

BIDDENDEN PARISH COUNCIL

APPROVED MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 10 JULY 2012 AT 7.30 PM IN THE VILLAGE HALL, BIDDENDEN

Present: Cllr T Lupton (Chair) Cllr B Hewitt
Cllr E Cansdale Cllr A Lidgett
Cllr C Friend Cllr J Tydeman

Mrs A Swannick (Clerk)

1. Apologies for Absence

Apologies were received from:

Cllr D Boulding due to business commitments
Cllr P Harris due to holiday commitments
Cllr N Hunt due to illness
Cllr H Ruse due to personal commitments
Borough Cllr N Bell

2. Parishioners Questions

The applicant of planning application [12/00709/AS](#) explained that the plans had changed from those originally put forward. The exterior would remain identical but the house would now be split into two dwellings.

A parishioner reported on the success of the Community Led Plan business meeting held at Biddenden Vineyard on 19th June. It was attended by 26 people. Issues raised included the isolation of business in the community; affordable houses going to non-local people; the lack of bus services going west to Tunbridge Wells; tourism; parking for the shops (80% of trade is passing and 20% local trade); Drs Surgery; Broadband.

3. Any declarations in items of interest on the agenda

There were no declarations of interest.

4. Any changes to the Register of Members' Interests

A copy of the new Declarations document had been circulated. The Clerk asked that if a councillor present had not already printed this document off and completed it as

previously circulated they were asked to complete it and return it to the Clerk at the end of the meeting. This process is necessary due to the introduction of the Localism Act and the requirement for the new declarations to be completed as of 1 July 2012. The Clerk needed to return the newly completed forms to the Monitoring Officer. Those who had already given apologies had been sent a stamped addressed envelope to return their forms to the Clerk in and those who had given apologies after the papers had been given out would be contacted separately.

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

5. Minutes of the Parish Council Meeting held on 12 June 2012

Amendments to the minutes had been circulated. There being no further comment or amendments to the minutes, the minutes were declared a true and proper record of the meeting. Proposed by: Cllr A Lidgett Seconded by: Cllr C Friend. **Agreed.**

6. Matters for information not on the agenda

There were no matters for information not on the agenda.

7. Report by Cllr Bell, Ashford Borough Council

Cllr Bell had telephoned his apologies to the Chairman. The Clerk was asked to send Cllr Bell a copy of the Social Needs Housing Survey results. **It was agreed** that these results be presented to the meeting in September for discussion.

8. High Street Southside Pavement

The work has been completed. A breakdown of costs has been requested and is awaited. The repairs to the kerb edge were carried out on 4 July 2012.

KCC have indicated that in the first instance discussions on phase two should be held with Cllr Hill. This will be arranged in due course.

9. Code of Conduct

Two codes of conduct were circulated: the NALC final version and the Kent Code of Conduct which had been put together by the Kent Monitoring Officers. Both copies had

been circulated so that an informed decision on which code to adopt can be made.

Also circulated was an email from Cllr John Rivers, Chairman of KALC, Ashford branch, recommending the adoption of the Kent Code of Conduct.

The Monitoring Officer recommended the adoption of the Kent Code of Conduct to the Kent parishes as it will tie in with Ashford Borough Council's own Code of Conduct.

The Monitoring Officer has advised Parish Councils that they can adopt this code ahead of the borough council adopting theirs.

There are some amendments which will need to be made to the Council's Standing Orders to tie in with the new Code of Conduct. It is proposed to present these for approval at the September meeting. **Agreed.**

IT WAS RESOLVED that the Council adopted the Kent Code of Conduct as presented.
Proposed by: Cllr C Friend Seconded by: Cllr E Cansdale. **Unanimous.**

10. Localism

Papers from the Rural Conference had been circulated. These papers discussed the devolution of services from Ashford Borough Council and are self-explanatory. The Council considered what steps it wished to take as it is being asked whether it would be prepared to take over the provision of any of the relevant services that ABC currently provides. However, it was noted that once these services were taken over it was unlikely that ABC would take them back again.

IT WAS RESOLVED that the Clerk should write to ABC to inform them that BPC did not wish to take over any of services for the financial year commencing April 2014, but that this will be reviewed in a year's time to see if that decision has changed for the following year.

11. Memorial Stone

A paper had been circulated giving the proposed wording. **IT WAS RESOLVED** that the wording proposed be used and that the Clerk should obtain a quotation.

The Chairman stated that item 14, Planning, would be taken next.

14. Planning – to note decisions and any plans tabled

The meeting was closed to clarify what B1 and B8 storage were. The meeting was then re-opened.

Case No	Parish	Location and Description	Decision
12/00644/AS Full Planning Permission	Biddenden	Park Farm House, Frittenden Road, Biddenden, Ashford, Kent, TN27 8LQ Construction of a single and two storey extension	Support
12/00657/AS Full Planning Permission	Biddenden	Ibornden Farm, Frittenden Road, Biddenden, Ashford, Kent, TN27 8LG New farm access for all agricultural vehicles	Support
12/00659/AS Full Planning Permission	Biddenden	Eaton Lodge, Bell Lane, Biddenden, Ashford, Kent, TN27 8LD New highway access and erection of detached triple garage with room in the roof.	Support
12/00674/AS Full Planning Permission	Biddenden	Tanner House, Sissinghurst Road, Biddenden, Ashford, Kent, TN27 8EX Single storey ground floor conservatory on the rear elevation of the property	Support
12/00675/AS Full Planning Permission	Biddenden	Tanner House, Sissinghurst Road, Biddenden, Ashford, Kent, TN27 8EX Single storey ground floor conservatory on the rear elevation of the property	Support
12/00672/AS Full Planning Permission	Biddenden	Randolph Lodge Farm, Fosten Lane, Biddenden, Ashford, Kent, TN27 8EL Proposed rear extension	Support
12/00709/AS Full Planning Permission	Biddenden	Khios, Tenterden Road, Biddenden, Ashford, Kent, TN27 8BL Erection of 2 No dwellings on the plot of 1 No existing dwelling	Support
12/00755/AS Full Planning Permission	Biddenden	21 High Street, Biddenden, Ashford, Kent, TN27 8AL Installation of a wood-burning stove & flue	Support
12/00756/AS Listed Building Consent	Biddenden	21 High Street, Biddenden, Ashford, Kent, TN27 8AL Installation of a wood-burning stove & flue	Support
12/00759/AS Full Planning Permission	Biddenden	Birchley House Farm, Fosten Lane, Biddenden, Ashford, Kent, TN27 8DZ Extension to existing cottage and change of use and conversion of adjoining oasthouse and outbuilding to residential use to provide additional accommodation	Support

Case No	Parish	Location and Description	Decision
12/00760/AS Listed Building Concent	Biddenden	Birchley House Farm, Fosten Lane, Biddenden, Ashford, Kent, TN27 8DZ Extension to existing cottage and change of use, extension and conversion of adjoining oasthouse and outbuilding to residential use to provide additional accommodation	Support
12/00726/AS Full Planning Permission	Biddenden, Smeden	Warehouse rear of Roberts Farm, Smarden Road, Biddenden Demolition of the existing B8 storage building and the erection of a replacement B1/B8 building	Support

TREE APPLICATIONS

Case No	Parish	Location and Description	Decision
12/00105/TC	Biddenden	Field Cottage, Tenterden Road, Biddenden, Ashford, Kent, TN27 8BB T1 Greengage Tree - To be felled.	Support

DECIDED PLANNING APPEALS

Case No and Appeal Decision	Parish	Location and Description
11/00290/AS Allowed. It was ordered that ABC pay the appellants costs of the appeal proceedings.	Biddenden	Three Chimneys Stud, Hareplain Road, Biddenden, Ashford, Kent, TN27 8LW 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

12. Report by Clerk, Group Chairmen and Parish Council Representatives

Car Park, Toilets and Post Office: There had been several reports of cars parking for the whole day or overnight on a regular basis in the car park. Where this is persistent, letters have been written to the drivers, and left on the windscreen, asking them to move their vehicles and reminding them of the 4 hour parking limit. The letters warn them that if their vehicle continues to treat the car park as a long stay facility their vehicle will be notified to the relevant authorities. The car park is also covered by the CCTV system, and on the sign as vehicles come into the car park it states that the area is under surveillance for health and safety, crime and good management purposes. The latter criteria can be used to track parking where necessary.

The CCTV programme is now operational on the Clerk's computer.

A new sign giving revised times for the toilets has been ordered.

Millennium Field and Jubilee Meadow: A sign requesting walkers keep to the footpath in the woods has been ordered.

The paths have been mown in the Millennium Field.

Traffic, Pedestrians and Footpaths: A parishioner has reported the state of the car park behind numbers 1-5 Cheeslands and this has been reported to ABC.

Kent Highways have filled potholes in The Meadows and Glebelands.

No further news has been received regarding the double yellow lines outside the village shop and it is being chased up

Noisy potholes have been reported on the Tenterden Road.

The hedge at Woolpack Corner is causing concern as it needs to be cut back. The landowner is to be contacted and asked to cut it back as soon as possible as it is dangerous.

It was noted that a car is parked at the top of The Meadows every day. Cllr Friend is to speak to the PCSO.

Oak Grove Lane: KCC has been contacted and have confirmed that BPC will be on the list of consultees for this project.

Gordon Jones Playing Field: A contractor has been asked replace the bollard by the Gordon Jones Playing Field car park. An instruction has also been given to a contractor to weed and tidy up the children's play area.

The Recreation Ground sign is being progressed.

The Squash Club embankment was due to start on 9th July.

Play Area. A contractor has completed weeding the children's play area and cutting back the hedge. However, a note from the contractor was noted regarding concerns about the work carried out by the landscaping contractor. The Clerk advised that KCC Landscaping only do this area once per year and that it may be better to ask someone locally to look after it on a more regular basis and remove this section from the landscaping contract for 2013. This was noted by councillors.

KALC: Emails have been circulated regarding courses and visits

Parish Forum: Nothing to report.

Recycling: An advert for applications to the Recycling Fund will be put in the September Parish Magazine and on the council boards and website.

Jubilee Celebrations: The celebrations went very well and events were well organised. A breakdown of costs has been received from BEST.

Village Hall Management Committee: A request to meet with a VHMC representative regarding the Bowls Club CCTV has been made but no reply has yet been received.

Community Led Plan: The business event was successful and the next meeting is to be held on 19 July at 8pm in the New Hall. The meeting is to be attended by Richard Alderton, Head of Planning and Development at ABC. A report on the business event had been given under Parishioners' Questions.

Health and Safety: The Clerk reported that a check had been carried out and there were no matters for concern. A new liability sign had been ordered for the Millennium Field to replace a damaged one.

Allotments: The tenancy for a vacant plot has now been finalised. The hedge needs cutting and it was noted that this would be looked at.

13. Finance

- *Approval of cheques for payment.* The schedule was approved as presented. Proposed by: Cllr A Lidgett Seconded by: Cllr C Friend. **Unanimous**
- *Monthly Accounts.* The accounts package is now on the new pc and the figures are being inputted.
- *Post Office Lease.* The new lease has been agreed by both parties and BPC has signed the lease and returned it to its solicitors. The solicitor is awaiting the tenant's signed copy in order to complete.
- *Auditor.* The Council's Internal Auditor has indicated that he is prepared to audit the accounts for 2012/2013. **IT WAS RESOLVED** to confirm the appointment of Mr John Collins as the Council. Proposed by: Cllr J Tydeman Seconded by: Cllr B Hewitt. **Unanimous.**

15. Correspondence

The correspondence list was presented. Cllrs were asked if they had any comments or wished to see any correspondence. There were no comments or requests. Councillors were asked if they were happy with the new correspondence system and this was agreed.

There was only one letter for Action, from the VHMC (circulated) regarding damage done to the tennis nets. It was agreed that no further action be taken.

16. Staffing

The Clerk's appraisal has been completed. Appraisals now need to be done for the Lengthsman and Cleaner. Assistance is required for these. It was agreed that Cllrs Lidgett and Harris would be asked to assist the Clerk.

17. Items for future consideration

Social Housing Needs Survey
Standing Orders

18. Date of Next Meeting

There is no meeting in August.

Parish Council Meeting Tuesday 4 September 2012 at 7.30 pm in the New Hall
All Welcome

Alison Swannick
Parish Clerk

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