

BIDDENDEN PARISH COUNCIL

Approved minutes of the Parish Council meeting held on Tuesday 12 October 2010 at 7.30 pm in the Village Hall, Biddenden

Present: Cllr T Lupton (Chair) Cllr C Daly
Cllr A Barfoot Cllr V Evason
Cllr D Boulding Cllr C Friend
Cllr Mrs E Cansdale Cllr K Masters
Cllr M Conway Cllr H Richards
Cllr H Ruse

Borough Cllr N Bell
Mrs A Swannick (Clerk)

3 Parishioners attended

Before the meeting commenced, the Chairman welcomed Cllr Keith Masters to his first Parish Council meeting.

1. **Apologies for absence**

There were no apologies for absence.

2. **Parishioners' questions**

It was noted that the Help For Heroes event raised £3,500 and a cheque will be presented to Help for Heroes organisation on 20 October.

3. **Any Declarations of Interest in items on the agenda**

Interests in items on the agenda were declared as follows:

Cllr Mrs E Cansdale	Prejudicial interest, Doctors' surgery
Cllr M Conway	Doctors' Surgery
Cllr H Richards	Allotments

4. **Any changes to the Register of Members Interests**

There were no changes to the Register of Members' Interests.

5. **Minutes of the meeting held on 14 September 2010**

The Clerk had circulated a list of amendments made to the unapproved minutes. Councillors were asked if they had any further comments or amendments. There being no further amendments, the minutes were declared a true and proper record. Proposed by: Cllr M Conway Seconded by Cllr H Richards

6. **Matters for information not on the agenda**

- a) On Saturday 16 October the Biddenden Local History Society are launching their book at 11.30 am.
- b) Biddenden Blaze will take place on 5 November, and they would welcome any support from councillors.
- c) The Chairman gave his apologies for absence at the November BPC meeting. Councillor Richards will be chairing the meeting.

7. **Report by Cllr Bell, Ashford Borough Council**

Cllr Bell reported that Operation Clean Sweep had taken place in Biddenden. Various agencies were present including KCC, Trading Standards, and Planning Enforcement. This operation has taken place in Kent with great success. Woodlands Caravan Park and Cheeslands were visited by the team, who were very professional.

Cllr Bell reported that he had emailed County Councillor Michael Hill regarding the Southside pavement but had not yet received a reply.

It was reported that the Government's spending review is due shortly and Cllr Bell hoped to be able to report back on its impact upon Ashford Borough Council.

8. **Proposed Allotments**

It was reported that Cllr Hill is happy to give £2,500 towards the project. The Chairman also reported that he had attended a meeting at Ashford Borough Council on 11 October with regard to obtaining funding for the project and an email confirming that £2,709 had been awarded. Both awards are subject to satisfactory completion of paperwork.

It was reported the agreement between the Council and Mrs Dowsey was awaiting signing by Mrs Dowsey.

An implementation timetable had been produced and has been agreed with the Biddenden Allotment Association. Thanks were expressed to the Chairman for all his hard work and efforts to make the allotments happen.

9. **High Street Southside Pavement**

It was reported that the Council had emailed Cllr Bell regarding progress on the southside pavement, and Cllr Bell had, in turn, written to Cllr Hill but a reply and not yet been received. It was noted that the Chairman would see Cllr Hill on 15 November.

It was noted that damage had been sustained to the curbs on both sides of the High Street and that Kent Highways will be carrying out the repairs.

10. **Doctors' Surgery**

The Clerk had met with the Practice Manager of the Headcorn Surgery. Communications had been discussed and how the Parish Council conducted its business and the procedures involved. The Headcorn practice confirmed that they would not be in a position to focus upon the Biddenden surgery until the new Headcorn practice building project had started. This was expected to be at the beginning of November.

It was reported that a group of councillors had held a meeting with one of the firms of chartered surveyors approached to represent the Parish Council's interests in the Biddenden surgery project. Four companies had originally been approached and three had not been able to take on the work. A meeting had, therefore, been set up with MHSB Associates to discuss the project, fees etc. (A copy of the original fee proposal had been circulated to all councillors at the September meeting and agreement had been given to hold a meeting with the chartered surveyors).

MHSB were represented by their senior partner, architect and architect technician. It was a good meeting and they appeared to understand what was required. Councillors explained what the chartered surveyors would be expected to do and that they would be required to keep the PC involved and informed. They would also be required to keep an audit trail and to keep the council informed of costs on monthly basis. The company had been involved with other NHS projects and were used to this procedure. As the company was based nearby in Woodchurch their fee was reduced from the original £75 per hour to £65 per hour.

It was proposed that the Parish Council appoint MHSB Associates to represent the Parish Council's interests in the building of the doctors' surgery. Proposed by Cllr C Friend and seconded by Cllr D Boulding. A vote was taken and **it was agreed.**

It was reported that the papers regarding the sale of the Jubilee Meadow had been received by the Information Group for review.

11. **Gordon Jones Playing Field – Play Area**

It was noted that an order for the repair of the Triple Tower had been issued. However, since the last meeting the two gates to the play areas had been vandalised, although it appears that they have since been put back.

Efforts had been made to see if there were grants available and various options were outlined. It was noted that the Big Lottery fund will shortly no longer be available to parish councils and so if this route is to be followed an application should be made imminently. It was suggested that the fencing be replaced in part by hedgerow.

It was noted that an apology be made to Cllr Cansdale as she was not at the September meeting and was not included in the Play Area Group. **It was agreed** that she join this group.

It was agreed to hold a site meeting at the Play Area on Saturday 16 October at 10.30 am. All Councillors were invited to attend. The aim of the meeting is to inspect the area and to discuss with the Play Area Group the options they will consider for future improvements. The group was delegated authority to close the play area if deemed appropriate.

12. **Diamond Jubilee 2012**

It was reported that the Clerk had made a provisional booking to hold a meeting in the village hall on 16 November at 7.30 pm so that a village meeting could be held to discuss the Diamond Jubilee in 2012.

It was agreed that the Clerk should invite groups in the village. A note should be put on the website inviting people to attend.

Discussion took place regarding the format of the meeting, and **it was agreed** that the Parish Council should take on the role of facilitator rather than organiser.

13. **Reports by Group Chairmen**

Car Park, Toilets and Post Office: Work has taken place on the locks in the toilets and the hand dryers have been mended. The tiles have also been repaired and the hedge has now been cut in the car park.

A quote has been obtained to fix the height restriction barrier and a decision needs to be made by the Council:

To dig out post and straighten, re-concrete and make good with tarmac: £148.00
It was agreed that this work be carried out.

It was reported that progress is being made with obtaining quotations for a CCTV system for the Car Park and Toilets. **It was agreed** that Cllrs Conway, Boulding, Cansdale and Daly would develop the proposal, which would need to include details of how information collected would be handled. This would need liaison with the Information Group.

The new Deed of Variation for the Post Office has been signed by all parties and a copy lodged with the Council's solicitors. An invoice for the October – December rental has been sent using the new Retail Price Index formula incorporating a 5% contribution towards the insurance on the Post Office paid by the Council for 2010/11.

Millennium Field and Jubilee Meadow

It was reported that finally Natural England had almost got the Parish Council's address correct after many attempts.

It was recommended that woodchip was required and that mulch be put around the hedges.

The senior planning officer at ABC had confirmed that no planning permission was required to pull down the duck house on the Jubilee Meadow, however if the building exceeded 1750 cubic feet a building notice would have to be applied for.

Traffic and Pedestrians:

The issue regarding the dropped kerb near the village stores has been reported to Kent Highways. Repairs have also been made to the damaged curbs on the north and south sides of the High Street by Kent Highways.

The large pothole between Hendon Hall and the Post Office car park was discussed. Cllr Friend reported he had sent a note to Kent Highways regarding the pothole on 11th October, and a reply was awaited.

It was noted that Cllr Friend would be attending the Parish Forum run by Kent Highways on 29 October. He had not received any papers to-date and the Clerk was requested to send any papers she had.

Gordon Jones Playing Field: An additional key to the gate on the Gordon Jones Playing Field is being cut.

The issue of the hire of the playing field on 11 and 12 June by Tenterden Tigers is still on-going. At the last meeting the Council agreed to let Tenterden Tigers hire

the field providing there were no clashes. They would, of course, have to speak to VHMC regarding use of the changing rooms and facilities as the PC does not run this facility. However, an objection was received from Biddenden Juniors as they would like to hold an event at around that time. Concern was also expressed regarding possible damage to the pitch. No response was received from Biddenden Football Club. Following discussion **it was agreed** that Tenterden Tigers would be permitted to use the Gordon Jones Playing field but would have to speak to VHMC regarding use of facilities.

Police Liaison: It was noted that no report had been received for the last few months regarding what the PCSO was doing. **It was agreed** that the Clerk should send a letter to Kent Police stating that reports had not been received and that the PC contribution would be withheld until reports are received.

KALC and Parish Forum: A meeting is being held shortly and a report will be made at the next parish council meeting.

Youth: The next meeting of the youth club is to be held on Tuesday 19 October at 7pm. Complaints have been made by VHMC about the youth club, but it was noted that the youth club is not the responsibility of the Parish Council which is only a facilitator.

Housing: Nothing to report.

Recycling: First Responder had been contacted and a letter is expected in due course detailing their finances and giving more detail of their work.

The meeting with Wye Cycle was cancelled and another needs to be set up.

Information: It was reported that work is in progress regarding the doctors' surgery papers and that the group would report back in due course.

At the last meeting it was mentioned that the parish council would try and put more in the Parish Magazine in December since there was no meeting in August. The Chairman agreed to write an article addressing the doctors' surgery, allotments, and Parish Council elections in 2011. However, the Chairman asked for agreement to write something more informative and to pass the article past the Information Group to ensure that it was a fair reflection. **This was agreed.**

Webmaster: Everything is up-to-date. Highlighted minutes are being put on the website.

VHMC: The boot fair was very successful and made a profit of £920. Chairs were discussed as an order has now been placed for 60 chairs costing £2030, an increase of £600. This was due to the chairs originally ordered no longer being available. The land slippage behind the squash club was mentioned. It was

agreed the PC needed to establish who was responsible for the repair. The PC suggested that professional advice be sought to ensure that the problem is properly addressed. It was agreed that a site visit would be included as part of the Play Area Site Meeting on 16 October.

14. Finance

a) Approval of cheques for payment

All cheques were approved for payment with the exception of the cheque to Kent Police. Proposed by: Cllr Friend Seconded by: Cllr H Ruse

The income and expenditure against budget figures were discussed.

15. Planning – to note decisions and any plans tabled

It was noted that following a site meeting to the land between Cheeselands and Sandeman Way (Application 10/01246/AS) the Council had notified ABC it objected to the application.

The Council considered the following applications:

Application No.	Location and Description	Decision
1. 10/01263/AS	Frogs Hall Farm, Sissinghurst Road, Biddenden, Ashford, Kent, TN27 8EX. Demolition of existing single storey addition and erection of new; new ‘dormer’ extension to form ensuite; replace existing dormers to front and rear; partial underpinning to rear; 3no. rooflights; lowering of floors to part ground floor and replacement with limecrete incorporating damp proof membrane and underfloor heating; removal/relocation of internal wall to ground floor and replace joists to part; overhaul/replacement windows; replace staircase from ground to first; new window to north elevation of rear wing; structural timber repairs; expose rafters and insert insulation to roof.. Listed Building Consent	Support
2. 10/01294/AS	Great Batchelors, Sissinghurst Road, Biddenden, Ashford, Kent, TN27 8EX. New double garage. Gym training rooms and conservatory and home studio/office. Modification to previous application 03/01255/AS. Full Planning Permission	Support
3. 10/01238/AS &	3 Monks Hill Cottages, Monks Hill, Smarden,	Support

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| | 10/01239/AS | Ashford, TN27 8QJ. Replacement stock fencing and boundary fencing. Full Planning Permission | |
| 4. | 10/01298/AS | The Barn, 3B Old Mill Court, Biddenden, Ashford, Kent, TN27 8DD
Erection of car port and erection of garden room extension. Full Planning Permission | Support |
| 5. | 10/00154/TC | 1B Mansion House Close, Biddenden, Ashford, Kent, TN27 8DE. T1 – T9 – Ash – to cut back to 8ft in height. Also feather back stools on the remaining trees in the hedge. Town & Country Planning (Trees). Notification to carry out work to tees in conservation area | Support |
| 6. | 10/01377/AS | Land adjacent to New House Farm, Sissinghurst Road, Biddenden, Kent. Erection of detached house and garage. Full Planning Permission | Object. The location of the plot is out of line with existing houses |

It was noted that on site visits councillors were not there to interview planning applicants only to look at the planning application.

16. Correspondence

The Correspondence schedule had been circulated to all Councillors, and letters requiring action were discussed:

- a) The letter from BEST was noted. **It was agreed** that the new fair organisers would be able to set up on the Thursday. Volunteers were also required as marshals etc. If any councillor felt they could help they should speak to Cllr Conway and he would pass their names on to BEST.
- b) Victim Support had written asking for a donation. **It was agreed** to send a donation of £20. Proposed by: Cllr M Conway and seconded by Cllr C Friend.
- c) A letter had been received from Kool Kidz regarding the trampoline. This was noted.

17. **Items for future consideration**

The budget process is due to take place and thought needs to be given as to what the groups would like to do and see in the budget. Ideas should be presented at the December meeting.

The 2011 precept will need to be set at the December meeting. A Finance Committee meeting needs to be held before that meeting.

18. **Next Meeting:** Parish Council meeting – 9 November at 7.30 pm in the Village Hall. All Welcome.

Diamond Jubilee Meeting – 16 November at 7.30 pm, Village Hall. All Welcome.

The meeting closed at 21.50.

Alison Swannick Tel: 01580 890750
Parish Clerk