

4. Any Changes to the Register of Members Interests

Cllr Lupton had completed a new form for the register to reflect changes.

5. Minutes of the Parish Council meeting held on 13 November 2012

There being no amendments the minutes were declared a true and proper record of the meeting. Proposed by: Cllr H Ruse Seconded by: Cllr D Boulding. **Unanimous.**

6. Minutes of the Parish Council meeting held on 20 November 2012

There had been one amendment – the addition of Cllr Mrs E Cansdale as present as her name had originally been omitted. The minutes were declared a true and proper record of the meeting. Proposed by: Cllr Mrs E Cansdale Seconded by: Cllr D Boulding. **Unanimous.**

7. Matters for information not on the agenda

There were no matters for information not on the agenda.

8. Report by Cllr Bell, Ashford Borough Council

There was no report from Cllr Bell as he was attending the Joint Transportation Board meeting in Ashford.

13. Finance

a) Approval of cheques for payment: The schedule was presented for approval. Proposed by: Cllr H Ruse Seconded by: Cllr J Tydeman. **Unanimous**

b) Monthly Accounts: The monthly accounts were noted.

c) Unapproved minutes of the Finance Committee held on 4/12/12: The Unapproved minutes were noted. Cllrs were happy for them to be put on the website. They will be re-presented at the next meeting. **Agreed.**

d) 2013/14 Budget: Discussion and approval was deferred until the next meeting. ABC needs to be notified of the precept by 21 January 2013.

It was agreed to give £50 Christmas Box to the Lengthsman and £25 to the Cleaner. Proposed by: Cllr H Ruse Seconded by: Cllr D Boulding. **Unanimous.**

14. Planning – to note decisions and any plans tabled

APPLICATIONS TO ASHFORD BOROUGH COUNCIL

Case No	Parish	Location and Description	Decision
12/01253/AS	Biddenden	Orchardene, Frittenden Road, Biddenden, Ashford, Kent, TN27 8LF Two storey rear extension, roof conversion and single storey orangery - amendment to application 12/00547/AS to include two additional dormer windows and increase of height of the chimney and alterations to the design of the orangery.	Support

PLANNING APPEALS RECEIVED

Case No and Decision	Parish	Location and Description	Action
09/01189/AS Appeal Received Deadline 27/12/12	Biddenden	Barn north west of Beacon Hill Farm, Benenden Road, Biddenden, Kent Conversion and extension of a detached former agricultural barn to one unit of self-catering holiday accommodation	Application previously agreed by Parish Council. No further action required.

15. Correspondence

PENDING

Audit Commission: KALC has been contacted and recommended that a letter be written to the parishioner. A draft will be prepared and discussed with KALC before sending.

ACTION

20/11 Email from Medway Valley Countryside Partnership re questionnaire. *This matter has been discussed with Natural England, and it was agreed no further action was required.*

30/11 Letter from Kent Fire and Rescue regarding reporting any problems with water fire hydrants. Hydrants are checked on a four yearly basis but KFRS would like parish councils to report any visible faults with hydrants in between times. The Clerk has requested a copy of the map showing where Biddenden's hydrants are located. *No further action required as the Parish Council does not wish to take responsibility for the condition of the fire hydrants.*

3/12 Email from parishioner re various issues (See item 12 below)

4/12 Email from Tenterden Tigers asking to hire the Gordon Jones Playing Field for their tournament on 1st and 2nd June 2013. *The Council has no objection but confirmation that Biddenden Junior FC are not holding any events that weekend needs to be gained before permission is given to Tenterden Tigers.*

2/12 Letter from Kent Housing Group/Kent Rural Board re Benefits of Social Housing. See their website <http://www.kenthousinggroup.ork.uk/uploads/RuralProtocolFINAL2.pdf>, *The*

package was given to Peter Whapham to read for information.

The meeting was asked if there were any other points or issues that needed to be raised or discussed. There were none.

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

Car Park, Toilets and Post Office: The locksmith has been asked to look at the timer for the locks as a check recently showed that the doors were not locking at night. Contractors will be cleaning the toilets for the next few weeks as our Cleaner will be unable to do the work due to an operation.

The holly bush outside the post office is still to be cut back.

Pothole between the PO Car Park and Hendon Hall: This had been reported to KCC. The Council was asked to consider whether an emergency repair could be made and the Clerk authorised to organise it. **Agreed.** It was noted that this piece of road was a “no man’s land” and was not owned by the Parish Council.

Millennium Field and Jubilee Meadow: A new bin is being purchased for the Millennium Field.

Tree between the Jubilee Meadow and Vine House, Tenterden Road: The Clerk and Chairman carried out a site visit on 6th December to review what, if any, action needed to be taken to allow the right of way to Field Cottage across the Jubilee Meadow to be used, as the owner of Field Cottage felt the access was compromised by a thorn tree in the hedge approximately 2m in from the gate. The neighbour who shares the hedge boundary was also consulted.

Factors which were discussed included:

The tree was in a conservation area, and that planning permission would need to be obtained to fell the tree.

The tree had been there for many years, and was a significant part of the landscape.

The tree was infested with ivy, and it is not clear how much longer the tree would live or how it might recover if the ivy were removed.

Any obstruction, if any, was very limited, and the access is only used occasionally.

The right of access to Field Cottage is fully documented and not under dispute.

It was agreed to recommend to the Council that:

The ivy infesting the tree be killed, and any ivy obstructing the access be removed.

The situation be reassessed after this had been carried out.

The Millennium Field/Jubilee Meadow Group be asked to look into the possibility of planting

tree/s to the right of the gate in anticipation of the thorn tree dying or needing to be felled within the foreseeable future.

The Council considered the above and **it was agreed** to accept the recommendations made by the Chairman and Clerk above.

The Clerk had requested a quotation for the filling in of the potholes in the Millennium field Car Park. Once this had been received and the quotation reasonable, the Council was asked to authorise the Clerk to organise emergency repairs. **Agreed.**

The Clerk is still in contact with Natural England over putting the Jubilee Meadow into the Higher Level Stewardship Scheme. A reply from Natural England is awaited.

Ash Die Back. A link has been put onto the website.

Traffic, Pedestrians and Footpath: Inquiries have been made to KCC regarding the Public Right of Way at Sandeman Way. KCC were unable to give the Clerk the name of the landowner but said that any problems with footpaths could be reported via their reporting system and this has been done.

Kent Highways have been contacted about the condition of the road in The Meadows, in particular the potholes close to North Street.

Quotations for refurbishment of the large Notice board are being sought.

The specification for the refurbishment of the village sign is awaited.

Gordon Jones Playing Field and Play Area: There are no problems with the play area. Maintenance work as noted in the inspection document and agreed by the council will be worked through.

The yellow bin on the playing field has been replaced, but the yellow bin is extremely heavy and looks to be fixed down and so a contractor will be asked to remove it.

KCC has been requested to provide a formal quotation for the recreation ground sign.

Squash Court Embankment. The work is still to be completed.

Police Liaison: Nothing to report. PCSO Moorey was due to report at the meeting but is on long term sick leave.

Planning and Local Housing: Nothing to report. Discussion on the Housing Needs Survey has been postponed until the January meeting.

KALC: Nothing to report.

Parish Forum: The next Parish Forum meeting will take place on 23rd January 2013 in the Council Chamber, Civic Centre at 7.00 pm. It will be preceded by a networking event from 6.30 pm in the Council Chamber.

Recycling: A letter, as requested at the last meeting, has been sent to the Council Leader regarding the Council's wish for the recycling credits system to continue.

Village Hall Management Committee: VHMC has agreed to meet the Gordon Jones Working Group. Wednesday mornings would be good. Members of the Group need to confirm a date with the Clerk to arrange.

Community Led Plan: A meeting was held on 5th December. It is planned that the questionnaire will be available for completion throughout February 2013. A public meeting to launch this process will take place on Thursday 24th January 2013.

Health & Safety: Nothing to report.

Allotments: The Chairman of BAA has been contacted to request that he asks his members to let the clerk know if they do not wish to retain their allotments in 2014 as soon as possible.

John Mayne School: Report to be given at the next meeting.

18. Date of Next Meeting: Parish Council meeting, 8 January 2013 at 7.30 pm, Village Hall

The meeting closed at 20.05.

Alison Swannick 07783223450
Parish Clerk