was noted that the Clerk is in the process of updating the HIP plan and will send electronically before the October Meeting of the Council. **[AP]**

After a vote it was decided that the following items would be added to the HIP Plan

1. Zig Zag Markings ‘School Keep Clear’ at the entrance to Joydens Wood Schools, The Chenies and Wood Close
2. Give Way Sign at Squires Way and Woodside Drive
3. 30mph roundels to existing poles in Oakfield Lane between Heath Lane and Parsons Lane
4. Consideration for The Chenies and Wood Close to be assigned School Street Status
5. **Public Bins**

It was noted that the Groundsman is carrying out a review of the bins in Wilmington and that the Clerk would report back at the October Meeting of the Council. **[AP]**

1. **Items for Discussion**
2. **Updates on Parish Initiatives**
3. Wilmington Village Fair 2022 – Councillor Pickersgill is due to talk the Fair Committee and will report back at the October Meeting of the Council
4. Wilmington Big Clean - It was noted that the Big Clean flyer had been released and the Clerk and Cllr Brown had finalised all details for the day.
5. **Trees Oakfield Park**

Having discussed the briefing paper and the Council’s Tree Policy at the meeting it was noted that following the recommendation from SL Tree Care the two Ash Trees were healthy and safe and therefore it was not necessary for them to be cut back.

The Council agreed that if the resident would like to have the trees cut back then a small contribution would be made towards this.

The Clerk agreed to contact the resident and present the options available. **[AP]**

1. **Dartford Royals Football Club**

After a request from Dartford Royals Football to renew their agreement including the use of the Pavilion facilities for the coming season it was agreed by Full Council.

The Clerk agreed to present the new agreement to DR by the end of the month. **[AP]**

1. **Oakfield Park Damage**

It was noted the damage that had been caused by the ‘Nighthawkers’ was a concern and that the Clerk would continue to work with the Local Police and send a reminder via the Council’s Facebook and Website that Metal detecting is not permitted. **[AP]**

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

Demolition of existing house and outbuilding and erection of a detached replacement dwelling house.

***No comments/ observations***

* + 1. **DA/21/01107/COU- Eagle Farm, Rear of 95 High Road**

Change of use of land to traveller’s caravan site consisting of 4 No. pitches each containing 1 residential mobile home and associated development. As well as the construction of a new access road.

***Comments submitted 10th August 2021-* “*The Parish Council notes and understands that mobile homes and caravans which comply with the description in the Caravan Sites and Control of Development Act (1960) and the Caravan Sites Act (1968) on a parcel of land are not considered to be operational development and that it is the use of the land as a gypsy and travellers site which requires planning permission. The Parish Council considers the proposed change of use of the land at the rear of 95 High Road, Wilmington to be unacceptable. The site lies in the Metropolitan Green Belt in which, under the National Planning Policy Framework and Dartford Borough Council’s Local Plan, development is inappropriate except in very special circumstances which will not exist unless potential harm to the Green Belt by reason of inappropriateness and any other harm is clearly outweighed by other considerations. The Parish Council does not believe that ‘very special circumstances’ have been demonstrated to a level to outweigh the inappropriateness of the development. The Parish Council also – • considers that the proposed use of the land would have a detrimental impact on the adjacent residential community and the unacceptable loss of a space of value in the need to protect the openness of the Green Belt and • has concern as to whether the site has the ability to provide adequate vehicular access to the site. The Parish Council also requires the Planning Authority to ensure compliance with the Planning Policy for Traveller Sites 2015 definitions of ‘gypsies, travellers and showpeople’”.***

***The Council also notes that while the application specifies a Vehicle Parking requirement of 4 cars and 4 light goods vehicles, the site layout contains only 4 spaces and 1 visitor parking space.  With the expected need to accommodate the eight vehicles and other pieces of equipment normally required within a development of this nature, there will be a need for additional hard standing, which coupled with the physical presence of these vehicles, will result in further deterioration to the Green Belt scene.***

* + 1. **21/0113/FUL- 14 Clayton Croft Road, Wilmington**

Demolition of existing detached garage and erection of a two-storey side extension, single storey rear extension and front porch

***No comments/ observations***

* + 1. **21/01063/FUL- 26 Brackendene, Wilmington**

Erection of a single storey front extension, side canopy and all associated works

***No comments/ observations***

* + 1. **21/01198/FUL- 58 Birchwood Road, Wilmington**

Demolition of existing dwelling, erection of two storey dwelling, means of enclosure, associated landscaping, boundary treatment and parking area, provision of front wall and entrance gates. Erection of detached garage and detached garden building.

***No comments/ observations***

* + 1. **21/01200/FUL- 208 Birchwood Road, Wilmington**

Demolition of existing car port and rear conservatory and erection of a part one/part two storey rear and side extension, front porch, first floor front extension (revisions to the extension granted under DA/17/01886/FUL)

***No comments/ observations***

* + 1. **21/01238/FUL- 206 Birchwood Road, Wilmington**

Erection of a detached garage

***No comments/ observations***

* + 1. **21/01248/FUL- 32 Brackendene, Wilmington**

Erection of front boundary wall and gates (retrospective application)

***No comments/ observations***

* + 1. **21/01264/FUL- 14 Taylor Row, Wilmington**

Erection of a single storey rear extension

***No comments/ observations***

* + 1. **21/01241/FUL- The Orchards, 7 The Close, Wilmington**

Demolition of existing double garage block and rear conservatory and erection of two storey side extension, single storey rear extension. Removal of part existing roofs and proposed replacement part roof and alterations to windows at the rear.

***No comments/ observations***

* + 1. **DA/20/01514/LDC- Wilmington Hall Farm, Broad Lane**

Application for Lawful Development Certificate for existing use of the site as a yar for storage and maintenance of building material and equipment (Use Class B8)

**Comments submitted 9th September 2021- The Parish sees no differences in this application, so wish the original, representation as below to be considered.**

**The Parish Council objects to this application due to inadequate access to the site, the increased traffic congestion along Broad Lane and possibly use of the restricted width Hook Green Lane as an alternative route to/from the site**

**The proposed site layout does not include swept path analysis for the entrance onto Broad Lane.  It is the Council’s opinion that there is insufficient space on Broad Lane for ingress and egress for rigid 4 axle vehicles up to the maximum permitted 12 m, nor for articulated vehicles of up to 16m, both of which are likely to be used for a business of this type.**

**Recognising the bend and vegetation on Broad Lane to the west of the entrance, the visibility splays appear to be insufficient to allow safe large HGV egress, see attached Google Photos**

**The narrowness of Broad Lane with numerous pinch points does not an afford a suitable access for regular large HGV access to the site.**

**The additional traffic generated will exacerbate traffic congestion and pollution in an area close to 4 schools, in particular at the junction with Common Lane and will increase traffic dangers expose the**

**The extent of the proposed office, 10 desks and 10 seated conference area appears to be in excess of the amount of office space required to service a simple storage area, hence may generate further traffic over and above that that may be generated by the simple storage use and may not be consistent with approved use.**

**Given the nature of the equipment to be stored on apparently porous surfacing there is concern on possible surface soil contamination.**

**Given the possible height of the equipment to be stored on site there will be some adverse impact on the views from the adjacent Green Belt.**

* + 1. **DA/21/00916/COU- Wilmington Evangelical Free Church**

Change of use of the existing Mission Hall building (Class F1(f)) within the premises of the Wilmington Community Church site, to a Coffee house / Cafe (Class E(b)) with new glazed entrance door with canopy. As well as car parking provision and creation of a new access ramp.

***No comments/ observations***

* + 1. **DA/21/01309/FUL- 30 Brackendene, Wilmington**

Demolition of existing detached garage and erection double storey rear extension, single storey front extension, roof alterations with insertion of front gable and dormer to create additional rooms in the roof space, facade alterations.

***Comments submitted 9th September*-"*The area consisting of the eastern end of Brackendene and the adjoining roads of Dene Close and Birchwood Drive are characterized by a variety of detached bungalows and semi bungalows.  On the front roof of the semi bungalows, Velux windows are used for the habitable rooms within lofts, thus providing a smooth external roof frontage throughout the area. The proposed full height pitched-roof dormer style glazed entrance and similar window servicing loft accommodation are a complete contrast to the surrounding premises, hence the development neither retains nor enhances the character of this established residential area. The additional bulk created by the forward extension, and the significant straight sided full width lengthening of the loft area, including side facing windows, creates an unneighborly development, exacerbated by the use of multi coloured rendering/composite cladding in an area characterized by buildings of traditional London style brickwork. The side windows are likely to create a degree of overlooking on adjacent properties.***

***The Council notes the separate application on the same site (21/01310/FUL) for a large outbuilding. The block plans for this separate application utilize the footprint of the existing building, not the significantly extended one of this application. In itself, the block plan generates a false picture of the possible effect of this outbuilding. To fully appreciate the combined effect of both applications, the Council requests that they be treated together.  Consequently, the Council will not provide a separate representation for 21/01310/FUL, but requests full assessment of the impact of the size of this outbuilding on the immediate neighbours within the consideration of 21/01309/FUL.***

***In summary, this conversion of a 5 roomed property to one of some 10 rooms would appear to be an overdevelopment of the site, and a development out of keeping with the established 1960s character of the area."***

* + 1. **DA/21/01310/FUL- 30 Brackendene, Wilmington**

Erection of a detached outbuilding.

**Comments as above.**

* + 1. **DA/21/01311/FUL- 49 Squires Way, Wilmington**

Provision of a dormer window in front elevation in connection with providing additional room in the roof space and erection of a front porch.

***No comments/ observations***

* + 1. **DA/21/01334/FUL- 50 Clayton Croft Road, Wilmington**

Demolition of detached garage and erection of single storey side/rear extension

***No comments/observations***

1. **Chairman’s Updates**

Councillor Pickersgill advised that the office computer and printer had been playing up so after a discussion it was agreed that the Clerk would look replacement equipment and prices and report back to Full Council in due course. **[AP]**

1. **Ward Matters Raised by Members**

**Powder Mill Lane**

It was noted that a local resident had reached out to a Councillor with regards to the amount of rubbish items, rubble and gas canisters in Powder Mill Lane.

The Council have approached Dartford Borough Council’s Waste and Recycling Team for support and possible solution. **[NB]**

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/21/21/00510/FUL- 224 Birchwood Road**

Permission granted

1. **DA/21/00244/FUL- 44 Joydens Wood Road**

Permission granted

1. **DA/21/00025/FUL- 240 Summerhouse Drive**

Permission granted

1. **DA/21/00223/FUL- 66 Joydens Wood Road**

Permission granted

1. **DA/18/01118/FUL- Land rear of 2 Warren Road**

Permission granted

1. **DA/21/00784/FUL- 34 High Road, Wilmington**

Permission granted

1. **DA/21/00755/FUL- 100 Warren Road**

Permission granted

1. **DA/20/01598/FUL- 14 High Road, Wilmington**

Permission refused

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

Consent granted

1. **DA/21/00699/FUL- 64 Joydens Wood Road**

Permission granted

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

Permission granted

1. **DA/21/00507/FUL- 23 Chalet Close, Bexley**

Permission granted

1. **DA/21/00710/FUL- Sterling, Rowhill Road**

Permission granted

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

Permission granted

1. **DA/21/00718/FUL- Wilmington Manor Lodge, Parsons Lane**

Permission granted

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

Permission granted

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

Permission granted

1. **DA/21/00328/FUL- 228 Birchwood Road**

Permission refused

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

Permission refused

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

Permission granted

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

**DA/20/01120/OUT- 25 Chave Road**

Erection of 3-bedroom bungalow and detached single garage

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 the Groundsman had resighted an existing bin within Oakfield Park to the area of the park near the carpark where more rubbish is disposed of.

Signed ……………………

 Parish Chairman

Meeting concluded at 8.45pm.