

Biddenden Parish Council

APPROVED Minute of the Parish Council meeting held on Tuesday 2 February 2021 at 7.30 pm via zoom

Present: Cllr J Tydeman (Chair) Cllr G Latter
Cllr D Boulding Cllr J Montgomery
Cllr T Bizley Cllr S Newman
Cllr M Clixby Cllr J Wright

Mrs A Swannick (Clerk)
Cllr N Bell, ABC

1 Parishioner attended.

1. Apologies for absence

Cllr C Friend due to personal reasons
Cllr R Hunt due to personal and technical reasons
Cllr E Cansdale due to technology

Apologies were accepted.

2. Any declarations of interest in items on the Agenda

None.

3. Any alterations to Disclosure of Pecuniary Interests

None.

4. Report by Borough Councillor Neil Bell, ABC, to Parish Councillors

Cllr Bell reported that most of the council is tied up with COVID-19 issues. It has been a difficult budget year and, as previously reported, ABC gets income from parking charges, council tax, planning applications etc and those have been decimated by activity in the economy. The council has had to reduce expenditure in a way that will not hit services, but it has had to lose 30 employment posts. Several grants have been ended, although it is expected that some money to come back to parish councils. The council tax charge gives 10% to ABC and the current charge is £167 band D household and this is likely to rise to £172.50. Ashford Borough Council remains the lowest charging council in Kent.

5. Parishioners' Questions

A parishioner asked a question about how older people get to the vaccination centres can the older people to the vaccination centres. Was there money available to fund a local taxi company to take them which were COVID-19 compliant. It was noted that Biddenden Transport is doing journeys to vaccination centres. The Chairman will speak to Biddenden Transport at the next Biddenden Support Network meeting about the issue. Ashford Volunteer Service is running a vaccination service for £2.50 per mile.

6. **Approval of the unapproved minutes of the meeting held on 5 January 2021**

There being no comments or amendments to the minutes they were deemed to be a true and proper record of the meeting.

Proposed by: Cllr J Wright Seconded by: Cllr D Boulding **Unanimous**

7. **Approval of the unapproved minutes of the Extraordinary meeting held on 19 January 2021**

There being no comments amendments to the minutes they were deemed to be a true and proper record of the meeting.

Proposed by: Cllr J Montgomery Seconded by: Cllr J Wright **Unanimous**

Update: The grant agreed to the Friends of John Mayne School at the Extraordinary meeting for the purchase of tablets and related equipment, has been spent and items bought. The Council has succeeded in making a difference to the schooling of some of its youngest residents.

8. **Any matters for information not on the agenda**

The issue the correct name for "Ongley Lane" has arisen again. Discussion took place, and it was **agreed** that it is up to residents and businesses in the lane as to what they call it. The Clerk is to ask if it can be split i.e., the cottages in Ongley Lane and Frittenden Concrete in Beech Lane as the road splits in direction.

A formal reply is to be given regarding the footpath AT168. It is a bridleway which it is intended to reroute and widen to 4m. However, re-routing would mean digging land rather than a track and 3m to 4m is creating a new road way. The farm want it re-routed. The Clerk was asked to clarify that this extra metre is not at the expense of the set aside how it will change the surface/landscape and the visual impact of the location. What are the proposed materials to be used?

The Rector will be leaving the parish. Councillors were asked to agree a leaving gift from the Parish Council. **It was agreed** that the sum of £50 be used from the Chairman's allowance to purchase National Garden Vouchers.

Proposer: Cllr J Wright Seconder: Cllr T Bizley **Unanimous**

9. Traffic Issues:

- Village Centre Road Junction

- **Consultation update:** Nothing to report.

A Parishioner has asked if it is possible for an electricity supply to be run to the village green so that there is electricity for the Christmas lights. **It was agreed** that Cllr Friend could ask KCC to if it was possible to put ducting under the road for electricity.

KCC has used Bethersden marble for repairing the high street and perhaps it could put marble around the sign. KCC did talk about using York stone, but Bethersden marble would be better. The Clerk is to find out if the two parishioners storing it still have any.

- **North Street development road junction with North Street:** Nothing to report

- **Castletons Oak Crossroads/Benenden Road:** 5 accidents have now taken place. Cllr Hill has replied but still waiting for Highways to come back to the council. **It was agreed** that this issue should be chased once a month and that the Clerk should send an email.

- **High Halden Road:** Cllr Wright met parishioner and who asked if they could talk to neighbours ahead of Parish Magazine article and ahead of HIP consultation. This was agreed. There have been issues with flooding and manhole covers lifting. Clerk to send email from parishioner to Cllr Wright for information to be put into the HIP

- **HIP (Highways Improvement Plan):** The process for this is being drawn up and a KCC notice regarding HIPs will be put up on the Biddenden Community Facebook site and on the council's website. An article to be put in the parish mag. The Chair had responded to the draft plan, but no other councillors have. **It was agreed** that councillors were happy for the article to go to the parish magazine.

- **Other traffic issues:** This item to be removed from the agenda.

10. Housing

TWBC has given permission for the housing at East End, Benenden. It may be of interest that TWBC has also given permission for approximately 340 houses in Cranbrook in the Crane Valley. The PC has opposed the Benenden Neighbourhood Plan.

11. Trees

Another company has been contacted about doing the survey.

12. CCTV

A second revised quotation has been received and a third and fourth company have been contacted for a quotation. A reply to the initial email is awaited. Once all quotations are received, they can be looked at together. The issue with LAN was clarified.

13. Open Spaces Strategy

Councillors had been asked to comment upon the draft strategy, which was circulated again following the January meeting. Cllr Wright circulated a document. Councillors Latter and Wright were tasked with doing a descriptor for the register. No comments were received from councillors. Councillors Latter and Wright had spoken and were happy with the Chair's comments, and these had been added. Grid references need to be added and maintenance needs to include regular inspections. A full document was circulated on 31 January. Appendices will be added and will include all relevant documents for each open space in terms of leases, maintenance etc. The document is currently in sample/draft format. **It was agreed** that the Conservation and Gordon Jones Playing Field Working Groups should

work together to deal with input, but the process for review is more complicated and needs to be done at Working Group level and then brought to the full Council. At least two weeks is required to allow councillors to comment on the content by the end of February for consideration in March. Priorities will need to be proposed within it. A briefing is to be given at the March parish council meeting and an overall view will be taken at the April meeting. A copy of the master document will be lodged with the Clerk.

14. Sewerage system

A letter has been written to the Chief Executive of Southern Water (previously circulated) and a reply has been received (circulated).

The issues still remain at Pullen Barn Farm and neighbouring properties. Reports have been made of flooding from foul drains in Church View, outside the Village Hall and Cheeselands playing field. A meeting to discuss the parish council's issues has been organised for Southern Water only on 9 February. Another, separate meeting has been organised by Southern Water at Pullen Barn Farm on 10 February, and the outcome of these meetings is awaited before any further action is considered.

It was agreed that the Clerk would write an article for the Parish Magazine informing residents of the current situation.

The Clerk was thanked for everything she is doing for residents on this issue.

15. Model Publication Scheme

The Model Publication Scheme was presented to the council for consideration. There were no comments. Proposed by: Cllr D Boulding DB Seconded by: Cllr S Newman

Unanimous

16. Risk Assessment

The Risk Assessment was presented to the Council. There was discussion on the Employees section. The Council provides PPE for the cleaner, who works alone in cleaning the toilet

Employees section: The Cleaner works alone and has safety equipment in terms of gloves, mask, visor provided by the Parish Council. The Clerk keeps in touch with the Cleaner about it. The term "lengthsman" is to be changed as the parish no longer employs a lengthsman.

Discussion also took place on file storage and whether insurance of the village hall was provided by the hirer of the hall or property owner.

Discussion is to be had separately on room layout and accessibility for disabled.

The Risk Assessment was accepted subject to agreed changes.

Proposed by: Cllr G Latter Seconded by: Cllr T Bizley. **Unanimous**

17. Equal Opportunities Policy

This is in the process of being drafted and will be presented for consideration in April.

18. Group Reports:

a) Working Group Reports

i) Millennium Field and Jubilee Meadow (Cllr Friend)

A zoom call with Kent Wildlife, will be arranged to discuss bluebell management in the Millennium Field woods.

ii) Traffic, Pedestrians, Footpaths, Cycling (Cllr Wright)

An old but now unmarked footpath has been found. Cllr Wright is to talk to the Footpaths group to discuss such paths. Mr Whitstone is checking the book and Cllr Wright will speak to him. Cllr Clixby was formally proposed as a member of the working group. This was agreed.

i) Gordon Jones Playing Field and Play Area (Cllr Bizley)

The mowing contract is due for renewal. The current contractor has done a good job and **it was agreed** to renew the contract.

A request has been received for all weather play surface to be put beneath each piece of play equipment as it is currently like a "mud bath". The parishioner has been informed that this is not currently a project. Cllr Bizley is to look at it. There are extreme conditions but there are opportunities to support and look at it as a best fit. The hole at bottom of slide and around the roundabout need attention. Cllr Clixby will be consulted.

ii) Conservation (Cllr Wright)

Discussion has been taking place following an email from Natural England regarding improving ponds for great crested newts. Twenty-year funding is available, and it is to be clarified if they would be interested in the Millennium Field pond. Mr Lupton is to be contacted and Cllr Friend copied in.

iii) **Community Project Fund (Cllr Friend)**

Nothing to report. A discussion is to take place regarding S137 funding.

iv) **LTIDP (Cllr Hunt)**

A request has been received from the Tennis Club from for the fencing. The Chairman will be meeting with the chair of VHSC in February to discuss it further. Cllr Wright has sent an email relating to the request to councillors. The Chairman outlined the issue. There are a couple of issues need to be sorted and Chair unhappy with some of the proposal so will sort out with Clerk and TL and will be brought back. Cllr Wright has sent an email to all councillors regarding the issue; however, she is unable to participate in any discussions due to personal interest/connections.

b) **Other reports:**

i) **Police Liaison:** The PCSO is to try and join PC meetings from March where possible.

16 crimes were reported in November 2020:

Anti-Social Behaviour	6
Burglary	4
Violence and Sexual Offences	4
Public Order	2

ii) **KALC (Cllr Hunt/Cllr Bizley)**

Nothing to report.

iii) **PO, Car park and toilets (Clerk)**

carried out

The urinal has been overflowing and the plumber called. A new hand dryer has been fitted and a PAT test in the Barbers and toilets is to be together with a check of the electricity supply/system.

iv) **Tenterden Forum (Cllr Friend)**

Nothing to report.

v) **Village Hall Management Committee (Cllr Friend)**

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Nothing to report. The name VHMC, as above, is to be replaced by the correct name of VHSC in documentation.

vi) **Health and Safety (Clerk)**

A report had been circulated. Additions were made: fill in holes in the play area.

19. **Finance**

- a) **Payment List:** Presented. Proposed by: Cllr J Wright Seconded by: Cllr J Montgomery. **Unanimous**
- b) **Note accounts to 31 January 2021.** Statement not ready and the document will be sent around separately.

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

NEW APPLICATIONS TO ASHFORD BOROUGH COUNCIL TO BE CONSIDERED BY THE PARISH COUNCIL MEETING ON TUESDAY 2 February 2021

Case No	Parish	Location and Description	Decision
<u>21/00005/AS</u>	Biddenden	The Colt House, Cranbrook Road, Biddenden, Ashford, Kent, TN27 8ET Front porch extension including new staircase to existing basement. Tanking works to existing basement to provide a habitable space.	Support
<u>21/00010/AS</u>	Biddenden	Lichen, Gribble Bridge Lane, Biddenden, Ashford, Kent, TN27 8DH Proposed change of use of existing attached annex to form holiday let accommodation and utility room	Support
<u>21/00011/AS</u>	Biddenden	Lichen, Gribble Bridge Lane, Biddenden, Ashford, Kent, TN27 8DH Works of conversion to facilitate change of use of existing attached annexe to form holiday let accommodation and utility room to include proposed internal walls, extractor vents, alterations to existing window.	Support
<u>21/00091/AS</u>	Biddenden	Surrenden, Sissinghurst Road, Biddenden, Ashford, Kent, TN27 8EQ Lawful development certificate - proposed - single storey rear extension and rear porch	Support
<u>20/00557/CONB/AS</u>	Biddenden	Agricultural Barn at, Little Omenden Farm, Biddenden, Kent Discharge condition 7, 8	Support
<u>21/00142/AS</u>	Biddenden	Forge Field Oast, Cranbrook Road, Biddenden, Ashford, Kent, TN27 8ER Single storey link extension and conversion of former stables to create residential extension to oast	Support
<u>21/00151/AS</u>	Biddenden	River Hall Oast, River Hall Lane, Biddenden, Ashford, Kent, TN27 8JE Two storey rear extension	Support

21. Correspondence

There were no comments on the correspondence. **It was** agreed that Cllr Wright and Cllr Newman would attend KALC training on Facebook to enhance communication.

22. Items for future consideration

Annual Return.
Annual Meeting

23. Next meeting: Parish Council meeting, Tuesday 2 March 2021 – *All Welcome*

Meeting closed at 21:40

Alison Swannick 07783 223450
Parish Clerk