

BIDDENDEN PARISH COUNCIL

APPROVED Minutes of the Parish Council meeting held on Tuesday 12 March 2013 at 7.30 pm in the Village Hall, Biddenden

Present: Cllr T Lupton (Chair) Cllr P Harris
Cllr D Boulding Cllr A Lidgett
Cllr E Cansdale Cllr H Ruse
Cllr C Friend

Cllr N Bell, Ashford Borough Council
Mrs A Swannick (Clerk)

2 Parishioners attended

1. Apologies for Absence

Apologies were received from:

Cllr J Tydeman due to being on holiday
Cllr N Hunt due to business commitments

2. Parishioners' Questions

- a) The February minutes refer to the repair of the kerb on the southside pavement. The damage had been done by a supermarket lorry and the repair was temporary not permanent. Kent Highways were aware of the type of repair done as the material had not been available, but this is to be corrected. Details of the lorry would be passed on to Kent Highways. Cllr Friend arranged to meet the parishioner.
- b) The fence between the post office and Claris's needed to be replaced. Cllr Friend agreed to meet up with the parishioner to look at it and ownership of it would be checked.

3. Any Declarations of Interest in items on the agenda

Cllr Lupton had an interest in the reimbursement of costs detailed on the finance schedule relating to the Community Led Plan.

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 12 February 2013

The Clerk had previously circulated changes to the Minutes of the meeting held on 12 February 2013. As there were no further changes or amendments made, the minutes were deemed to be a true and proper record of the meeting. Proposed by: Cllr D Boulding
Seconded by: Cllr H Ruse. **Agreed by those who attended the meeting on 12 February.**

6. Matters for information not on the agenda

A staffing matter has arisen and due to the confidential nature of the matter it was agreed to brief councillors on this in closed session at the end of the meeting.

7. Report by Cllr Bell, Ashford Borough Council

Cllr Bell reported that he had received revised proposals for the A262/A28 junction and that he was in support of the proposals. The needs of agricultural vehicles needed to be considered.

The percentage rise in ABC Council Tax will be 3.4%. The Government had agreed that those councils charging the lowest council taxes would be able to increase them. ABC still levies the lowest charge in Kent.

Those that had received their Council Tax bills will have received a recycling leaflet. Cllr Bell stated that staff would be happy to attend meetings to explain. The Chairman requested Cllr Bell give a copy of the leaflet to the Clerk to send to the Parish Magazine.

It was noted that Cllr Peter Wood, Leader of Ashford Borough Council, had passed away. The Chairman stated that the Clerk had given the Parish Council's condolences. Cllr Jerry Clarkson had been elected as Leader.

The details of the KCC Waste Liaison Officer were given.

Questions were asked regarding the reduced number of planning applications coming through to the Parish Council. It was noted that the construction of Chilmington Green was due to start next year.

8. High Street Southside Pavement

A meeting was held with Cllr Hill, Andy Padgham of KCC Highways, Cllr Friend and the Clerk on Friday 1 March to discuss Phase 2 of the Southside Pavement Scheme. Meeting Notes had been circulated detailing two options for which costings are being sought. Nothing further will be heard until at least June.

9. Co-option

A letter has been received from ABC (circulated) stating that as no requests were received by ABC for an election, the Parish Council may co-opt a councillor for the casual vacancy left by Bobbie Hewitt. It was noted that the council already has one unfilled vacancy, so two new councillors could be appointed. A notice has been put up with a closing date of 26 April to allow any interested parties to attend the parish meeting. A notice has been sent to the Parish Magazine and Councillors. It was agreed that a proactive approach should be taken. Any selection would take place at either the May meeting or at a separate meeting.

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

The written report circulated by the Clerk was taken as read.

Car Park, Toilets and Post Office: The issue of manually locking the toilets was discussed. Cllr Boulding agreed to speak to a parishioner.

Millennium Field and Jubilee Meadow: The application forms for adding the Jubilee Meadow to the Entry Level Stewardship have been received from Natural England.

The new bin is still waiting fixing in place.

Work to cut away the ivy from the tree between the Jubilee Meadow and Vine House is still in progress.

Traffic, Pedestrians and Footpaths: The High Halden Road has been closed for filling of potholes.

The estimated cost for the refurbishment of the large notice board by the Rectory fence is £600 plus VAT. **It was agreed** to accept the quotation for the work.

The specification for the refurbishment of the village sign has been prepared and quotations are being sought.

The engraving of the Jubilee Stone is on-going. The contractor failed to remove the stone due to inappropriate lifting gear and a further attempt will be made shortly.

Kent Highways have been contacted regarding a crossing sign outside Woodlands Caravan Park.

Cllr Friend had met a Parishioner in Smarden Road regarding the state of the hedge belonging to Chart Hills. The clerk has written to the club requesting they carry out cutting to

the road side of the hedge. The parishioner asked if the Parish Council could help regarding the concealed entrance to the properties on the bend. Councillor Friend has lodged a query with highways relating to this problem.

New proposals re the junction of A28/A262 have been circulated to all councillors, together with a note from Cllr Bell supporting the modified scheme. Councillors supported the scheme and the Clerk was asked to notify Kent Highways and to thank them for putting in the 50mph limit on the Tenterden Road. The Clerk was also asked to draw attention to the problem that may be caused to agricultural vehicles if width restrictions were put in place on the High Halden Road.

Gordon Jones Playing Field and Play Area: A parishioner had voiced concern regarding the trailer currently on the hard standing area on the Gordon Jones Playing Field. This trailer was used by BEST for use at the Biddenden Blaze and they have been unable to remove it from the playing field due to the wet ground, as the trailer wheels would badly damage the ground. However, a parishioner has seen children/youths climbing in it. BEST is aware of the problem and has been securing the trailer. However, BEST has been informed of the problem by the council and asked to remove the trailer as soon as it is possible to do so.

The Dog Warden has been asked to meet with Councillors and a date is being arranged.

The Grounds Maintenance contract has now been discussed with the Chairman and Chairman of the Finance Committee as agreed at the last council meeting. The contract has been awarded to the current incumbent, KCC.

Refurbishment of the large notice board on the side of the squash club is still ongoing.

Squash Court embankment. Work to put in the additional post is still to be done. Cllr Ruse agreed to speak to the contractor.

The recreation ground sign quotation had been formally received in the sum of £850 plus VAT. Payment is required up front along with the agreement signed by the Clerk. **It was agreed** to accept the quotation and pay the cheque in advance as required.

It was noted that Biddenden Juniors wished to apply for a grant to replace the wooden goal posts by the children's playground. **It was agreed** to allow new goal posts to be put in.

Police Liaison: Notification has been received from KALC that the North Weald Police and Parish Forum meetings are to be reinstated. It was agreed that Cllr Lidgett would attend meetings with Cllr Cansdale as an alternate.

Planning and Local Housing: A Council meeting is being held on 19th March at 7.30 pm with Tessa O'Sullivan of Action with Communities in Rural Kent, to look at possible sites for Local Needs housing.

Parish Forum: No response has been received to an email requesting Biddenden be included on the circulation list for information relating to the Tenterden Youth Action Group.

Recycling: The deadline for applications has now been closed and applications forwarded to the Recycling Working Group for their consideration and recommendations to the Parish Council. It is hoped to present recommendations at the meeting on 19th March.

Village Hall Management Committee: The meeting to discuss the tennis courts is in the process of being arranged. Replies as to availability are being chased.

Community Led Plan: Questionnaires have been delivered and are now being collected in. It is estimated that between 700-800 replies have been received. Inputting the information is now taking place.

Health & Safety: Nothing to report apart from the trailer on the Gordon Jones Playing Field which has been addressed.

Allotments: The rental invoices for 2013/14 are being sent out.

John Mayne School: Cllr Ruse stated that he would be stepping down as community governor at the Statutory meeting in May as he felt that he was no longer sufficiently in touch with the school. Cllr Ruse was asked to contact the Chair of Governors and ask him how he wishes the post to be filled. The Chairman thanked Cllr Ruse for his services as a governor.

The meeting was closed for refreshments at 2025. The meeting resumed and was re-opened at 2040.

11. Finance

The Payment Schedule was presented for approval. There were no questions regarding the schedule. Proposed by: Cllr C Friend Seconded by: Cllr A Lidgett. **Unanimous.**

The monthly accounts were noted as presented.

12. Planning

Case No	Parish	Location and Description	Decision
13/00164/AS	Biddenden	Stede Court Farm, High Halden Road, Biddenden, Ashford, Kent, TN27 8JG Replacement of rotten bow window to rear (South) elevation	Support
13/00095/AS	Biddenden	Shorts Wood House, Tenterden Road, Biddenden, Ashford, Kent, TN27 8DW Proposed loft conversion with dormer windows.	Support

13. Correspondence

27/2 Email from History Society re archiving (circulated). In 2010 the Council considered its archiving policy and it was agreed at the council meeting held on 9 February 2010 that historical documents should be stored at the County archive in Maidstone.

However, no additional papers have been archived in Maidstone since this was agreed. **It was agreed** that the current policy should stand and that archive material should all be stored at the County Archive until such time as suitable storage facilities were available within the village.

An email from the police had been received regarding Speedwatch conference to be held on 20 April. Cllr Friend would attend. The Clerk was asked to re-circulate in case other Councillors wished to attend.

14. Items for future consideration

Three items would be on the agenda for 19th March:

- a) Housing Needs
- b) Recycling
- c) Finance

Another item for a future agenda would be:

- d) Internal Audit/Annual Return

The Chairman closed the meeting to members of the public as the following agenda item was confidential. Councillors were happy for the item to be taken in closed session.

15. Staffing

The Clerk outlined to councillors a problem which had arisen concerning the lengthsman which affected his ability to fulfil his contract of employment. Advice had been sought from KALC. **It was agreed** that the Clerk should follow advice and appropriate employment procedures. In the meantime, temporary arrangements would need to be made to empty the bins.

16. Date and time of next meeting: **Parish Council meeting**, 19 March 2013 at 7.30 pm,
Village Hall re Housing Needs

Parish Council Meeting, 9 April 2013 at 7.30 pm in
the Village Hall

Annual Parish Meeting, 23 April 2013 at 7.00 pm in
the Village Hall

All Welcome

Mrs Alison Swannick Tel: 07783223450
Parish Clerk