

A G E N D A

MEETING OF DARENTH PARISH COUNCIL Wednesday 18 October 2023, 7:30pm

Jubilee Hall, Waller Park Pavilion, Wood Lane, Darenth DA2 7LR

The Chairman will remind the Meeting of the protocol regarding the audio and visual recording of any part of the proceedings. Anyone wishing to film events is required to declare their intention prior to commencement of the meeting.

184/10/23: TO RECEIVE APOLOGIES FOR ABSENCE

185/10/23: TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY OR PREJUDICIAL INTEREST

186/10/23: TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON WEDNESDAY 20 SEPTEMBER 2023

RECOMMENDATION: That the minutes be approved and adopted as a true record.

187/10/23: ITEMS FOR CONSIDERATION

The Chairman will announce his decision as to whether any items received for consideration since agenda production are suitably urgent to be discussed at the meeting and indicate their position on the agenda.

188/10/23: TO RECEIVE REPORTS FROM EXTERNAL AUTHORITIES; AGENCIES; COMMITTEES AND PORTFOLIO MEMBERS

- (a) **Borough Councillor Report**
- (b) **Streetlights update – verbal report**
- (c) **Friends of Darenth Country Park - verbal report**
- (d) **Borough & Parish Forum**

RECOMMENDATION: That all reports are noted, and any relevant outcomes are actioned as appropriate.

189/10/23: TO CONSIDER WRITTEN/VERBAL APPLICATIONS FOR THE OFFICE OF PARISH COUNCILLOR AND TO CO-OPT A CANDIDATE (BY MEMBER VOTE UNDER EXCLUDED ITEM 198/10/23) TO FILL THE EXISTING VACANCY IN LANE END WARD AS REQUIREMENTS TO HOLD A BY-ELECTION WERE NOT MET

Darenth Parish Council is permitted to exercise its power to co-opt a person onto the Council to fill the Lane End Ward vacancy as the requirements to hold a by-election have not been met. Following public notice of the vacancy, fewer than 10 registered electors requested an election by the specified deadline by responding to the Borough's Proper Officer.

Members are requested to fill the vacancy by co-option following Expressions of Interest for the role which have been provided to Members. The Clerk will confirm that each candidate qualifies to stand for the position. A vote will be held under the Exclusion of Press & Public and the successful candidate will be informed of the results by the Clerk on Thursday 19 October 2023, when arrangements will be made to complete the required documentation including a Declaration for the Acceptance of Office.

RECOMMENDATION: To consider co-option of a candidate to fill the vacancy for the role of Councillor in the Lane End Ward by way of majority Member vote held under the Exclusion of Press & Public.

190/10/23: TO NOTE UPDATE FROM DIGNITY GROUP HOLDINGS LTD IN RESPECT OF MABLEDON (CREMATORIUM) SITE

The Clerk and Council Members met with representatives from Dignity Group Holdings Ltd on 25 July 2023 to discuss breached access points and antisocial motorcycle behaviour at the Mabledon (Crematorium) Site. Primarily, the exposed openings to Darenth Country Park were deliberated.

With Member and resident concerns being considered, the resulting actions were confirmed by Dignity Group Holdings Ltd:

- Short-term security measures would be implemented in the form of increased mobile security presence together with exploration for providing enforcement powers to patrolling teams.
- Individual access points would be examined, and proposals made to increase security whilst providing accessibility to the public.
- Ecological studies would remain a presiding factor ahead of development commencement.

It was also confirmed that the company would be looking at revised costings for the project and would provide the Parish Council with a Programme of Works within six weeks of the meeting date. It was hoped the schedule would confirm a timetable for activities and a build start date.

A delayed follow-up was received on 26 September stating that:

- Mobile security patrols were to be increased.
- Representatives had met with external solicitors to discuss legal options.
- Project Managers were to provide an updated development timeframe.
- It was confirmed that contact providing more detail on these various elements would be made with the Parish Council in due course.

RECOMMENDATION: To note the update from Dignity Group Holdings Ltd.

191/10/23: TO APPROVE REVISED STANDING ORDERS (NALC MODEL) AND GRANTS & DONATIONS POLICY

- (a) Members are requested to approve revised Standing Orders to follow the recommended NALC Model.
- (b) To consider and approve a policy in respect of Grants & Donations together with submission form for applications.

RECOMMENDATION: To agree revised Standing Orders and implementation of new Grants & Donations Policy and Application Form as presented.

192/10/23: TO NOTE GROUNDS AND FACILITY REPORTS:

- (a) **Waller Park Annual Playground Inspection Report from The Play Inspection Company**
- (b) **Cleaning & Disinfection Water Certification Tests – Darenth Hall and Jubilee Hall from Primec Ltd**
- (c) **Calorifier Blow Down Test – Waller Park from Primec Ltd**

RECOMMENDATION: That reports in respect of Grounds and Facility Maintenance be noted.

193/10/23: TO FORMALLY NOTE RECRUITMENT OF NEW FACILITY COORDINATOR FOR DARENTH VILLAGE HALL FOLLOWING THREE-MONTH PROBATIONARY REVIEW

Following recruitment on 3 July 2023, the new Facility Coordinator has satisfactorily completed the three-month probationary period and has been formally offered and has accepted employment with the Parish Council.

RECOMMENDATION: To formally note permanent employment of the Facility Coordinator for Darenth Village Hall.

194/10/23: FINANCE

- (a) **To formally note approval of the Annual Governance and Accountability Return for 2022-23**
Members are asked to note conclusion of audit (Section 3) from external auditor Mazars LLP in respect of the Annual Governance and Accountability Return for the year 2022-23.

RECOMMENDATION: That Members note approval of the Annual Governance and Accountability Return for 2022-23 from the external auditor Mazars LLP.
- (b) **To note the second instalment Precept payment from Dartford Borough Council in the sum of £40,972.00 received on 29 September 2023**

RECOMMENDATION: That Members note the second Precept payment in the sum of £40,972.00.
- (c) **To agree monthly financial statement as at 30 September 2023.**
- (d) **To note budget position as at 30 September 2023.**
- (e) **To note annual membership subscription payment of £20.00 to the Darent River Preservation Society (DRiPS).**

RECOMMENDATION: That the finance records be agreed and noted.

(f) **Insurance Renewal**

To note receipt of renewal documents in respect of the Council's Insurance Policy and, having noted the introduction of playground cover in the sum of £12,200, to approve renewal of the Policy at a premium charge of £4,651.55.

RECOMMENDATION: That the policy be renewed on 9 November 2023, and the details noted.

195/10/23: PLANNING

(a) **To consider new applications**

Planning Reference	Location	Proposals
DA/23/01125/FUL	176 Coombfield Drive Darenth Kent DA2 7LH	Erection of first floor side extension
DA/23/01032/FUL	The Royal Express Green Street Green Road Darenth Kent DA2 8DP	Erection of mansard roof extension with front and rear dormers to allow for the creation of 1 No. one-bedroom one-person self-contained residential unit (C3) and internal alterations to the existing first floor flat
DA/23/01124/TPO	Kentwood House Nursing Home Darenth Road Darenth Kent DA2 7QT	Application to fell T1 - Ash with decay fungi and to fell T2 - Ash with ash dieback subject to Tree Preservation Order No.2 1985
DA/23/01096/FUL	1 Lunedale Road Dartford Kent DA2 6LR	Erection of side extension and garage conversion to convert single dwellinghouse into 2 No. dwellinghouses.

RECOMMENDATION: That the Clerk submits any comments or observations to the Planning Authority.

(b) **To note recent decisions made by the Planning Authority**

Planning Reference	Location	Proposals	Decision
DA/22/00047/FTWR	The Nursery Green Street Green Road Dartford Kent DA2 8DP	Erection of a single storey extension to link main dwelling and pool house and single storey side extension	APPEAL DISMISSED
DA/23/00651/FUL	70 Gore Road Darenth Kent DA2 6LY	Erection of a single storey rear extension	PERMISSION GRANTED
DA/23/00923/TPO	Ladies Wood Ladywood Road Darenth Kent	Application for T1 Sweet Chestnut - Castanea sativa and T2 Oak tree- To crown lift canopy extending over the	CONSENT GRANTED

		fence from the woodland - lift to leave to legal requirement of 5 metres above the highway subject to Tree Preservation Order No.6 1971	
DA/23/00907/FUL	St Fiacre Green Street Green Road Darenth Kent	Alteration to existing loft and roof to create a two- storey dwelling incorporating double storey rear extension new porch and removal of existing dormers	REFUSED TO PERMIT

RECOMMENDATION: That Members note recent decisions made by the Planning Authority.

- (c) **To consider new applications/recent decisions received after agenda publication**

RECOMMENDATION: To note recent decisions received after agenda publication and that the Clerk submits any comments or observation to the Planning Authority.

196/10/23: DATE OF NEXT MEETING

The proposed date for the next Meeting of the Council is Wednesday 15 November 2023.

197/10/23: EXCLUSION OF PRESS & PUBLIC

To consider the **exclusion** of the **press and public** for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the Public Bodies (Admission to Meetings) Act 1960, Section 1(2).

198/10/23: TO VOTE FOR PREFERRED CANDIDATE FOR THE OFFICE OF PARISH COUNCILLOR AND TO CONFIRM A CO-OPTION TO FILL THE EXISTING VACANCY IN LANE END WARD

199/10/23: TO RECEIVE UPDATE REGARDING COUNCIL OWNED LAND

200/10/23: TO CONCLUDE MATTERS IN RESPECT OF PARISH STREETLIGHTING