

## BIDDENDEN PARISH COUNCIL

### Minutes of the Biddenden Parish Council Meeting held on Tuesday 13 July 2010 at 7.30 pm in the Village Hall, Biddenden

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

Mrs A Swannick (Clerk)  
Cllr N Bell, ABC Biddenden Ward Councillor

Five parishioners attended.

1. **Apologies for absence**

Apologies were received from Cllr M Conway.

2. **Parishioners' questions**

There were no questions from parishioners.

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

The following declarations were received:

Cllr Mrs E Cansdale	Prejudicial interest, proposed doctors' surgery
Cllr H Richards	Allotments

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

There were no changes to the Register of Members' Interests.

5. **Minutes of the meeting held on 8 June 2010**

Amendments to the unapproved minutes had been circulated to Councillors prior to the meeting. There being no further amendments to the minutes, the minutes were approved as being a true and proper record of the meeting. Proposed by: Cllr H Richards and seconded by Cllr H Ruse.

8. **Report by Cllr Bell, Ashford Borough Council**

Cllr Bell reported that the application to build in Cheeslands to the original

design had been turned down. The Planning Committee requested a revised design consisting of bungalows only and no flats be re-presented. Ashford Borough Council is, to-date, the only council from which funding has not been taken away and so there are concerns that funding might be cut, which is why the planners would like to move to a swift conclusion.

The application for the proposed doctors' surgery is going before the Planning Committee on 21 July 2010, and officers are recommending approval.

Cllr Bell reported that he had met some residents at Woodlands and hoped that ABC officers would take more notice. He is to brief Cllr Evason on discussions.

The Chairman asked if there were any questions for Cllr Bell. There were no questions and the Chairman thanked Cllr Bell for attending the meeting.

#### 8. **Proposed Allotments**

A paper detailing a meeting with the Allotment Association had been circulated to all Councillors.

It was reported that the total cost for the whole project, excluding VAT is currently estimated to be £6782. With VAT this figure rises to just under £8,000. There was currently £5,500 allocated to the project in the budget. A grant had been applied for to cover half the cost, and the result would be known at the end of the month. It was hoped that a submission would be made to Council in September to approve the project so that work could start in September to get the plots ready for planting in the spring.

Discussion took place on financing of the project. **It was agreed** that the Finance Committee would look at the financing of the project, prior to the September Council Meeting. **It was agreed** that the Chairman would approach Cllr Hill to see if there was any money available for this project.

#### 9. **High Street Southside Pavement**

A Status Brief Note from Kent Highways had been received and circulated to all Councillors. Discussion took place regarding the proposed materials and **it was agreed** to wait for the consultation process to be completed and that samples of stone be requested for viewing at the appropriate time.

#### 9. **Help The Heroes Event**

The Chairman closed the meeting to allow Mr Finnan from Help the Heroes to detail arrangements for the event.

The event is due to take place on 3-4 September. There is to be a 24 hour

squashathon. The event will be supported by the army and the navy. There will also be other non-related squash attractions such as a static falconry display. There will be a small charge for a hog roast. The event is non-profit making. There will be an article going into the parish magazine.

It is hoped that there will be enough parking around the back and side. Headcorn ATC will come and assist with the car parking. The Parish Council Chairman stated that this needed a little more consideration.

The meeting was re-opened.

The Chairman asked if there were any questions on any points. There being no questions **it was agreed** to waive the fee for the use of the Gordon Jones Playing Field. **It was agreed** that Cllr Richards would discuss the car parking arrangements with Mr Finnan and the squash club.

#### 11. **Complaints procedure**

The draft complaints procedure had been circulated to all Councillors for consideration. **It was agreed** that the procedure be adopted. Proposed by: Cllr C Daly. Seconded by: Cllr D Boulding. All were in favour.

#### 12. **Media Relations policy**

The draft policy had been circulated to all Councillors for consideration. **It was agreed** to adopt the policy. Proposed by: Cllr V Evason. Seconded by: Cllr Mrs E Cansdale. All were in favour.

#### 13. **John Mayne School Governorship (4 year appointment)**

A letter had been received from the Clerk to the Governors at the school asking the Council to make an appointment to replace the position of Community Governor held by the late Cllr Ashcroft. Cllr Ruse was coming to the end of his term as a Governor, and the Chairman of Governors had suggested that Cllr Ruse might take this position to ensure continuity. **It was agreed** to appoint Cllr Ruse as Community Governor. Proposed by: Cllr Mrs E Cansdale. Seconded by: Cllr H Richards. All were in favour.

#### 14. **Proposed Doctors' Surgery**

There was nothing to report. The planning application for the doctors' surgery was to go before the ABC Planning Committee on 21 July 2010. The Chairman asked if there were any questions – there were none.

## 15. Reports by Group Chairmen

### *Car Park, Toilets and Post Office:*

The Clerk had circulated a report to all Councillors, and read the report to the meeting.

***Millennium Field and Jubilee Meadow:*** It was reported an offer had been received in the sum of £100 for the hay from the Millennium Field. It was reported that the Rural Payments Agency had changed the council's CPH number and therefore Animal Health had requested details of cattle movements. Cllr Richards had not been able to find anyone to graze cattle on the field so had been in touch with the RPA to put the cattle under the umbrella of his number. A licensing agreement for the grazing will be drawn up.

Concern was expressed that the Council needed to formalise the access arrangements for the school path, and for school access to the new dipping pond and study area. **It was agreed** that Cllr Richards should seek advice regarding a licence agreement and also contact Natural England regarding formalising arrangements for permissive paths and access within the Council's Entry Level Stewardship Scheme.

***Traffic and Pedestrians:*** The Clerk had circulated a report to all Councillors. Questions were raised regarding potholes in The Meadows, Benenden Road and Fosten Lane, which councilors thought was supposed to have been resurfaced. These items are to be followed up.

A copy of the speed survey had been circulated. It was reported that the speed sign would be back in September. The question had been asked about putting the speed sign elsewhere. However, currently it can only be reversed in its current location. A new post would need to be put in elsewhere to re-site it. The clerk is to forward a colour copy of the survey to Councillors.

### ***Gordon Jones Playing Field:***

Notes of a meeting with the Biddenden Football Teams, BPC and VHMC were circulated to all Councillors.

It was reported that the meeting was very productive. Pitch allocation has been done and marked out leaving the cricket square free. Fees were discussed and agreed between all parties.

At the last meeting the Council made it clear that they wanted to consider how and if Tenterden Tigers could be accommodated into the pitch schedules. However, since then it has become clear that it will not be possible to share the facilities. The Chairman summarised the reasons from the paper circulated. It

was concluded that Tenterden Tigers would not be able to use the fields for the coming season. They had requested to use the fields for 4 and 5 June 2011 for their annual tournament, but local clubs want to run a fundraising tournament at the same time, and **it was agreed** that the request from Tenterden Tigers be declined.

It was proposed to accept the recommendations from the meeting between BPC, VHMC and the Biddenden Football Clubs, as set out in the circulated in the paper and the recommendation that Tenterden Tigers should not be allowed to hire the field for 4 and 5 June 2011. Proposed by: Cllr C Daly. Seconded by: Cllr D Boulding. All were in agreement.

It was reported that work on the car park would be started once the school holidays started. Cllrs Friend and Evason would sign off on the work before payment was made.

The play area was discussed and it was noted that bark needed to be ordered and a quote had been obtained at £42 per cm, and 20cm would be required. Discussion took place about taking away the fencing from the older section. The RoSPA inspection was due and **it was agreed** to await receipt of the inspection report before doing anything.

***Police Liaison:*** A letter had been received from Kent Police Authority.

***KALC and Parish Forum:*** The next meeting is 21 July 2010.

***Youth:*** The youth club has now broken up for the summer holidays.

***Housing:*** The available house has been allocated to a local family.

***Recycling:*** A meeting is to be held soon.

***Information:*** The Information Group report was read out. The issue of the publication of closed session minutes was considered. **It was agreed** to adopt the report and the proposed remedial actions. Proposed by: Cllr H Richards. Seconded by: Cllr C Friend. Unanimous.

There is also a vacancy on the group due to the death of Cllr Ashcroft. **It was agreed** that this item be on the agenda for the next meeting.

***Webmaster:*** All up to date.

***Village Hall Management Committee:*** Nothing to report.

## 16. Finance

- a) **Approval of cheques for payment:** All cheques were agreed for payment except for BTCV as the clerk was requested to find out more about the scheme and to ensure all parties were happy to continue in their positions as Tree and pond wardens. Proposed by: Cllr H Ruse. Seconded by: Cllr H Richards.
- b) **Post Office Rent Review:** The final version of the Deed of Variation was still awaited from the solicitors.

**Letter from Internal Auditor:** The auditor had written a management letter to the Chairman in which he stated that he felt that the accounts system was too complicated and recommended Scribe accounting package for. **It was agreed** that this item be referred to the Finance Committee.

The water charging system for the Gordon Jones Playing Field needs to be revisited and **it was agreed** to write to the VMHC to follow this up.

## 17. Planning

	<b>Application No.</b>	<b>Location and Description</b>	<b>Decision</b>
1.	10/00006/OLE	Overhead line, Park Farm, Frittenden road, Biddenden, Kent. The construction of a 100VA PMT on existing High-Voltage (HV) pole 724790 and construction to Low Voltage (LV) pole 881569 by 95 Arial Bundle Conductor (BC) overhead lines. Refurbishment of LV cable between pole 881569 and 881568 with 95 ABC lines.	Support
2.	10/00750/AS & 10/00751/AS	Amended consultation to 10/00750/AS. Roberts Farm, Smarden Road, Biddenden, Ashford, TN27 8QJ. Proposed wagon porch extension. Full Planning Permission	Support
3.	10/00660/AS	7 Church View, Biddenden, Ashford, Kent, TN27 8EB. Single storey rear extension & conservatory. Extend existing drop kerb. Full Planning Permission	Support
4.	10/00680/AS	10 The Weavers, Biddenden, Ashford, Kent, TN27 8AP. Change of use of agricultural land to rear to be included within residential garden. Full Planning Permission.	Support
5.	10/00570/AS	Washenden Manor, High Halden Road, Biddenden, Ashford, Kent, TN27 8DA. New pitched roof to existing flat roofed dormer to rear roof slope. Listed Building Consent	Support

Application No.	Location and Description	Decision
6. 10/00780/AS	Fredith Farm, Tenterden Road, Biddenden, Ashford, Kent, TN27 8BJ. Erection of replacement secure store for agricultural machinery to replace previous damaged building. Full Planning Permission	Site visit carried out. Support
7. 10/00876/AS	Numbers 7 9 and 11, High Street, Biddenden, Kent. Demolition of a section of garden wall attached to a listed building to rear of property. Listed Building Consent.	Support

The meeting was closed to ask a parishioner about their planning application. Once discussed the meeting was re-opened.

#### 18. Correspondence

It was noted that the Parish Council had now received permission from ABC to move towards co-opting a new Councillor. The Clerk was requested to place an advert for the post. Selection will take place at the September Council Meeting.

An email had been received from Kent Police (papers circulated to Councillors) stating that concern has been raised over accounts used in respect of the relocation of Biddenden Post Office. The Chairman reported he had spoken to the Detective Sergeant and a meeting had been arranged for 20 July with the Chairman and the Clerk to review the Council's bank statements and accounts. It was also reported advice had been obtained from KALC. The police have confirmed that they are aware of the Council's correspondence with the Audit Commission, and have been in touch with the Audit Commission. Their inquiry is a separate investigation.

The Clerk reported that the Audit Commission had indicated verbally that they were satisfied with the Council's response of 17<sup>th</sup> May 2010 concerning the Bank Account of Biddenden Post Office Liaison Group/Committee and do not propose to take any further action. They will be writing a letter shortly to confirm this.

Angley School has requested funds for a small load tractor. **It was agreed** not to make a donation.

#### 19. Arrangements for 10 August 200 meeting

**It was agreed** that a meeting in August was not required. Proposed by: Cllr Mrs E Cansdale. Seconded by: Cllr H Ruse.

20. **Items for future consideration**

- a) Thought needs to be given to what the Parish wants to do for the Diamond Jubilee in 2012.

21. **Next Meeting:** Parish Council meeting, Tuesday 14<sup>th</sup> September 2010 at 7.30pm in the Village Hall

There being no other business the meeting closed at 10.00 pm

Alison Swannick  
Parish Clerk

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