

## BIDDENDEN PARISH COUNCIL

### APPROVED Minutes of the Parish Council meeting held on Tuesday 10 June 2014 at 7.30 pm in the Village Hall, Biddenden

Present: Cllr C Friend (Chair)                      Cllr T Lupton  
          Cllr D Boulding                            Cllr S Parks  
          Cllr E Cansdale                           Cllr E Stevenson-Rouse  
          Cllr P Harris                                Cllr J Tydeman  
          Cllr A Lidgett

Mrs A Swannick (Clerk)

#### 1. Apologies for absence

Cllr N Bell, ABC

#### 2. Parishioners' questions

A letter was read out from a parishioner regarding an alleged breach of planning permission granted to a property being constructed to the rear of their own property. **It was agreed** that a site visit by parish councillors would be carried out.

#### 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 Interests

There were none.

#### 5. Minutes of the Parish Council Meeting held on 13 May 2014

There being no comments or amendments to the minutes they were declared a true and proper record. Proposed by: Cllr S Parks    Seconded by: Cllr J Tydeman. **Agreed.**

#### 6. Matters for information not on the agenda

There were none.

#### 7. Report by Cllr Neil Bell, ABC

No report due to absence.

#### 8. Co-option

A notice extending the closing date to 15 June had been put in the parish magazine. No applications have been received to-date. If councillors know of anyone who would like to become a councillor, they should ask them to apply.

## 9. Ashford Borough Council Local Plan to 2013 - Site submissions for Biddenden

A reply to the council's letter of 17 April had not been received. The letter was chased up and re-sent and an acknowledgement of receipt received on 3 June 2014. **It was agreed** that letters to ABC should be sent by email in addition to hard copy.

## 10. Implementation: Community Led Plan

A reply is awaited from Cllr Hill. The chairman offered to contact him. A meeting with Ashford Access has been held and details of the meeting will be circulated for the July meeting. The Friends of John Mayne School have been contacted again regarding the youth club.

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

***Car Park, Toilets and Post Office:*** A quote is awaited for the internal redecoration of the toilets and a report on the damp patch in the ladies toilet.

As agreed, E.On has been given notice and an application made to Southern Electric on a 36 month contract. The new contract will commence on 1 July 2014.

Metal doors: This is being chased.

The toilet grant has been chased.

***Millennium Field and Jubilee Meadow:*** A meeting was held on 22 May 2014 (minutes circulated). The following actions were recommended.

Maintenance around Memorial Trees: It was agreed to recommend that the area under the memorial trees be strimmed by a contractor twice over the summer (late June and early September) at approx 2.0m diameter around each tree to prevent damage to the trees.

Sissinghurst Road Culvert: It was agreed to recommend that this work is put out to tender.

### Memorial Tree for Eric Farris

The Farris family had requested permission to plant a tree in memory of Eric. This was supported and a site identified at the North end of the current planting row. It was suggested that an indigenous tree be planted such as an oak or servis. PC to follow up with Mrs Farris if in support of request.

### Work to be carried out during Summer 2014

In addition to the normal mowing and tidying up work it is was agreed that the broken branches on the oaks adjacent to the bowls club should be removed by volunteers using a long handled saw and also that the stream below the wood be cleared. The statues also need oiling. Frank offered to carry this out. It is recommended Frank obtain the oil and charge to the PC.

## Expenses

John Wheadon has submitted fuel expenses for mowing and rolling work during 2013. It is recommended that these are paid.

The above recommendations were agreed. Proposed by: Cllr J Tydeman Seconded by: Cllr D Boulding. **Unanimous**

## ***Traffic, Pedestrians and Footpaths:***

A meeting was held on 14 May regarding the maintenance of the unregistered land in front of the church lych-gate. An email has been received from Kent Highways in response to the meeting. The hole at the end of the marble paving has been repaired and they will arrange for the kerb at the entrance to the rectory to be reinstated as well as further posts to be placed in the grass verge to prevent vehicles parking. Posts have also been ordered to replace the existing rusted posts. However, the work to the car park direction sign will need to be supplied by the PC. Iden Signs will be approached for a quote on the sign.

A letter was received by Cllr Hill from Kent Police regarding the 60mph speed limit between Woolpack Corner and the Village and was discussed.

The work on southside pavement phase 2 is due to start on 16 June 2014.

***Gordon Jones Playing Field and Play Area:*** The bonfire area on the playing field has been mown.

The inspection of the play area will take place in July. The refurbishment work on the play area has been chased.

It was **agreed** that the school and toddler group should be contacted regarding consultation on play equipment.

***Police Liaison:*** A crime report has been received below.

A parishioner has complained about loud vehicles and has been able to provide details of the vehicles. These have been passed to the PCSO with permission of the parishioner and action detailed in the report below.

3 crimes were reported for May 2014:

Vehicle interference – Cheeselands. (12/05/2014)

Burglary with intent to steal. – Chulhurst garages. (15/05/2014)

Burglary other than dwelling – Frittenden Road, ( 30/05/2014)

On Monday 2<sup>nd</sup> June , Police warnings (section 59) were issued to two local males in relation to the use of their cars/ manner of driving in and around the village.

A section 59 warning is issued to drivers who use their vehicles to cause alarm, annoyance or distress .

Any residents who have any index number plates, reports of these drivers should contact PC Steve Baker via PCSO Burden and they will deal with any offences positively.

**Planning and Local Housing:** Southern Housing Group is considering offering the tenancy of a property in Cheeslands to a relative of the deceased resident. The council has been asked to confirm the local connection.

Work appeared to be taking place regarding the new development in Sandeman Way.

*Local Needs Housing:* The owners of the Tapley Field are obtaining a valuation.

**KALC:** Nothing to report

**Parish Forum:** Nothing to report.

**Recycling:** An invitation for applications to the fund will go out in the September issue of the Parish Magazine.

**Village Hall Management Committee:** Councillors Lidgett and Lupton attended the AGM.

**Health and Safety:** Nothing to report

**Allotments:** All tenancy rents now received.

**John Mayne School:** Friends of John Mayne summer fete – 28 June 2014.

The meeting closed at 8.15 pm for refreshments and was re-opened at 8.30 pm.

## 12. Finance

- a) **Approval of cheques for payment.** The payment schedule was approved for payment. proposed by: Cllr P Harris Seconded by: Cllr E Stevenson-Rouse. **Unanimous.**
- b) **Accounts to 31 May 2014.** Circulated and noted.
- c) **To note the Finance Committee Minutes of 3 June 2014.** This meeting did not take place due to the Clerk's accident.
- d) **Annual Return 2013/14.** The full council considered the Annual Return, in particular Section 2, Annual Governance Statement. The answers agreed were as follows:
  - 1. Yes 2. Yes 3. Yes 4. Yes 5. Yes 6. Yes 7. Yes 8. Yes 9. N/A

The Council is also **agreed** that the Clerk may complete the Annual Return, sign the annual accounts and also sign the Annual Return to be sent to the External Auditor. Proposed by: Cllr E Stevenson-Rouse Seconded by: Cllr J Tydeman. **Unanimous**

The Internal Auditor had written a management letter (circulated) and has agreed to audit the parish council accounts 2014/15.

### 13. Planning

Case No	Parish	Location and Description	Decision
<a href="#">14/00539/AS</a>	Biddenden, Tenterden	<b>Boundary Farm, Cranbrook Road, Tenterden, Kent, TN30 6UR</b> Application for Lawful Development Certificate - Existing Development - occupation of dwelling in breach of Agricultural Occupancy Condition on WE/3/48/22(a)	<b>Object</b>
<a href="#">14/00620/AS</a>	Biddenden	<b>Kingsmead Oast, Cranbrook Road, Biddenden, Ashford, Kent, TN27 8ER</b> Single storey link extension and conversion of former stables to create residential extension to oast	<b>Support</b>

### 14. Correspondence

- 26/5 Email from Tractorfest asking to use the marquee (circulated). **Agreed**  
5/6 Letter from Caroline Hoare, PO. It was proposed that this item be taken in closed session. **Agreed.** The meeting was therefore closed to members of the public and press in accordance with sections 10 and 11 of the Standing Orders.

**It was agreed** that the Clerk write to the Post Office seeking clarification of the points mentioned in the circulated letter.

**j15. Items for future consideration.** Review of the Community Led Plan

**16. Date of Next Meeting: Parish Council Meeting:** Tuesday 8<sup>th</sup> July at 7.30 pm,  
Village Hall  
**No meeting in August**  
**Parish Council Meeting:** Tuesday 9<sup>th</sup> September at 7.30 pm,  
Village Hall

The meeting closed at 21.35

Alison Swannick            07783223450  
Parish Clerk