

BIDDENDEN PARISH COUNCIL

APPROVED Minutes of the Parish Council Meeting held on Tuesday 10 September 2013 at 7.30 pm in the Village Hall, Biddenden

Present: Cllr T Lupton (Chair) Cllr C Friend
 Cllr D Boulding Cllr A Lidgett
 Cllr E Cansdale Cllr H Ruse
 Cllr F Chalk Cllr J Tydeman

Mrs A Swannick (Clerk)

6 parishioners attended.

1. Apologies for absence

Apologies were received from:

Cllr P Harris - due to work commitments
Cllr N Hunt - due to work commitments
Borough Cllr N Bell - due to work commitments

2. Parishioners' questions

Questions were asked on:

- a) The meaning of condition 12 in one of the planning applications.
- b) An update regarding sites for local needs housing. This will be covered under item 9.

3. Any Declarations of Interest in items on the agenda

There were no declarations of interest in items on the agenda.

4. Any changes to the Register of Members Interest

There were no changes to the Register of Members Interests.

5. Minutes of the Parish Council meeting held on 9 July 2013

The Clerk stated that only one amendment had been made to add Cllr Harris to the list of those present as she had been omitted. There being no further comments or amendments, the minutes were declared a true and proper record of the meeting. Proposed by: Cllr D Boulding Seconded by: Cllr H Ruse. **Agreed** by those councillors present at the last meeting.

6. Matters for information not on the agenda

Notices for applications from candidates for co-option and applications to the Recycling Fund have been in the parish magazine and on the notice boards. The deadline for both is 20 September. No applications have been received for either to-date.

7. Report by Cllr Bell, Ashford Borough Council

There was no report in Cllr Bell's absence.

8. Southside Pavement

The Chairman has written to Cllr Hill and a reply has been received offering to set up a meeting on site with Highways to discuss phase II and a date is awaited.

A complaint has also been received together with photographic evidence of a lorry turning over the end of the village green and a white van parked on the northside pavement. The Clerk was asked to write to the courier company involved enclosing the relevant photographs.

9. Housing Needs

The Clerk was asked to change the agenda item name to "Local Needs Housing".

The owner of site 8 has declined to sell land. Nothing has yet been heard from the owner of site 10. The owners of another site may be contacted once a discussion with ABC has taken place.

10. Community Led Plan

The final Community Led Plan was presented to the Parish Council for adoption and integration into the Council's planning and budgeting process where appropriate and the Council sees fit. The plan had been distributed to all councillors and councillors were asked if they had any further comments and were happy to adopt the plan as presented in order for it to be integrated into the Council's planning and budgeting process where appropriate and as the Council sees fit. A vote was taken.

Proposed by: Cllr F Chalk Seconded by: Cllr C Friend. **Unanimous**

It was agreed that copies of the adopted plan be sent to Kent County Council, Ashford Borough Council and other interested parties, informing them that the Council has formally adopted the Community Led Plan.

Consideration was given as to how the Council wishes to proceed with actioning the recommendations in the plan. On page 6 of the Community Led Plan there are a series of recommendations. Below is a table showing the headings and responsibilities:

		Responsibility	Group
a)	Traffic Management	Parish Council	TPF
b)	Transport	Parish Council	TPF
c)	Housing Land Use and Development	Parish Council	Write to ABC with recommendations
d)	Retail and Commercial Business	Parish Council	Rate reduction. Speak to Borough Cllr
e)	John Mayne School	School Governors	
f)	Children, Youth And Leisure	Parish Council	Next meeting
g)	Village Character and Living	Parish Council	Next meeting
h)	Doctors Surgery	Parish Council	Write to Headcorn Surgery & ask what their plans are for Jubilee Meadow site before deciding actions required at next meeting
i)	Safety and Crime	Parish Council	Cllrs Cansdale and Lidgett to give recommendations
j)	Provision of Transport Services		Copy report to Biddenden Transport

It was agreed to discuss those recommendations identified further at the October meeting.

It was **agreed** that a formal review of progress be carried out in July each year. This will allow time for any finance required to be included in the budget for the following year.

A letter was received from the Chair of the Community Led Plan group and was circulated. The letter stated that the Community Led Plan group had disbanded and requested that any balance from the £3000 grant received from KCC to fund the plan be allocated towards the cost of setting up a speedwatch group. The final balance is to be advised.

The Council's thanks were recorded for the work done by the Community Led Plan Group.

11. Speedwatch

A series of emails had been received by councillors regarding speedwatch. In the first instance, the Clerk had sought advice from KALC in terms of discussing the matter and taking it forward. The advice was that the funds could be provided for a speedwatch group by the parish council and this was covered under the Local Government and Rating Act 1997, Section 30. It is legislation that other bodies have used to drive it. If challenged it would likely be that reference to Section 137, competence clause would be cited and that it would more than likely be covered by this clause. No-one has actually tested in law whether a parish council is entitled to support speedwatch groups around the country and if anyone thought a parish council should not support them someone would have tested the matter.

Before last week's Transport, Pedestrian and Footpaths meeting took place, the standing orders were checked in relation to the working groups and notice of meetings. The Clerk was asked to follow this up with KALC. The Standing Orders do not cover Working Groups as they are advisory bodies, making recommendations only to the full council and cannot make decisions themselves.

It was agreed at the July meeting to refer Speedwatch back to the Transport, Pedestrian and Footpaths working group. Discussion took place regarding the fact that another councillor had written the speedwatch paper and was not a member of the Working Group. It was stated that the councillor had offered to write the paper and a copy was sent to the working group in July. The paper was thoroughly discussed line by line by the Transport, Pedestrian and Footpaths Working Group at its meeting on 6 September. Amendments were made and this version was circulated to all councillors in advance of the full council meeting along with the minutes of the meeting. Discussion took place regarding the timescale of the production of the paper and the fact that the author's name was not on it.

Discussion took place regarding the amount of notice given for the working group meeting as the councillor said that he had been given one day's notice. It was pointed out that the email was sent out on 4 September giving two days' notice.

Discussion took place regarding the possible locations of the speedwatch equipment. Concern was expressed that it would not be possible to put equipment at two specific locations and where had the police authorised locations? It was stated that the parish council does not know if there are any locations which would be authorised by the police because there was not speedwatch group in operation and that this needed to be in place before locations could be assessed and authorised. A Kent Police document, P32 Speedwatch was referred to and it was stated that "Speed check sites are in properly recognisable 30 or 40 mph speed limits and only take place between sunrise and sunset."

Data protection issues were discussed. Again the P32 document was referred to and the document stated that "The use of data obtained by Speed Watch schemes has been considered under the Data Protection Act, 1998. It has been determined that all data managed by schemes is classified as statistical data. Should consideration be given to sharing personal data (i.e. vehicle registered keeper details), the Force Data Protection Unit must be consulted before any change in policy."

It was agreed to move on. The minutes and recommendations of the Transport, Pedestrians and Footpaths Working Group of 6 September 2013 were considered. These had been previously circulated.

The following decisions were recorded.

- i) That a Biddenden Speedwatch group should be encouraged and supported by BPC and in line with the recommendations made in the CLP.
Proposed by: Cllr C Friend Seconded by: Cllr A Lidgett. **Agreed**

- ii) That BPC funding should be made available to the group through BPC for the provision of equipment, maintenance and insurance on an annual basis subject to the availability of speedwatch sites and availability of volunteers.
Proposed by: Cllr J Tydeman Seconded by: Cllr A Lidgett. **Agreed.**

The funding solution recommended on the basis of value for money over a three year period is the shared purchase option of a SID, the procurement of high visibility Bibs and sufficient funds to cover annual costs of insurance and maintenance.

- iii) It was proposed to enter into an agreement with Cranbrook and Sissinghurst Parish Council for the purchase of a unit on a shared basis with a total outlay (set up of £520 and estimated average annual running costs of £146 (see Annex B).
Proposed by: Cllr C Friend Seconded by: Cllr D Boulding **Agreed.**
- iv) **It was agreed** that Cllrs Friend and Lidgett should speak with Borough Cllr Bell regarding the possibility of gaining ABC Member's funds support for the purchase of the Speedwatch equipment.

Cllr Ruse excused himself from the meeting due to work commitments.

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

Car Park, Toilets and Post Office: It has been noted that the toilets need to be smartened up and therefore a specification is being drawn up and quotes will be sought. A new toilet seat is being ordered due to the one in the men's toilet being broken.

Millennium Field and Jubilee Meadow: The go ahead for the new five bar gate has been given and it needs to be collected and fitted.

The Tractorfest took place over the August Bank Holiday weekend. With the exception of the poor weather on the Saturday, the event was a huge success. An email was sent to BEST by the Chairman congratulating them and thanking them for running the event.

One side effect of having the Tractorfest was that a great deal of maintenance work was carried out on the fields.

Thanks to BEST for organising the event is recorded.

Accidental damage has been caused to a memorial tree plaque on the Millennium Field. It was caused during mowing because of poor visibility around the memorial trees due to the long grass. It is proposed that maintenance of the memorial tree area is referred to the Millennium Field and Jubilee Meadow working group for recommendation on future management.

Problems with noise and cars have been reported in the Millennium Field car park. The police have been involved and action has been taken by the police (see Police Liaison). It is understood that the situation has improved. PCSO Burden has made some

recommendations. **It was agreed** that PCSO Burden be asked to organise a meeting with the youths. A representative from VHMC should also be present and Cllr Chalk should represent the residents of Old Mill Court.

It is proposed to have Millennium Field and Jubilee Meadow working group meeting before the October council meeting.

Traffic, Pedestrians and Footpaths: A speed limit is proposed on the A262 from the end of the 30mph limit at Dashmonden to 50mph to the A28 junction. **It was agreed** to support these proposals.

The replacement of the water pipes in Cranbrook Road has now been finished and a letter received from the water company (circulated).

There will be roadworks to patch the road between Hairplain Road and Glebelands and this will take place on 9th September for two days (circulated).

The hedge around the litter bin in the hedge near the village hall has been trimmed.

The sign at Brown's Corner advertising the businesses in Smarden is being followed up.

Work on the village sign is due to start in September.

The Jubilee stone has now been engraved and replaced.

Turf for the village green has kindly been donated by a parishioner and will be laid in the Autumn.

The two new black litter bins have been ordered. Two wooden bins are being sourced.

Gordon Jones Playing Field and Play Area: The Playground Inspection has taken place (report circulated). It was due to take place at the end of July but, in fact, was done just before the new bark was spread. No items were identified as being high risk and a quotation will be sought for those items identified as being in the medium category apart from where the new bark has resolved the issues.

Remedial work to the rockers and seesaw as reported in the last minutes has been completed and the contractor stated that no work needed to be done on the ramp. The report also considered the risk to be low.

The dog bin by the tennis courts has been damaged and needs to be replaced and an order has been placed for its replacement.

The rotten wooden posts by the car park have been replaced.

Biddenden Juniors were looking into slitting on the playing field and information is awaited.

The issue relating to the sign in Cheeslands has been resolved.

Police Liaison: Below is a report of crimes from PCSO Angie Burden from 1/7 – 31/8/13. A report relating to Anti-Social behaviour in the Millennium Field car park was circulated with the Council papers. Action has been taken by the police.

8th July: Criminal damage, Chulkhurst Car damage.

15 July: Buckhurst Cottages, Hareplain Road, LPG gas canisters stolen.

21st July The Nightingales, Theft from motor vehicle.

30th July: Medhurst Barn, Cranbrook Road, burglary other than dwelling

21st August: White House Farm, Hairplain Road. Theft of agricultural plant.

28th August: Frittenden Road, Biddenden, theft of computers.

It was noted that there have been break-ins to sheds on the allotments and residential areas.

An email has been sent regarding whether Biddenden should have a community warden and also outlining problems in becoming involved in the Tenterden Youth Forum.

KALC: Nothing to report.

Parish Forum: Nothing to report.

Recycling: The deadline for applications is 20 September. A meeting will be held shortly thereafter.

Village Hall Management Committee: Nothing to report.

Health and Safety: The damaged picnic table by the play area needs to be removed.

Allotments: An allotment is available from 30 September. The next person on the waiting list will be approached.

John Mayne School: The new Deputy Head has now started.

13. Finance

a) Approval of cheques for payment: A schedule of payments to be made was presented. It was proposed to approve the list. Proposed by: Cllr D Boulding. Seconded by: Cllr C Friend. **Agreed**

b) Bank Accounts: The Clerk had been asked to look at building society accounts/investment funds into which a sum of money could be put in order to keep the council's funds within the £85,000 limits. A table was circulated of both banks and building society options. **It was agreed** to put £50,000 into a six month bond with Nationwide. The Clerk is authorised to sign the paperwork and arrange signatories and signature of the cheque. **Agreed.**

c) **Budget 2014/15 timetable:** Councillors were asked to let the Clerk know if there was a project or any expenditure they wished to see incorporated into the 2014/15 accounts as soon as possible.

14. Planning – to note decisions and any plans tabled

Case No	Parish	Location and Description	Decision
13/00811/AS	Biddenden	Goldwell Granary, Tenterden Road, Biddenden, Ashford, Kent, TN27 8BP Erection of single storey extensions on north and south elevations, first floor extension on east elevation, erection of a porch on west elevation and associated internal alterations.	Support
13/00987/AS	Biddenden	Worsenden Farm, Fosten Lane, Biddenden, Ashford, Kent, TN27 8EL Removal of condition 12 to allow amplified music and for the use of a PA system granted on Planning Permission 13/00149/AS in connection with wedding ceremonies and receptions	Support subject to a time limit of 11.00 pm for the playing of music
13/00899/AS	Biddenden	72 Headcorn Road, Biddenden, Ashford, Kent, TN27 8JN Extension and conversion of garage to provide living accommodation ancillary to domestic dwelling	Support

15. Correspondence

- 31/7 Email from Kent Rural Fire Service volunteer offering to speak to the council re rural fire safety, fire hydrants and 'open water' resources. Does the Council wish to invite them to a meeting to do a presentation to the Council? **Yes but with a 10 minute time limit**
- 30/8 Email from a parishioner requesting additional dog notices. **Request denied**
- 30/8 KCC parish and town Council Seminar – 10 October, Maidstone. Who would like to attend? **No-one wished to attend**
- 4/9 KALC Chairman's conference – 2 October, Lenham. Would anyone like to attend? **No-one wished to attend**
- 9/9 Rural Conference on 24/9. Would anyone like to attend? **Cllr Lidgett and Cllr Lupton to attend**

16. Items for future consideration

- a) Implementation of the Community Led Plan

17. Date of next meeting: 8 October 2013 – Parish Council Meeting
7.30 pm, Village Hall, Biddenden

All Welcome