

BIDDENDEN PARISH COUNCIL

APPROVED Minutes of the Parish Council Meeting held on Tuesday 7 February 2017 at 7.30 pm in the Village Hall, Biddenden

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

Mrs A Swannick - Clerk

3 parishioners attended

1. Apologies for absence

Cllr T Bizley due to illness.

2. Parishioners' questions

None.

3. Any Declarations of Interest in items on the agenda

To be notified to the Clerk in advance or declared at the meeting.

4. Any changes to Disclosure of Pecuniary Interests

Cllr P Harris due to the proximity to her home of application 17/00066/AS

5. Minutes of the Parish Council meeting held on 3 January 2017

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

6. Matters for information not on the agenda

- a) The salt bin in the churchyard is full of flowers from graves
- b) Two more wooden bollards need to be put in on the green verge opposite the Tiny Teapot as cars are churning up the grass
- c) A meeting is to be held with the Church and Action with Communities in Rural Kent to discuss the repair/replacement of the lichgate and repair to the area in front of it. Funding will also be discussed.
- d) Broadband. Discussion took place regarding the poor broadband download and upload speeds in some parts of the village. **It was agreed** that Survey Monkey should be used to provide an online survey and that a copy should be put into the parish magazine to inform parishioners and try and get information regarding where speeds are particularly bad. A parishioner stated that the deadline for the parish magazine was 13 February but that it may be possible to get an extension given that the new printer was faster. Cllrs Tydeman, Stevenson-Rouse, Boulding and Lidgett were

tasked with organising this.

7. Report by Cllr Bell, ABC

It is expected that the revisions to the draft Local Plan will be presented to the ABC at the June Cabinet meeting. This would trigger a six-week public consultation over the summer with the aim of formally submitting the Plan to the Planning Inspectorate for examination before the end of 2017. The examination itself would then be held in early 2018.

8. Ashford Borough Council Local Plan to 2030 – Site submissions for Biddenden

See item 7 above. A letter has been received from Ashford Borough Council in response to the Parish Council's letter. On page 2, paragraph 1 of the letter, councillors were asked if Parish Council could "confirm if they are supportive of the principle of the provision of the community building as detailed within the current policy? (This is irrespective of the housing number as this is a separate issue)".

Councillors discussed this issue and there was some disagreement as to whether the result of the questionnaire was that no community building was wanted or not. **It was agreed** that the questionnaire wording should be looked at again and the issue brought forward for further discussion at the meeting on 7th March before any reply is made to ABC.

9. Telecommunications Mast

It has been confirmed that the proposed mast at North Street is NOT lattice. It will be a further height extension to the existing mast which currently accommodates EE and H3G, to accommodate Telefonica and Vodafone.. The poor reception to the south of the parish was discussed and the fact that to achieve good reception here a mast of 37m high would be required since the land to the south of the A262 to the Benenden Road/Cranbrook Road crossroads remains approximately 71/72 metres above sea level. This would be unacceptable in planning terms.

10. Model Publication Scheme

Councillors considered the Model Publication Scheme. An amendment to the details of the Secretary of VHMC was made. The MPS was **agreed** subject to this amendment being incorporated in the document. Proposed by: Cllr J Tydeman Seconded by: Cllr D Boulding. **Unanimous.**

11. Risk Assessment

Councillors were asked to review the Risk Assessment. The Clerk and Chairman had made some minor amendments and these were identified in the circulated document. Proposed by: Cllr S Parks Seconded by: Cllr E Stevenson-Rouse. **Unanimous.**

12. Business Continuity Plan

Councillors reviewed the Business Continuity Plan. An amendment was made to page 3 of the plan under "Fly-tipping" where details of the Country Eye app were inserted. It was **agreed** to adopt the plan as amended. Proposed by: Cllr S Parks Seconded by: Cllr J Tydeman. **Unanimous.**

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

Car Park, Toilets and Post Office: The Men's toilet has been blocked twice in the past month. The locksmith has been asked to quote for a lock on the door that allows the door to be locked/unlocked from the outside in an effort to stop people continuing to use a blocked toilet. New toilet paper will be sourced that breaks down more quickly to avoid blockages. However, the cost will increase.

The ladies' toilet door lock is not functioning correctly and the locksmith has been asked to fix it. The cost would be approximately £250.

Millennium Field and Jubilee Meadow: National Power Networks have been in touch regarding tree work required in the Millennium Field woods where branches are touching the power lines. This was referred to the MF and JM Working Group. The Tapley Meadow is also affected but that is the responsibility of Biddenden Consolidated Charity.

A letter has been received from Department for Environment, Food & Rural Affairs informing the council that it owns land in the Nitrate Zone. This is Hammer Stream in the Jubilee Meadow. The field is not regularly grazed, only seasonally and not intensively so it is unlikely that nitrate limits will be reached. However, the information has been passed to the grazer for comment as he is required to maintain records and provide them when required.

Traffic, Pedestrians and Footpaths: The renovation and repair of the large noticeboard will take place shortly. The work will be done on site.

The bin outside the village shop has been replaced.

A review of dog bins by ABC is taking place. A walk around with the dog warden will take place to identify which belong to ABC and which belong to BPC. The issue of replacing them and who is going to collect the contents needs to be discussed further with the dog warden. Discussion needs to take place regarding who collects contents from any new dog bins.

The telephone box adoption is ongoing.

Gordon Jones Playing Field and Play Area: The contract for the mowing of the Gordon Jones Playing Field is due to end in March. Three contractors were initially contacted to quote. The incumbent declined to quote and a second is fully booked. The third has done work for BPC before and has submitted two quotes. The Clerk was asked to go back to this contractor and ask him to look again at the quote given for the mowing of the pitches as it was high in comparison to the other quote received. The Clerk was also asked to contact Aspire, who do work for ABC, for a quote. These quotations would be considered further at the March meeting.

BPC has always had the verges from the recreation ground to Cloth Hall Gardens and outside the church on the High Street. However, Kent Highways had been contacted to see why the PC is cutting verges on a public highway. KCC had replied that it could cut the verges but that it would be discretionary. The Clerk was asked to suggest that the council cuts the verges and invoices KCC.

The Clerk was asked to check with the contractor when the conditions would be right to mole plough the playing field.

Planning and Local Housing: Nothing to report.

S27 and S43 Working Group: Nothing to report.

Police Liaison and Neighbourhood Watch: Police UK shows 6 crimes reported in November 2016:

Burglary	1
Criminal Damage & Arson	1
Other Theft	1
Vehicle Crime	1
Violence & Sexual Offences	2

Neighbourhood Watch: There has been an increase in shed break-ins and mower/quad bike theft.

KALC: Nothing to report.

Parish & Urban Forum: Nothing to report.

Community Project Fund: It had been agreed by the parish council to contribute towards the cost of transporting a container to house the Biddenden Juniors mower. This was subject to a reply being received from ABC planning regarding whether planning permission was required. It would appear that if the container is in situ for more than a couple of months it would be considered permanent and therefore planning permission would be required. Biddenden Juniors have been informed. **It was agreed** that if the football club wished to pursue this that they should apply for planning permission.

Applications for the next round of funding should be made by the end of April and notices will shortly go up.

Village Hall Management Committee: It was reported that VHMC were in the process of drafting new policies for all the sports clubs. This is ongoing. A paper is being drafted and a meeting with the parish council will be requested in due course.

Health and Safety: A bin in the Millennium Field car park needs to be fixed down.

Allotments: Renewal notices will be going out shortly

John Mayne School: See the attached newsletters.

14. Finance

a) Approval of cheques for payment: The list of cheques for payment and payments online/already made was presented. Proposed by: Cllr D Boulding Seconded by: Cllr A Lidgett. **Unanimous.**

b) Note accounts to 31 January 2017. The accounts to 31 January 2017 were presented and noted.

A new internal auditor is being sought. 3 invitations to tender were sent out and only one replied. KCC auditing were also subsequently contacted. **It was agreed** that the local company should be asked to act as Internal Auditor, but the Clerk should ask if they would give a definitive figure for doing it rather than a range. Proposed by: Cllr A Lidgett Seconded by: Cllr P Harris. **Unanimous**

It was reported that the Nationwide Business Saver Fixed Rate Account was about to mature. Options available were given and rates detailed. **It was agreed** that the money should go into the Business 1 Year Saver Account and that a further £20,000 should be transferred from the council's NatWest account into the new account, giving a total amount of £40,000 plus interest in it. Proposed by: Cllr S Parks Seconded by: Cllr E Stevenson-Rouse. **Unanimous.**

15. Planning – to note decisions and any plans tabled

Case No	Parish	Location and Description	Decision
16/01860/AS	Biddenden	Ashenden Farm, Bell Lane, Biddenden, Ashford, Kent, TN27 8LD Prior approval for change of use of 3 agricultural barns and land within their curtilage to 3 dwellings	Support but concerned there is no information what they will look like etc
16/01782/AS	Biddenden	20 High Street, Biddenden, Ashford, Kent, TN27 8AH Removal of an internal wall	Support
17/00013/AS	Biddenden	Pullen Barn Farm, Headcorn Road, Biddenden, Ashford, Kent, TN27 8JA Prior approval for proposed change of use of 2 agricultural barns and land within their curtilage to 3no. dwellings (revision to 16/00514/AS)	Support but more information required
16/01882/AS	Biddenden	East Wing, Old Cloth Hall, North Street, Biddenden, Ashford, Kent, TN27 8AG Repair and partial rebuilding of boundary wall adjacent to North Street	Object as no specification on wall rebuild given
17/00022/AS	Biddenden	East Wing, Old Cloth Hall, North Street, Biddenden, Ashford, Kent, TN27 8AG Repair and partial rebuilding of boundary wall adjacent to North Street	Object as no specification on wall rebuild given
17/00039/AS	Biddenden	Bargate Farm, Cranbrook Road, Biddenden, Ashford, Kent, TN27 8DY Proposed single storey timber frame extension to the rear. Extension of ground floor w/c. Dormer window to ancillary space above detached garage with new external stair.	Support
17/00040/AS	Biddenden	Bargate Farm, Cranbrook Road, Biddenden, Ashford, Kent, TN27 8DY Proposed single storey timber frame extension to the rear. Extension of ground floor w/c. Dormer window to ancillary space above detached garage with new external stair.	Support
17/00066/AS	Biddenden	Agricultural Building, Park Farm, Frittenden Road, Biddenden, Kent Prior approval for change of use from agricultural barn to a single dwelling	Support but further details required.
16/01791/AS	Biddenden	Mansion House Cottage, Mansion House Close, Biddenden, Ashford, Kent, TN27 8DE Proposed single storey extension	Support
17/00108/AS	Biddenden	5 Church View, Biddenden, Ashford, Kent, TN27 8EB Proposed single storey front & side extension.	Supports
17/00082/AS	Biddenden	Hales Place, Cranbrook Road, Biddenden, Ashford, Kent, TN27 8DY Erection of a timber frame, weather-board clad garden shed built on concrete base.	Support
17/00156/AS	Biddenden	Agricultural Building at, Great Batchelors Lodge, Sissinghurst Road, Biddenden, Kent Prior approval of proposed change of use of agricultural building and land within its curtilage to dwellinghouse and associated operational development	Support

Case No	Parish	Location and Description	Decision
17/00124/AS	Biddenden	East Ongley Farm, Ongley Lane, Biddenden, Ashford, Kent, TN27 8HF Prior approval for the associated operational development in accordance with the prior approval 15/00931/	Support
17/00127/AS	Biddenden	32 Mansion House Close, Biddenden, Ashford, Kent, TN27 8DE Conversion of garage to living accommodation	Support

16. Correspondence

The Correspondence List was presented. There were no comments or requests for copies of correspondence.

The Chairman stated that the following agenda items should be taken in closed session.
Proposed by: Cllr E Cansdale Seconded by: Cllr E Stevenson-Rouse. **Unanimous.**

17. Co-option

Mr Richard Wayre had applied for a co-option vacancy. The co-option process took place and Mr Wayre was co-opted onto the parish council. He will formally commence as a councillor at the meeting to be held on 7th March.

Cllr Harris left the meeting.

18. Staffing

The Clerk stated that the Council had met its legal obligations.

19. Information items

An email has been sent to ABC regarding both the signage at Woolpack Corner and the new gateway being formed on the Tenterden Road past Woolpack Corner.

20. Items for future consideration

- 21. Date of Next Meeting:** Parish Council Meeting, Tuesday 7 March 2017 at 7.30 pm in the Village Hall.

The meeting closed at 10.00 pm.

Alison Swannick
Parish Clerk