

BIDDENDEN PARISH COUNCIL

Minutes of the meeting of Biddenden Parish Council held on Tuesday 8 June 2010 at 7.30 pm in the Village Hall, Biddenden

Present: Cllr T Lupton (Chair) Cllr C Daly
Cllr A Barfoot Cllr V Evason
Cllr D Boulding Cllr H Richards
Cllr Mrs E Cansdale Cllr H Ruse
Cllr M Conway

Also present:

Cllr N Bell
Mrs A Swannick (Clerk)

The Chairman welcomed everyone to the meeting. He informed those present of the sad death of Cllr Judy Ashcroft and asked everyone to stand for two minutes silence to pay their respects.

He announced that the funeral would take place on Friday 11th June at 12 noon, followed by a private family service at Charing. There would be a gathering at The Nest at 2.30 pm which people were invited to attend.

The Council had sent a card and several councillors had offered a great deal of support, and the Chairman thanked those people. Ashford Borough Council had been informed of the situation.

1. **Apologies for absence**

Apologies had been received from Cllr Friend, who is on holiday, and PCSO Peel.

2. **Parishioners' questions**

Parishioner 1 said that there were several issues regarding the playing fields for the next football season. There were seven youth teams for next season ranging from 7 to 15 years of age, playing Saturdays and Sundays and they needed to use the fields. The parishioner also wanted to know what would happen regarding the storage facilities. The Chairman stated that the issue of the playing fields would be addressed later in the meeting and that the parishioner needed to speak to VHMC regarding the storage facilities.

Parishioner 2 read out a statement regarding both the treatment of the parishioner by the council and the attitude of the council towards the parishioner. Concerns were also expressed regarding a letter written by the former clerk. The parishioner also set out their concerns regarding publication of historical minutes, including items taken in closed session. The Chairman thanked the parishioner and asked that a copy of the statement be emailed to the Clerk, so that the concerns could be reviewed and addressed where appropriate.

Parishioner 3 raised concerns about the proposed development in Cheeslands. Concerns were expressed regarding surface/foul drainage and water supply pressure issues. The gardens of the houses in Glebelands are very low down. The proposed flats on the other side are situated on land which is higher and are, therefore, very high when you look up, therefore greatly overlooking the houses in Glebelands. The Chairman said that the planning application would be discussed during the meeting.

3. **Any Declarations of Interest in items on the agenda**

Declarations of interest were received as follows:

Cllr Mrs Cansdale	Prejudicial interest in the proposed Doctors' Surgery
Cllr Richards	Allotments
Cllr Conway	Proposed Doctors' Surgery

4. **Any changes to the Register of Members Interests**

One change was noted and the revised form given to the Clerk to be sent to ABC.

5. **Minutes of the meeting held on 11 May 2010**

The Clerk had circulated the unapproved minutes to all councillors together with a list of amendments made. The Chairman asked if there were any further amendments. There being no additional amendments, **it was agreed** that the minutes were a true and proper record of the meeting of 11 May. Proposed by: Cllr Richards Seconded by: Cllr Mrs Cansdale.

6. **Minutes of the Annual Parish Meeting held on 28 April 2010**

The Council was required to note the unapproved minutes as they could not be approved until the next Annual Parish Meeting. The Clerk had circulated a copy of the unapproved minutes to all councillors together with a list of amendments made.

One further amendment was made. In the Finance report, £15,000 should have been for the Information Shelter and not the car park.

It was agreed that once this amendment was made, the unapproved minutes would be available for circulation to third parties.

7. Matters for information not on the agenda

The Chairman stated that once the report had been received from Cllr Bell, item 15, Planning, would be moved up the agenda. The Doctor's surgery would be discussed at the appropriate time and a break taken straight after.

8. Report by Cllr Bell, Ashford Borough Council

Cllr Bell addressed the planning application for a development in Cheeselands. He had visited Glebelands when he realised how tall the proposed block of flats would be. He was supporting the development of 5 bungalows with a reduced height rather than the block of flats and would be grateful if the Parish Council would support this change.

With regard to the proposed Doctors' Surgery, Cllr Bell had been following the objections and noted the Highways report. Planning Officers will be looking at it.

The Chairman thanked Cllr Bell and stated that it was expected ABC would discuss the application on 21 July.

15. Planning – to note decisions and any plans tabled

Application No.	Location and Description	Decision
1. 10/00281/AS (PC) - Amended	Land South of 78-83 Cheeselands, Biddenden, Kent. Construction of 7 dwellings, consisting of: 2 x 2 bed bungalows, 2x2 bed flats & 3 x 1 bed flats and associated parking including extending and formalisation of the existing parking arrangements. Gull Planning Permission.	Reject due to height of the block of flats and would recommend the scheme is redesigned to consist of bungalows only.
2. 10/99523/AS	2 Monks Hill Cottages, Monks Hill, Smarden, Ashford, TN27 8QJ. Erection of wooden shed on concrete base. Full Planning Permission	Site Visit
3. 10/00576/AS	23 High Street, Biddenden, Ashford, Kent, TN27 8AL. Change of use from A1 to A2 (Estate Agency). Full Planning Permission	Support

Application No.	Location and Description	Decision
4. 10/0649/AS	Barnside, Sissinghurst Road, Biddenden, Ashford, Kent, TN27 8EX. Proposed new roof to provide additional rooms in roof space. Full Planning Permission	Site Visit
5. 10/00005/OLE	Washenden Manor, High Halden Road, Biddenden, Ashford, Kent, TN27 8DA. To replace existing open wire line with bundled conductor line using existing wooden pole support with no additional supports or increase in height. Electricity Act 1989 – Overhead Lines (Exemption) (England and Wales) Regulations 2009	Support
6. 10/00673/AS	Crittleshaw, Cloth Hall Gardens, Biddenden, Ashford, Kent, TN27 8AT. Renewal of planning consent 02/00703/AS for the erection of a new bungalow. Extension of Time Period Application	Support
7. 10/00679/AS	Great Batchelors Lodge, Sissinghurst Road, Biddenden, Ashford, Kent, TN27 8EX. Roof extension and conversion to provide two ensuite double bedrooms above existing bungalow. Property to remain a dwelling. Full Planning permission. Full Planning Permission	Site Visit
8. 10/00076/TC (DEL)	Field Cottage, Tenterden Rd, Biddenden, Ashford, Kent, TN27 8BB. T1 – Chestnut tree – to fell. Notification to carry out work to trees in conservation area	Support
9. 10/00610/AS	Numbers 9 and 11 High St, Biddenden, Kent. Erection of oak framed double garage. Full Planning Permission.	Support
10. 10/00751/AS	Roberts Farm, Smarden Road, Biddenden, Ashford, TN27 8QJ. Proposed wagon porch extension. Listed Building Consent	Support
11. 10/00750/AS (as amended)	Roberts Farm, Smarden Road, Biddenden, Ashford, TN27 8QJ. Proposed wagon porch extension. Full Planning Permission	Support

9. **Proposed Allotments**

The tenant agreement with the landlord had been received back from the Council's solicitor with several amendments. A draft agreement between the Council and the allotmenters had been sent to the Council's solicitors. This will be discussed with the allotmenters once the solicitor's comments have been received, and a proposal will be presented to Council.

A potential water supply for the allotments was being looked into. It would cost the Council approximately £100 pounds to obtain a quotation from South East Water, and their agreement to organise the quotation was required. **This was agreed.**

Information regarding a potential grant had been received from ABC, with a deadline for applications of 30th June 2010. **It was agreed** that an application should be submitted.

10. **High Street Southside Pavement**

A report had not been received from KCC. The Chairman had sent an email to Cllr Hill and was awaiting a reply.

11. **Quotations for the Gordon Jones Playing Field Car Park**

It was reported that two quotations had been received. Discussion took place regarding the car park and its funding as there was only a budget of £5100 for this work. The amount previously allocated to the PCSO contribution of £4776 could be used leaving a remainder of £454 to be paid. A maximum of £200 could come from the Recycling fund and £254 from the Millennium Field and Jubilee Meadow budget. On this basis **it was agreed** that the following work be done:

Entrance way speed hump to speed hump 56.1 sqm	£1600
North Edge of Car Park 40m	£2870
Middle of car park approx 112 sqm	£3360
Rear car park	£2500
TOTAL	£10330

Proposed by: Cllr Richards Seconded by: Cllr Cansdale

12. **Proposed Doctors' Surgery**

Cllr Cansdale left the room.

There is currently no further information on the proposed doctors' surgery. Progress can be seen on the ABC website. It is expected that the application will go before the Planning Committee on 21 July.

13. **Reports by Group Chairmen**

The Clerk had circulated reports in advance.

Car Park, Toilets and Post Office: The Clerk read out the report. It was additionally reported that the door to the ladies toilet was not locking at night and that the flush on the men's toilet had been fixed. Discussion took place regarding the cleaning of the toilets and **it was agreed** that a local cleaner should be found and an advertisement put up in the Post Office.

It was agreed that the original specifications for the toilets should be reviewed to check on the specification of the toilet flushing systems, as they appear to have inadequate capacity to keep the drains clear.

A report was given on the Post Office Rent Review and **it was agreed** that authorisation was given for the Deed of Variation to be signed and that Cllrs Barfoot and Lupton would sign it. Proposed by: Cllr Lupton Seconded by: Cllr Evason. All were in favour.

Millennium Field and Jubilee Meadow: No meetings had been held recently. There has been a problem with branches being sawn off trees and youths making fires on the field. The next time it happens, Cllrs Lupton and Richards will try and speak to those concerned.

Traffic and Pedestrians: The Clerk read out the report.

Gordon Jones Playing Field: The Clerk read out the report. It was noted that bark was needed for the children's play area. The two posts which had been removed have now been put back in, but appear to have been concreted. The ROSPA inspection is due in July.

It was noted that Tenterden Tigers had held a very successful tournament over the weekend of 5/6th June. The Clerk was requested to write to Tenterden Tigers confirming that they have now completed all their 2009/10 season matches, and have no more events booked.

A meeting with the Biddenden football clubs and the VHMC will be held to discuss pitch and storage allocation for the next season. This will also clarify if there is capacity on the field for any Tenterden Tigers teams to use the grounds.

Police Liaison: No meetings have been held.

KALC and Parish Forum: The Chairman reported he had attended the AGM of the KALC Ashford Area Committee. It is proposed to ask the new Chief Constable of Kent to address its December meeting. The likelihood of cuts to budgets and services at KCC and ABC level were discussed.

Youth: The youth club has started. PCSO Peel said children had been in touch with ABC about the Cheeselands play area.

It was reported that a representative from ABC had been in touch regarding activities for over 50's. This was to be followed up.

Recycling: Nothing to report. A meeting will be organised shortly.

Information Group: A report had been circulated. The Clerk outlined the process for highlighting amendments in historical minutes. A copy would be taken of the original minutes. Any amendments would be highlighted on the copy and scanned and put onto the website. The highlighted copy would then be filed along with the original minutes to show what had been done.

The Clerk reported that a Complaints Procedure and Media Policy had been drafted and forwarded to the Information Group for consideration, prior to submission to the Council for approval.

The Council expressed its appreciation of the assistance given by the late Councillor Ashcroft.

Webmaster: Nothing to report – all up to date.

Village Hall Management Committee: There had been an issue relating to the doctors' surgery held in the hall overrunning into badminton time, but it was reported that a solution had been put to the doctors. The football clubs were now attending the meetings.

14. **Finance**

- a) The schedule of payments was approved for payment.
- b) Post Office Rent Review: As discussed in item 13 above.

16. **Correspondence**

The Chairman stated that one item of correspondence relating to a complaint made to the Monitoring Officer would be taken in closed session.

Councillors were asked if there were any comments on any of the correspondence received or sent. A comment was made regarding a letter from RPA and the CPH number as it appeared that they had put Biddenden in a different Parish. Enquiries were being made.

17. **Items for future consideration**

- a) The August Council meeting. To review the need for the August Meeting given holiday commitments.
- b) Repairs to brick bus shelter roof

- c) Requesting drop curb near Turners stores
 - d) The village sign refurbishment.
18. **Next meeting:** Parish Council meeting, Tuesday 13 July 2010
at 7.30 pm in the Village Hall, Biddenden

The Chairman asked parishioners to leave the meeting so that the Council could discuss an item of correspondence in closed session.

Closed Session

16. **Correspondence**

The Chairman stated that a letter had been received from the Monitoring Officer regarding a complaint lodged by a parishioner, and requesting the Council to consider issuing an apology. Copies of the correspondence received by the Clerk had been circulated to all councillors.

It was reported that the Clerk had spoken with the Monitoring Officer, and consulted with KALC

The Chairman consulted each councillor and **it was unanimously agreed** that the Chairman, in line with the advice of the Monitoring Officer, should write a letter of apology to the Parishioner. The letter would be drafted and further advice sought to ensure it was appropriate.

Proposed by: Cllr Richards Seconded by: Cllr Barfoot

The meeting concluded at 10.00 pm

Alison Swannick
Parish Clerk

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