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## Biddenden Parish Council

### APPROVED Minutes of the Parish Council meeting held on Tuesday 3 July 2018 at 7.30 pm in the Old Village Hall, Biddenden

Present: Cllr J Tydeman (Chair)  
Cllr T Bizley  
Cllr D Boulding  
Cllr P Harris

Cllr R Hunt  
Cllr G Latter  
Cllr A Lidgett  
Cllr E Stevenson-Rouse

One parishioner attended.

#### 1. Apologies for absence

Cllr E Cansdale due to personal commitments  
Cllr C Friend due to personal commitments  
Borough Cllr Neil Bell

#### 2. Parishioners' Questions

None.

#### 3. Any declarations of interest in items on the Agenda

Cllr Boulding – Item 14, Website – prejudicial interest  
Cllr J Tydeman re planning application 18/00838/AS  
Cllr P Harris re planning application 18/00794/AS

#### 4. Any alterations to Disclosure of Pecuniary Interests

None.

#### 5. Approval of the unapproved minutes of the meeting held on 5 June 2018

There being no comments or amendments, the minutes were considered to be a true and proper record of the meeting. Proposed by: Cllr D Boulding Seconded by: Cllr A Lidgett.  
**Unanimous.**

#### 6. Any matters for information not on the agenda

The Headcorn doctors' surgery has written to the parish council informing it formally that it wishes to stop providing a service in the village. The surgery hasn't been operational for some time. However, a subsequent letter email has been received asking the parish council to let their patients know. The Clerk has written back pointing the surgery towards the parish magazine if they wish to publicise the closure but also stating that the surgery is in a far better position to know where those patients who used the service most live.

The Chairman stated that he had copied councillors in on a letter that he had received from the editor of the parish magazine and had replied.

#### 7. Report by Borough Councillor, ABC

In Cllr Bell's absence, his report was read to the meeting.

"As an addendum to my last email and by way of a report for this evening (as I'm not attending), may I add that although the reasons for Gladman's withdrawal are not yet fully

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known, it may well be that they are never fully known - Gladman are not the sort of organisation that cooperates with the planning authority.

Nonetheless, I'm very confident that we have fought off this application and that Ashford Borough Council's Local plan will protect Biddenden for the next few years.

I would like to put on record my thanks for all the time and hard work which residents and the parish council have put into fighting this application. Much of the work which has taken place has been out of sight, but the goodwill and backing of our local community in opposing Gladman has been both reassuring and effective."

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

a) **Update:** Nothing further has been heard since the last meeting.

b) **Gladman Appeal:** There is good news. Gladman has withdrawn its appeal for 110 houses, and the appeal has been cancelled by the Planning Inspectorate. The council's solicitor has been informed.

### 9. Village Green

Two consultation days on the KCC design for the village green were held by KCC on 12<sup>th</sup> and 26<sup>th</sup> June in the Village Hall. The consultation period ends on 9 July.

### 10. New Model Standing Orders

The new model standing orders were presented and approved. Proposed by: Cllr D Boulding  
Seconded by: Cllr E Stevenson-Rouse. **Unanimous.**

### 11. Data Protection Policy

The council has done an Impact Assessment and sent a copy of its Data Protection Policy and the Impact Assessment to the DPO. The DPO will check both of which had been sent to its DPO.

### 12. Records Management Policy

The Records Management Policy was replaced with a new Document Retention Policy.  
Proposed by: Cllr P Harris                      Seconded by: Cllr D Boulding. **Unanimous.**

### 13. Privacy Policy

The new Privacy Policy was approved. Proposed by: Cllr E Stevenson-Rouse    Seconded by: Cllr T Bizley. **Unanimous.**

### 14. Website

Discussion took place regarding a web platform and pros and cons of WordPress and it was **agreed** not to use it as a preferred platform. It was **agreed** that Cllr Harris and Cllr Boulding will investigate the redesign prior to going out to tender.

### 15. GDPR

GDPR compliance is still taking place, and policies are being updated. An Impact Assessment has been done as mentioned in item 11. A CCTV policy was presented.

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Proposed by: Cllr G Latter Seconded by: Cllr E Stevenson-Rouse. **Unanimous.**

A Staff Privacy policy were presented for consideration. Proposed by: Cllr T Bizley  
Seconded by: Cllr D Boulding. **Unanimous.**

### 16. Telecommunications Mast

New documents have been received from Shared Access regarding the positioning of the mast – these had been revised since the last meeting. Councillors were asked to consider the new drawings. It has been confirmed by the council's solicitors that the new position is not covered by the restrictive covenant on the GJ Playing Field. Councillors **agreed** to look at the issue again at the September meeting when the proper drawing had been provided and details of the type of mast proposed.

### 17. Burial Ground

A letter has been received from the vicar stating that the churchyard is becoming full and more land is required (attached). Advice from KALC had been sought and circulated. **It was agreed** that the Clerk should write to Revd Bienfait stating that the first two option that he outlined should be explored in the first instance, and there were issues with his suggestion for use of additional land. The parish council does not wish to be responsible for burial grounds.

### 18. Reports from Group Chairmen (if necessary):

**PO, Car park and toilets:** The disabled alarm in the toilets has been fitted. The locksmith has been called as the toilet doors are not locking. A plumber has also been called to re-route the piping from the urinal in the men's through to the ladies and out. It was joined up to the piping from the wash basin and blockages were causing it to overflow.

**Millennium Field and Jubilee Meadow.** A MF/JM working group meeting was held on 28/6. A short report was given. The minutes of the meeting would be available at the September meeting.

**Traffic, Pedestrians and Footpaths:** Nothing to report.

**Gordon Jones Field and Play Area:** The grass growing has slowed down, although the way the invoicing period has come upon us means that we will have three cuts in one invoice so a much larger bill than usual.

**Play Area:** Cllr Lidgett has cleaned off the graffiti on the equipment. A plank on a picnic table is missing and needs to be replaced.

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**Police Liaison:** In April 2018 15 crimes were reported:

Anti-Social Behaviour	3
Burglary	2
Criminal Damage and Arson	3
Other Theft	2
Public Order	1
Vehicle Crime	2
Violence and Sexual Offences	2

It was reported that Cllr Lidgett is now Chairman of the Ashford & District Neighbourhood Watch. Cllr Lidgett was congratulated on his new position.

**KALC:** Nothing to report.

**Tenterden Forum:** Nothing to report.

**Community Project Fund:** Nothing to report.

**Allotments;** One allotment has become available and will be reallocated.

**Village Hall Management Committee:** Nothing to report.

**Health and Safety:** Circulated.

**Working Group Reports:** The Land Agreements Group will meet shortly.

**John Mayne School:** The latest newsletter was circulated.

### 19. Finance

- a) **Payment List.** The list was agreed and proposed by: Cllr P Harris Seconded by: Cllr A Lidgett. **Unanimous**
- b) **Note accounts to 30 June 2018.** Noted.
- c) **Annual Return.** Currently with the external auditor.

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### 20. Planning – to note decisions and any plans tabled

Case No	Parish	Location and Description	Decision
<a href="#">18/00783/AS</a>	Biddenden	<b>The Delph, Tenterden Road, Biddenden, Ashford, Kent, TN27 8DW</b> Replacement oil tank to front of property	Support
<a href="#">18/00794/AS</a>	Biddenden	<b>Orchard House, Frittenden Road, Biddenden, Ashford, Kent, TN27 8LF</b> Erection of two storey side extension, single-storey rear extension, first floor bay window & roof gable to front elevation and single storey link between main dwelling and pool house	Support
<a href="#">18/00847/AS</a>	Biddenden	<b>5 Worsenden, Sissinghurst Road, Biddenden, Ashford, Kent, TN27 8EH</b> Single storey rear extension with flat roof and single storey side extension with pitched roof	Support
<a href="#">18/00803/AS</a> <a href="#">Not for consideration</a>	Biddenden	<b>Land north west of Foxwood Farm, Tenterden Road, Biddenden, Kent</b> Application for prior notification of proposed agricultural development being the erection of a forestry building for the use of a forestry worker.	N/A. Clerk to check why not consulted
<a href="#">18/00839/AS</a>	Biddenden	<b>The Forge House, 64-68 North Street, Biddenden, Ashford, Kent, TN27 8AS</b> Single storey extension, replacement rooflights/window, new flue, replacement garage, new gates to front entrance	Support
<a href="#">18/00840/AS</a>	Biddenden	<b>The Forge House, 64-68 North Street, Biddenden, Ashford, Kent, TN27 8AS</b> Single storey extension; internal alterations at ground, first and second floors, removal, replacement and enlargement of windows, replacement and addition of rooflights; addition of flue	Support
<a href="#">18/00841/AS</a>	Biddenden	<b>Nimrod Farm, Ongley Lane, Biddenden, Ashford, Kent, TN27 8HF</b> Demolition of existing buildings and erection of single-storey dwelling house with garage and holiday let addition	Support
<a href="#">18/00838/AS</a>	Biddenden	<b>Forest Springs, 5 The Nightingales, Biddenden, Ashford, Kent, TN27 8HN</b> Proposed detached annexe	Object
<a href="#">18/00880/AS</a>	Biddenden	<b>Red Barn, Tenterden Road, Biddenden, Ashford, Kent, TN27 8BB</b> Retrospective planning permission for the installation of 7 no and 1 door white wood grain upvc windows and door at Red Barn Cottage	Object
<a href="#">18/00898/AS</a>	Biddenden	<b>Pullen Barn Farm, Headcorn Road, Biddenden, Ashford, Kent, TN27 8JA</b> Conversion of an existing agricultural building and its domestic curtilage into two semi detached dwellings with car ports and landscaped gardens.	Support

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Case No	Parish	Location and Description	Decision
<a href="#">18/00920/AS</a>	Biddenden	<b>Weavers Cot, 14 Cot Lane, Biddenden, Ashford, Kent, TN27 8JB</b> Two new flue liners for replacement stoves, new brickwork to damaged chimney in kitchen extension and new air vent to utility extension (retrospective).	<b>Support</b>
<a href="#">18/00939/AS</a>	Biddenden	<b>5 Worsenden, Sissinghurst Road, Biddenden, Ashford, Kent, TN27 8EH</b> Detached single garage (retrospective)	<b>Object</b>
<a href="#">18/00800/AS</a>	Biddenden	<b>Medhurst Farm, Fosten lane, Biddenden, Ashford, Kent, TN27 8DZ</b> <b>Prior approval for change of use to one agricultural building and land within its curtilage to one dwelling house and associated operational development</b>	<b>Support</b>

Councillors who had notified interests in planning applications did not participate in discussion connected with the relevant planning applications.

### 21. Correspondence

There were no comments.

### 22. Items for future consideration

Data Protection Policy

### 23. Next meeting: Planning Committee meeting, at 7.00 pm on 7 August. Venue tbc

**Parish Council Meeting Tuesday 4 September 2018**, at 7.30 pm in the Village Hall, Biddenden