



**6. To note the unapproved minutes of the Annual Parish Meeting held on 10 May 2011**

The minutes of the Annual Parish Meeting held on 10 May 2011 were noted. As they cannot be approved until the 2012 Annual Parish Meeting and as there were no amendments it was **RESOLVED** to display the unapproved minutes. Proposed by: Cllr J Tydeman      Seconded by: Cllr C Daly. It was **agreed unanimously**.

**7. Matters for information not on the agenda**

The Clerk outlined the co-option and voting process. It was noted that an additional clause to the standing orders be considered to allow for voting by ballot when selecting candidates for co-option to the council at the Extraordinary meeting on 21 June.

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

Cllr Bell had sent his apologies.

**13. Consideration of style of Minutes**

After consideration of the style of minutes, **it was RESOLVED** to produce Resolution Minutes similar in style of Headcorn Parish Council. Proposed by: Cllr H Ruse  
Seconded by: Cllr C Daly

Discussion took place regarding the minuting of Parishioners' Questions. Parishioners were asked their views. **It was RESOLVED** to note the subjects raised rather than the full discussion.

**2. Parishioners' Questions**

The following issues were brought up by parishioners present:

- a) Wealden Times Midsummer Fair site. ABC had given permission for the event and parishioner was unhappy that the venue was not suitable given the road.
- b) The state of the High Halden Road. Cllr Friend to speak to Kent Highways.

**9. CCTV**

A re-quote has been requested regarding the repositioning of cameras.

**10. High Street South side Pavement**

An email had been received stating that funding for the project had been approved.

Three areas in this location have been damaged. Kent Highways have no Betersden Marble in stock and are investigating where to source it. In the meantime temporary repairs have been carried out (an urgent make safe job with temporary sand/cement). These repairs are temporary and there are no plans to carry out any further works at the

moment as there is a scheme to be carried out shortly to relay the footway with Bethersden Marble

## **12. Internal Review**

It was reported that the Internal Review regarding the Council's handling of a Parishioners Freedom of Information request for information regarding the Information Group had been completed and sent to the Parishioner. The Council noted the report.

## **14. Proposed Planning Committee - Terms of Reference and Membership**

Councillors considered the paper circulated. **It was RESOLVED** to adopt the new structure, Terms of Reference and Membership. Proposed by: Cllr C Friend Seconded by: Cllr D Boulding.

## **15. Reports by Clerk, Group Chairmen and Parish Council Representatives**

***Car Park, Toilets and Post Office:*** The toilets have been flooding due to a blocked urinal and sinks. A plumber has been called several times to resolve the problem. The lock on the ladies door has been bent again, preventing it from shutting. The Clerk is trying to find a builder willing to undertake work on and quote for metal doors. An electrician has been asked to fix the light in the disabled toilet as it is shorting when switched on.

The annual rent review for the Post Office takes place at the end of June. Under the terms of the lease the rent increases by RPI. This will be the last increase in the rental before the lease expires in June 2012.

***Millennium Field and Jubilee Meadow:*** The entry level stewardship scheme is due for renewal on 30 November and this will be renewed. Tenterden Tigers held a football tournament 11 and 12 June and used the Jubilee Meadow to park.

In line with the Jubilee Meadow Group recommendations, the grazing on the Jubilee Meadow has been let out to Hugh Richards on the same terms as in 2010.

It is planned to sell the hay on the Millennium Field. The Clerk was asked to contact the person who bought it last year to finalise arrangements.

### ***Traffic, Pedestrians and Footpaths.***

A drain / gully cover in the North side pavement in the high street outside the Red Lion pub has come loose and is sticking up and one lady has already tripped up and hurt herself. The cover is situated in the Bethersden Marble area of the pavement. An inspector has been out and an order made for repairs to be carried out.

High Halden Road from the junction of the Tenterden Road to the junction of the unnamed road approx ½ mile from the Tenterden Road is in a terrible state. No sooner have some potholes have been patched up, more appear and the sides of the road have some very deep holes. Ideally the entire stretch of this section of road should be re-surfaced but failing that a major set of repairs should be carried out. Kent Highways have replied that this road had not been put forward for resurfacing, but that a Highways inspector has been out and an order raised for safety repairs to be carried out.

The small green at the junction of Fosten Lane and The Sissinghurst Road is being gradually eroded with traffic doing U turns etc. There are, at the moment, some reflective posts on the Sissinghurst Road side of the green and Kent Highways were asked it would be possible to surround the whole green with the same sort of post to keep traffic from cutting over the grass. Kent Highways have replied that the Highways Inspector has come up with a possible solution to this and would like to meet Cllr Friend on site to discuss it. Date to be arranged.

***Footpaths:*** A request was recently received regarding the footpath from Glebelands to Cheeslands and the fact that the weeds were taking over making it difficult to use the disabled handrail. This path has now been cleared and is safe to use.

On the footpath from the Meadows towards Ongley there have been problems, and John Wheadon has offered to lay road finings. He would provide his labour free of charge and the machinery. The finings would be approx £7.50 per tonne. **It was agreed** that the Council would pay up to £100 for this work upon production of an invoice.

***Gordon Jones Playing Field and Play Area:*** A branch from an oak tree has fallen down near the football pitches and arrangements have been made to have it removed.

A meeting to discuss the play area is still to be arranged. It is suggested that this might be help once the new councillors have been co-opted.

Cllr Ruse had met with Abbott Holliday to look at the Squash Club embankment. A report is now awaited.

The Play Area is due to be inspected in July.

An email has been sent to the VHMC regarding the water provision on the Gordon Jones playing field and a meeting suggested. **It was agreed** that the Clerk and Cllr Friend would attend.

Biddenden Junior Football Club had been asked to pay for the use of the Gordon Jones Playing Field for their coaching sessions with Brighton & Hove and a friendly match outside of their agreement dates. Their season runs from September to 15 May. They have said that they may be unable to hold the coaching session if they have to pay. **It was agreed** that all groups, clubs and similar bodies should submit approved accounts when seeking assistance from the Council, with financial implications. **It was agreed** that the Clerk ask Biddenden Junior Football Club to forward their approved accounts.

**Police Liaison:** Nothing to report.

**Planning and Local Housing:** A site visit was undertaken on a planning application (see planning schedule) but the application was withdrawn by the applicant. A two bedroom house has become available for sale in Sandeman Way with English Rural to a local person. Posters have been put up on the notice boards and in the Post Office.

**Recycling:** The Council has now received £ 3,253.12 in recycling credits for 2010/1. This is slightly more than the £3,153.44 received last year. An advert will be placed in the September Parish Magazine and on village notice boards for applications (closing date 30<sup>th</sup> September). It is hoped to make the first distribution in October, the balance will be distributed in early 2012. £500 of the last year's fund have been set aside in case funds are needed for the Jubilee Celebrations

**Jubilee Celebrations:** Cllr Daly reported that he would be running a street party with the help of the school. **It was agreed** that it was not a BPC responsibility.

**Village Hall Management Committee:** The VHMC held its AGM on 19<sup>th</sup> May, there was no PC representation due to the Chairman (and PC Trustee) being on holiday at the time.

## 16. Finance

**Approval of cheques for payment:** Payment of the items detailed on the schedule were put forward for agreement. Proposed by: Cllr C Daly Seconded by: Cllr David Boulding. **It was unanimously agreed.**

**Audit Commission Annual Return:** It was **RESOLVED** to accept the Annual Return as set out in the notes. Proposed by: Cllr C Friend Seconded by: Cllr H Ruse.

**Note Unapproved Finance Committee Minutes of 7 June 2011:** The unapproved minutes were noted and **it was** agreed to put the unapproved minutes on the website.

It was **RESOLVED** that the Clerk review the Asset Register with Cllr Cansdale and identify and note the location of items.

The Clerk was asked to contact the Insurer with regard to the reason why subsidence was not included; would there be a reduction in the premium if the policy excess on general items was increased from £125 to £500. The Clerk was asked to check with other parishes how they valued their assets. The Clerk was asked to check with NatWest what their guaranteed limit was regarding money held in accounts.

It was **RESOLVED** to appoint Mr W J Collins as Internal Auditor for 2011/12.  
Proposed by: Cllr D Boulding Seconded by: Cllr H Ruse. **Unanimous.**

**17. Planning – to note decisions and any plans tabled**

Case No	Parish	Location and Description	Decision
<a href="#">11/00543/AS</a>	Biddenden	<b>Fosten Green Cottage, Cranbrook Road, Biddenden, Ashford, Kent, TN27 8ER</b> Erection of detached outbuilding consisting of 2 no garage bays, workshop and storage/games room	<b>Support</b>
<a href="#">11/00519/AS</a>	Biddenden	<b>North Street Farm, 1 Headcorn Road, Biddenden, Ashford, Kent, TN27 8JA</b> Replace 20 decayed timber windows	<b>Support</b>
<a href="#">11/00520/AS</a>	Biddenden	<b>North Street Farm, 1 Headcorn Road, Biddenden, Ashford, Kent, TN27 8JA</b> Alterations and two-storey rear extension to form first floor bathrooms and ground floor utility and breakfast room	<b>Support</b>
<a href="#">11/00623/AS</a>	Biddenden	<b>Frogs Hall Farm, Sissinghurst Road, Biddenden, Ashford, Kent, TN27 8EX</b> Creation of new extension to provide en-suite bathroom for principal bedroom, installation of conservation roof light in its place	<b>Support</b>
<a href="#">11/00626/AS</a>	Biddenden	<b>Frogs Hall Farm, Sissinghurst Road, Biddenden, Ashford, Kent, TN27 8EX</b> Creation of new extension to provide en-suite bathroom for principal bedroom, removal of existing dormer over lobby and installation of conservation rooflight in its place	<b>Support</b>

Case No	Parish	Location and Description	Decision
<a href="#">11/00631/AS</a>	Biddenden	<b>Fallow Acre, Swarden Road, Biddenden, Ashford, TN27 8JT</b> Removal of agricultural occupancy condition	<b>Support</b>
<a href="#">11/00641/AS</a>	Biddenden	<b>Fernwood, Cranbrook Road, Biddenden, Ashford, Kent, TN27 8DY</b> Application for Lawful Development Certificate - existing - residential use in breach of agricultural occupancy condition attached to permission WE/8/65/99B	<b>Support</b>
11/00290/AS (DEL). Amended Consultation to the proposal description only	Biddenden	<b>Three chimneys Stud, Hareplain road, Biddenden, Ashford, Kent, TN27 8LW.</b> Change of use of land to a mixed use of horse grazing and a residential caravan site for one gypsy family with 1 No. static caravan and 1 No. touring caravan <b>***gypsy status***</b>	<b>Support</b>
<a href="#">11/00694/AS</a>	Biddenden	<b>White House Farm Bungalow, Hareplain Road, Biddenden, Ashford, Kent, TN27 8LN</b> Erection of single storey side and rear extensions	<b>Support</b>

#### TREE APPLICATION

Case No	Parish	Location and Description	Decision
<a href="#">11/00080/TP</a>	Biddenden	<b>15A Cedar Lane, Biddenden, Ashford, Kent, TN27 8BT</b> T1 - Hornbeam - reduce lateral branches by 20% and remove deadwood, T2 - Hornbeam - coppice to ground level, T3 & T4 - Oak - to remove deadwood (exempt)	<b>Support</b>

#### 18. Correspondence

The Correspondence schedule was noted. Councillors were asked if they would like to attend the Planning Training at ABC. Cllr Daly agreed to attend.

#### 19. Items for future consideration

- 21 June: Review the Sanding Order for the co-option election process to allow use of a ballot.
- 12 July: Review the membership of the council's Working Groups
- 12 July: Review the Council's decision to move the beacon
- 12 July: Staffing (closed session)
- 12 July: Review of Complaints Procedure
- 12 July: Review of Data Protection Policy

The Chairman thanked parishioners for attending and closed the meeting, asking all members of the public, press and media to leave.

**11. Doctors Surgery**

Discussion took place regarding whether a councillor, who had held private meetings with the Doctors with the intention of supporting the surgery build, should declare an interest. The councillor would not declare an interest as he did not believe that he did have an interest to declare. He said that he would resign. Other councillors asked him not to resign and the Chairman asked him to consider the matter overnight. The councillor left the meeting.

The Clerk updated the meeting on the current position.

It was **RESOLVED** that the Clerk write to the doctors restating the Council's support for the surgery and suggesting an informal meeting.

**20. Date of Next meeting:** Extraordinary meeting 21 June 2011 to select three co-optees, 7.30 pm in the Village Hall

Parish Council meeting, 12 July 2011 at 7.30 pm  
in the Village Hall

*All Welcome*

The meeting closed at 10. 20 pm

Alison Swannick      01580 890750  
Parish Clerk