

BIDDENDEN PARISH COUNCIL

APPROVED Minutes of the Parish Council meeting held on Tuesday 14 January 2014 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 E Stevenson-Rouse
 Cllr F Chalk Cllr J Tydeman

1. Apologies for Absence

Cllr C Friend – Personal commitments

2. Parishioners' Questions

A parishioner had written an email to the Council regarding the recent accident outside Old Mill Court. It was stated that this issue would be discussed further during the meeting. The Clerk was requested to ask for an incident report from the police for consideration. Spencer Conway was thanked for his prompt action at the scene.

3. Any declarations of interest in items on the agenda

There were none.

4. Any changes to the Register of Members' Interests

There were none.

5. Minutes of the Parish Council Meeting held on 10 December 2013

There being no comments or alteration on the unapproved minutes, they were deemed to be a true and proper record of the meeting. Proposed by: Cllr E Cansdale
Seconded by: Cllr P Harris. **Agreed** by those who attended the meeting.

6. Matters for information not on the agenda

Discussion took place regarding the edited version of the BPC minutes by the Parish Magazine in the publication as reports had been received from parishioners that they are not very informative because they are heavily edited.

It was agreed that the Clerk should contact the editor of the Parish Magazine and ask that the minutes be printed in full.

7. Co-option

A notice for the co-option position left by Cllr Hunt's resignation was put in the January edition of the parish magazine and has again been submitted for the February edition if the publication timing is appropriate.

The deadline for applications for the remaining co-option position is Saturday 1 February.

8. Sue Maidens re talk on Young Kent

Young Kent is a charity which primarily supports the voluntary sector. Young Kent and Kent County Council for Voluntary youth Services joined together in 2012 to form Young Kent. It offers support services to youth organisations of all sizes through its membership services and its staff engage with their members and young people through face to face programmes.

The minimum requirement for helpers to set up a youth club is three. If Biddenden wishes to set up a club and gets to the point of having three volunteers, then it is welcome to contact Young Kent who will come out and talk to them and help them during the first three months of a club starting.

Sue is heavily involved in a youth club in her village where they have a large membership. A good place to start is by getting year 6 children to join and perhaps approach PTA parents to help start the club. Young Kent will provide services/activities at a reasonable price. Equipment and resources are available to voluntary groups from cameras to minibuses through local KCC Integrated Youth Services.

Affiliation to Young Kent is £84 per year

Questions were taken:

Q: What is the optimum number of young people?

A: Clubs must have a minimum of 10 members in order to affiliate to Young Kent. Most clubs have 15-30 members.

Q: What attracts at a youth club?

A: It depends. You should aim to have an activity every six weeks and run something in the summer in terms of activity days. There should always be some type of sport provision bought in. Word of mouth and Facebook are useful communication tools.

Other activities and possibilities were discussed. Sue gave an affiliation pack to the Clerk.

The Chairman thanked Sue for coming to talk to the council. It was agreed to discuss the matter further at the February meeting.

9. Report by Cllr Bell, ABC

Cllr Bell wished to make two points:

- i) Cllr Bell wished to thank the residents of Biddenden. The recycling system has now been rolled out and early indications show the recycling rate has gone from 9-10% to around 50%.
- ii) Ashford Borough Council has been looking at the budget and considering a 2% rise in Council Tax. However, they are hoping to push it down or freeze it if possible.

Questions were asked:

- i) Q: What is the target for the recycling and food bins? Is it measured by weight?
A: Cllr Bell to look into it and report back
- ii) Q: What about bottles in the waste?
A: They are manually sorted out.

Cllr Bell again said “a big thank you” to everyone who is taking the time to recycle. Initial feedback is that everyone is very pleased with the new system.

10. Southside Pavement Phase 2

The invoice for Phase 2 has now been received in the sum of £10,500. An email has also been received from Cllr Hill stating “I have looked at the papers we discussed at our site meeting and can confirm that the scope of the works is to complete the pavement from the Southside pavement crossing (phase 1) to the A274. The attached plan shows the extent of the works being planned”. The email and attachment were circulated electronically to councillors prior the meeting and hard copies provided at the meeting.

It was confirmed that the Parish Council had budgeted £8,000 for the work and a further £2,500 left over from the Old Mill Court development would be used to make up the £10,500. All the Old Mill Court money would then have been used.

It was noted that payment for the works are now required by KCC in advance. Having considered the above, it was, therefore **agreed** to pay the invoice for the work for Phase 2.

Proposed by: Cllr D Boulding Seconded by: Cllr A Lidgett. **Unanimous**

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

A letter has been received by ABC (circulated) requesting a date for public meeting and a provisional date of 18th March at 7.30 pm has been booked and a reply on this date is awaited from ABC. The Clerk was asked to advertise the meeting in the Parish Magazine once a date was confirmed. A new summary map should also be requested from ABC.

12. Local Needs Housing

ACRK has informed us that the owners of the preferred site are now in contact with the Charity Commission.

13. Implementation: Community Led Plan

Business Association: An Open meeting has been organised for 25 February 2014 at 7.30 pm.

Children, Youth and Leisure: See item 8.

Seating: Ashford Access has been contacted again. The council’s request for a “seat audit” will be put forward at their next meeting (no date yet).

Doctors Surgery: The Chairman had spoken to Cllr Hill and to Damian Green MP. Both were clear that the Clinical Commissioning Group now dealt with this matter. Cllr Stevenson-Rouse would look into how the council goes about getting a surgery.

The Chairman suggested that after the following three items he would take item 21 Correspondence. This was agreed.

14. Review of Risk Assessment

The document had been circulated prior to the meeting. The document was reviewed page by page. There being no further comment, it was proposed that the Council's Risk Assessment document was adopted as presented. Proposed by: Cllr D Boulding
Seconded by: Cllr A Lidgett. **Unanimous**

15. Review of Model Publication Scheme

The document had been circulated prior to the meeting. The document was reviewed page by page. It was **agreed** to remove the reference to documents being available in hard copy where it was available on the website. A general note should be added at the end stating that hard copies could be obtained at a charge of 10p per sheet rather than next to each item.

It was proposed to adopt the document as amended. Proposed by: Cllr D Boulding
Seconded by: Cllr E Stevenson-Rouse. **Unanimous.**

16. Review of Business Continuity Plan

The document had been circulated prior to the meeting. The document was reviewed page by page. Amendments were made and it was proposed to adopt the document as amended. Proposed by: Cllr P Harris Seconded by: Cllr A Lidgett. **Unanimous.**

21. Correspondence

19/12 Email from an agent regarding the promotion of land development at North St (previously circulated). *Councillors were asked if they wished to meet with the developer. The Clerk was asked what the council's response to such requests had previously been. The Clerk stated that in the past such requests had been turned down. **It was agreed** that the developer would be welcome to attend the public meeting planned for 18th March.*

14/1 Letter from Biddenden Consolidated Charity regarding approval of a new trustee. *The Council **agreed** that it was happy with the names proposed.*

An email had also been received from the John Mayne Trust regarding two nominations as trustees. The Council **agreed** the appointment of the two individuals proposed.

A request had been received to hire the Gordon Jones Playing Field from 28/7 – 8/8 for the Biddenden Sports Weeks. **Agreed.**

17. Commemoration of WW1

It was agreed that the Clerk should ask the History Society if they have any plans to arrange

anything to commemorate WW1.

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

Car Park, Toilets and Post Office: Several tiles need replacing on the PO roof following the recent storms and this will be fixed shortly.

Two quotations have now been received for the painting of the exterior of the PO and toilets: Quote A: £557.50 Quote B: £850.00. **It was agreed** to accept quotation A.

The repairs to the overhead barrier in the car park will take place shortly.

ABC has paid the toilet grant of £3000.

The specification for work to the fence along the northside of the car park has been prepared.

The disabled toilet door is currently stuck due to the wood swelling and a contractor has fixed the problem. Someone is still using the disabled toilet to smoke in and some cleaning supplies have been stolen. This has been reported to the police.

The CCTV is to be repaired as there appears to be no power getting to it.

Millennium Field and Jubilee Meadow: A reply is awaited from KHS re whose responsibility the maintenance of the Sissinghurst Rd culvert is.

Traffic, Pedestrians and Footpaths: The path at the bottom of Mansion House Close has been cleared and thanks were expressed to the person who did this.

The deep hole outside 39 Glebelands has been reported and is still awaiting attention.

A contractor has been instructed to repair the four loose Bethersden marble stones by the church lych-gate. Once completed a meeting will be organised with affected parties.

A brick is missing from the front of the bus shelter and a builder has been asked to replace it.

The painting of the Village sign pole is still outstanding. This will be completed when the weather conditions are suitable.

A letter has been received from a parishioner regarding the damage done to the verges from High Halden Road to Cot Lane. This route was used as a diversion and the verges have been damaged by lorries etc. The Clerk was asked to put in a request for Highways to look at the matter.

The new turf on the village green has been churned up by a vehicle.

Gordon Jones Playing Field and Play Area: Following the play area annual safety inspection, a quotation has been received for the medium risk remedial work and this was circulated. It was stated that one quote had been sought because this contractor has previously done the work on the play area. **It was agreed** to accept the quotation for the work as detailed on the circulated document. There would be an additional amount for a new basketball net.

As discussed at the last meeting, a proposal for a new playground (£75,000) has been received. A figure of £35,000 has been included in the 2014/15 budget under Special Projects. This assumes that any shortfall will be provided by grants. Other quotations are being sought and meetings with prospective suppliers held. A meeting has been with the ABC Open Space and Landscape Officer.

The contract for the mowing of the GJ playing field and verges in the village has been put out to tender.

Police Liaison: A crime list from the PCSO together with details of a website www.police.uk (circulated). It was noted that the crime statistics for the Ashford area is 10% higher than other areas for burglary. Cllr Boulding was asked to make a link on the council website.

The East Kent Neighbourhood Watch Liaison Officer, Alex Harrington, will be speaking at the council meeting on 11th February.

The Clerk has contacted Anne Barnes' office to find out about costs and the possibility of getting a dedicated PCSO.

Planning and Local Housing: A 3 bedroom end of terrace house has become available in Sandeman Way at £114,125 for a 55% share through English Rural.

KALC: Nothing to report

Parish Forum: The next meeting of the Parish Forum will be held on 22 January 2014.

Recycling: A notice has been put into the parish magazine for applications to the fund. The closing date for applications is Friday 7th February.

Health and Safety: The potholes at the top end of the Millennium Field car park need to be monitored.

Allotments: Nothing to report

John Mayne School: The primary school admissions process for admission into Reception Class in September 2014 has now closed. The school will be taking part in an athletics tournament on 15 January. The Friends of John Mayne will be holding a jumble sale on 25 January.

Speedwatch: Nothing to report. **It was agreed** to remove this heading from future agendas as it was an independent group.

19. Finance

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

b) Accounts to 31 December: The monthly accounts had been distributed electronically and in hard copy. There being no comments on the accounts, they were duly noted.

c) Bank Accounts – The council was asked to formally make a resolution to set up a bank account with Nationwide International. The matter was fully discussed. **It was** agreed that the signatories for the 6 month savings bond should be the same signatories as for the current account.

It was formally **RESOLVED** to set up a 6 month savings bond account with Nationwide International and to accept the wording for the bank as put forward and circulated in advance by the Clerk. An amount of £20,000 should be put in the account and the Clerk is authorised to complete the forms and send the cheque on the Council's behalf accordingly and liaise with NIL as necessary. Proposed by: Cllr F Chalk Seconded by: Cllr P Harris.
Unanimous.

20. Planning

21. Case No	Parish	Location and Description	Decision
13/01397/AS	Biddenden	Orchard House, Sissinghurst Road, Biddenden, Ashford, Kent, TN27 8EH Erection of a single storey side extension	Support
14/00021/AS	Biddenden	23 Mansion House Close, Biddenden, Ashford, Kent, TN27 8DE Loft conversion with hipped to gable with half/barn hip roof extension, pitched roof dormer window to rear elevation, increase height of existing chimney and 4 x velux windows to front elevation.	Support

PLANNING COMMITTEE APPLICATIONS

Case No and Committee	Parish	Location and Description	Action
13/00239/AS 15 Jan 2014	Biddenden	Barn at, Hare Plain Farm, Hareplain Road, Biddenden, Kent Proposed conversion of redundant curtilage listed barn to dwelling; construction of a detached garage; erection of gates and fencing and installation of sewage treatment plant.	No further action

22. Items for future consideration

Staffing – Appraisals

23. Date of next meeting: Parish Council Meeting, Tuesday 11 February 2014 at 7.30 pm in the Village Hall

All Welcome

Mrs A Swannick
Parish Clerk