

BIDDENDEN PARISH COUNCIL

14 April 2015

APPROVED Minutes of the Parish Council Meeting held on Tuesday 14 April 2015 at 7.30 pm in the Village Hall, Biddenden

Present: Cllr T Lupton (Chair) Cllr A Lidgett
Cllr D Boulding Cllr S Parks
Cllr E Cansdale Cllr E Stevenson-Rouse

Cllr N Bell, ABC
Mrs A Swannick (Clerk)

14 Parishioners attended.

1. Elect a Chairman for the meeting

In the absence of the Chairman, the Clerk requested councillors to elect a chairman for the meeting. Cllr T Lupton's name was put forward. Proposed by: Cllr E Cansdale Seconded by: Cllr E Stevenson-Rouse. **Unanimous.** Cllr Lupton was duly elected Chairman.

2. Apologies for absence

Apologies were received from:

Cllr P Cameron due to personal commitment.
Cllr C Friend due to holiday
Cllr P Harris due to personal commitment
Cllr J Tydeman due to holiday

3. Parishioners questions

- a) Is there a council protocol when situations arise such as the recent attempt by gypsies/travellers to settle in a field in Mockbeggar Lane? If so, why was it not followed? *There is, however in this case it was an Ashford Borough Council responsibility so the matter would have been referred by the PC to the ABC emergency help desk. Cllr Bell stated that he had been involved in pushing for ABC officers to take action and that he had concerns about how well their protocol worked.*
- b) A question was asked regarding the issuing of a Temporary Stop Notice under the law, as a planning officer had said that it wasn't appropriate to issue one. Residents had to personally fund the issue of an injunction. ABC should be asked to ensure that their officers understand how a Temporary Stop Notice should be issued. *The Parish Council does reflect the concerns of residents and this will be formally expressed in a letter. It was stated that there is a telephone number for reporting unauthorised encampments either on-line at: <http://www.ashford.gov.uk/reporting-unauthorised-encampments> or by telephone at: 01233 330227 and selecting an appropriate option (this number can be rung any time). Cllr Bell and Cllr Clarkson*

were thanked for their help in this matter, as without their assistance it is feared ABC would not have taken any action. .

c) A parishioner wished to speak against planning application AS/00265/AS.

4. Any declarations of interest in items on the agenda

Cllr A Lidgett - personal interest regarding two recycling fund applications
Cllr E Stevenson-Rouse regarding agenda item 11.

5. Any changes to disclosure of pecuniary interests

Cllr Stevenson-Rouse has bought some land. Details to be given to the clerk.

6. Minutes of the Parish Council meeting held on 10 March 2015

There being no comments or amendments the minutes were deemed to be a true and proper record of the meeting. Proposed by: Cllr S Parks Seconded by: Cllr E Cansdale.
Agreed by those who attended the meeting.

7. Matters for information not on the agenda

The Chairman stated that agenda item 18 may be taken in closed session.

8. Report by Cllr Bell, ABC

Cllr Bell is looking to get the process relating to what happens when unauthorised encampments are taking place improved. There were no questions for Cllr Bell.

9. Election

The Parish Council Elections take place on Thursday 7th May. The Clerk took 8 nominations into Ashford Borough Council (as notified) on 26th March for checking and received 8 letters of valid nomination which have been scanned and emailed to the relevant councillor. The deadline was 9th April. A full list of nominations received by ABC will shortly be available. There will be three co-option places available after the election.

Other elections also taking place are a) Borough Council Elections and b) General Election.

10. Ashford Borough Council Local Plan to 2030 - Site submissions for Biddenden

Nothing further to report.

11. Correspondence relating to planning issues in Mockbeggar Lane

Cllr Stevenson-Rouse left the room.

The Parish Council had been notified by Cllr Bell of a suspected illegal dwelling site in Mockbeggar Lane. Action had been taken by both Cllr Bell, Cllr Clarkson and the residents themselves. Emails detailing the issue had been circulated to all councillors. Councillors discussed the issue and their concerns regarding procedure and the advice given by officers

at Ashford Borough Council.

It was agreed that the Clerk should write to Cllr Clarkson, copying the letter into the Head of Planning, the Chief Executive and Cllr Bell, detailing what had happened and expressing concern. Clarification of the emergency procedure in such cases should be sought and a copy requested in order that councillors could consider whether it had been followed.

Cllr Stevenson-Rouse re-joined the meeting.

12. Broadband

There is no further news on this issue. Information had been received saying that BT high-speed broadband was coming soon. Biddenden Business Association is looking into this issue and carrying out a survey as to its effectiveness.

13. Agenda Items and Group Reports

Car Park, Toilets and Post Office: The men's toilets have once again been blocked and the plumber has been called out. A lady got stuck in the ladies' cubicle and had to be got out. The locksmith was called out to replace the lock and also to check the main door lock.

Millennium Field and Jubilee Meadow: The contractors for the tree work have been instructed and a start and they cannot start it before June.

Concerns were raised regarding the tree survey as one tree had been marked "amber" and it was not in the council owned part of the woods. There were also two trees not identified which needed to be looked at. **It was agreed** that these concerns should be addressed by the Millennium Field and Jubilee Meadow Working Group prior to any tree work taking place in June.

Traffic, Pedestrians and Footpaths: Nothing further has been heard relating to the Chairman's request for a permanent speed sign on North Street.

An email from a parishioner regarding road names has been received. Please see Correspondence List "Action". Disappointment that the Council's choice of Witherden Close had not been agreed was expressed. Councillors would keep the name in mind to see if it may be suitable should another development arise.

A reply has been received from Ashford Recovery Ltd regarding the parking of their vehicles in Biddenden. It was **agreed** that the PCSO should be approached for clarification regarding their reply.

A complaint has been received about a double glazing van parking outside the Red Lion. The issue was discussed but **agreed** that no action could be done as the driver was parking legally.

Gordon Jones Playing Field and Play Area: Following the last meeting, a formal request for a meeting with Biddenden Juniors has been received and passed to the chair of the Gordon Jones Playing Field and Play Area Working Group. The football club wish to discuss drainage further. The original quote was for the job from the beginning. They have since had the contractor who did the ditches in the first place and knows the drainage of the field in and

have a quotation in the region of £600. **It was agreed** that a meeting needs to be fixed by the Working Group with the Football Club for 20 minutes one evening to discuss relevant issues and results reported back to the full council.

Play Area: A meeting has been held and the results of replies to the questionnaires collated. The working group will put together a list of equipment required and will get three quotations for consideration of next actions to be taken.

Planning and Local Housing: Nothing to report.

Police Liaison:

The Police.UK figures for February 2015 are as follows:

Anti-social behaviour	1
Burglary	1
Criminal damage & arson	1
Violence & sexual offences	4

Total: 7

KALC: The new date for the Ashford KALC meeting is 3rd June.

Parish Forum: The new date for the Parish Forum meeting is 22nd July.

Recycling: A meeting was held on 7th April. The recommendations from the Recycling Working Group were considered as follows:

2nd DISTRIBUTION OF FUNDS IN YEAR 2014-2015

£6750.74 available for distribution.

- a) **Friends of John Mayne** – requested a donation towards new sound system for outdoor theatre. **It was agreed to recommend to the PC that the request be denied as they received a donation in the 1st Distribution of this year.**
- b) **Biddenden Bowls Club** – requested a donation towards a £1000 cost for repairs to externals of clubhouse. **It was agreed to recommend to the PC that the request be denied as they received a donation in the 1st Distribution of this year.**
- c) **High Halden Road Neighbourhood Watch** – requested a donation towards a cost of £200 for new signs and stationery to promote the scheme in the Biddenden area. **It was agreed to recommend to the PC that this request be accepted in full upon production of receipts.**
- d) **All Saints' Church** – requested donation towards the cost of £1725 for a new 24" mower to use in the churchyard. **It was agreed to recommend to the PC that this request be**

accepted with a donation of £500 from the Recycling Fund.

- e) **Biddenden Speedwatch Group** – requested funds towards a new tripod for the SID equipment plus new signs saying “Biddenden supports Speedwatch – SLOW DOWN” to be placed on the outskirts of the village. Total amount required £130. **It was agreed to recommend to the PC that this request be accepted in full, and that the monies be used by the Parish Council to purchase the required items for the group.**
- f) **Biddenden Tractorfest** – requested funds towards the preparation costs of this year’s Tractorfest in August. Profits will then be divided between clubs and organisations in the community. **It was agreed to recommend to the PC that a donation of £1000 be made towards the Tractorfest funds.**

This makes a proposed distribution of £1,830, leaving £4,920.74 in the fund for future distributions.

It was agreed that the applications from Biddenden Bowls Club and John Mayne School would be carried forward to the next distribution.

It was agreed the Parish Council that the Parish Clerk writes to Ashford Borough Council thanking them for the monies received for recycling and explaining how it has been put to good use around the community, in the hope of getting the payments continued.

The above recommendations were **agreed**. Proposed by: Cllr D Boulding
Seconded by: Cllr E Stevenson-Rouse. **Unanimous**.

Village Hall Management Committee: At the play a raffle was held and first prize was not claimed. Anyone holding a pink ticket, no. 413 should contact tel no: 01580291931

Health and Safety: Nothing to report.

Allotments: All the vacant plots have been taken. Renewal notices for 2015/16 have been issued and plot rentals are coming in. There is only one person on the waiting list and a notice was put in the parish magazine. The BAA is aware of the short waiting list.

John Mayne School: No report. The school was closed for the Easter Break. However, the April Newsletter is available at: http://www.john-mayne.kent.sch.uk/docs/newsletters/Newsletter_April_2015.pdf

The meeting closed at 20.20 for refreshments and was re-opened at 20.40.

14. Finance

- a) Approval of cheques for payment: The Payment Schedule was presented.
Proposed by: Cllr E Stevenson-Rouse Seconded by: Cllr S Parks. **Unanimous**
- b) To Note Accounts to 31 March 2015. Noted
- c) Annual Return: The Annual Return forms have been received from the External Auditor.

The accounts are ready to go to the Internal Auditor. A Finance Committee will take place on 2nd June to consider the Annual Return prior to the council meeting on 9th June.

15. Planning

16. Case No	Parish	Location and Description	Decision
15/00265/AS	Biddenden	Squirrels Oak, Tenterden Road, Biddenden, Ashford, Kent, TN27 8BL Proposed development of 5 dwellings and associated vehicular access	Object
15/00317/AS	Biddenden	Heartsay Garage, Headcorn Road, Biddenden, Ashford, Kent, TN27 8JY Change of use of the land to station a mobile catering trailer	Object
15/00404/AS	Biddenden	Duesden, Tenterden Road, Biddenden, Ashford, Kent, TN27 8BJ Removal of conservatory, remodelling of existing single storey extension including changes in fenestration and installation of flue, change from window to door on south elevation	Support
15/00406/AS	Biddenden	Duesden, Tenterden Road, Biddenden, Ashford, Kent, TN27 8BJ Removal of conservatory, remodelling of existing single storey extension including changes in fenestration and installation of flue, change from window to door on south elevation	Support
15/00387/AS	Biddenden	2 Chulkhurst, Sissinghurst Road, Biddenden, Ashford, Kent, TN27 8DG First floor rear extension	Support
15/00449/AS	Biddenden	Greenacres Farm, Sissinghurst Road, Biddenden, Ashford, Kent, TN27 8EH Erection of a single storey building to be used as amenity space and a two-storey building to be used as retail space in connection with fishing business	Site Visit carried out. Support providing roof height is reduced.

TREE APPLICATIONS

Case No	Parish	Location and Description	Decision
15/00047/TC	Biddenden	Orchard Lodge, Tenterden Road, Biddenden, Ashford, Kent, TN27 8BB 10 x Conifers (T1) - Fell	Support

16. Correspondence

It was agreed that the Clerk should reply to the letter regarding the ABC Community Governance Review informing the review that Biddenden did not wish to change its boundaries, the ward structure or the number of elected councillors.

There were no further comments regarding correspondence items.

17. Items for future consideration

- a) All policies need to be considered in the same way as last year prior to the Annual Statutory Meeting in May.
- b) The Annual Return

The Clerk read out a message from the Chairman thanking councillors for their work and support during the year and thanking Cllr Lupton for his work as a councillor and chairman on the parish council.

18. Post Office

It was agreed that this item be taken in closed session. Members of the public were asked to leave the meeting for this item.

Councillors were aware of the Local Government Act 1972 General Disposal Consent Order (England) 2003 and after careful deliberation duly **agreed** to reduce the rental figure for the remaining 27 months of the lease as detailed below, as they were convinced by the justification that there was social, economic and community benefit to agree the below rate:

The rent to be adjusted as follows:

- a) The rent for the Lease of the Property will be reduced to £200 per month effective from 26 March 2015.
- b) This concession applies to Annual Rent only and does not include a reduction in the insurance or service charges.
- c) The other terms of the Lease remain the same, including the review of rent as set out in Schedule 2 of the Lease, the first review under this arrangement being on 28 June 2016.

Proposed by: Cllr E Cansdale Seconded by: Cllr A Lidgett. **Unanimous.**

The Clerk was asked to instruct the council's solicitor to draw up a side letter to the lease. This could be signed by two councillors on behalf of the council.

19. Date of Next Meeting: Parish Council Meeting (Statutory Annual Meeting), Tuesday 12 May 2015 at 7.30 pm in the Village Hall
Annual Parish Meeting, Tuesday 26 May 2015 at 7.00 pm in the Village Hall
Finance Committee, Tuesday 2 June 2015 at

All Welcome