

## BIDDENDEN PARISH COUNCIL

### APPROVED Minutes of the Parish Council meeting held on Tuesday 6 June 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 C Cansdale                              Cllr R Wayre

Mrs A Swannick (Clerk)

5 parishioners attended

The Chairman welcomed everyone to the meeting.

#### 1. Apologies for absence

The following apologies for absence were received:

Cllr P Harris due to work commitments  
Cllr T Bizley due to work commitments  
Cllr E Stevenson-Rouse due to personal commitments  
Cllr J Tydeman due to personal commitments

#### Parishioners' Questions

- a) A question was raised by Biddenden Allotment Association regarding the keeping of bees on the allotments. The tenancy agreements state that no livestock should be kept on allotments. However, councillors were sympathetic to the request. There are issues that need to be clarified such as how many hives were required; were all the allotment holders in favour of having beehives? The chairman of Biddenden Allotment Society stated that he had spoken to a local bee keeper from Headcorn, and that the bee keeper had confirmed that he would take responsibility and was insured. However, it was suggested that BAA speak to the bee keeper from Cot Lane to check that there wouldn't be an issue with the hives being located so close to his own.

It was also suggested that if the conversation had taken place then it may be possible to place the hives on Mr Richard's land providing that clarification was gained concerning the suitability of bees being so near to his cattle.

- b) A parishioner brought the existence of rare orchids in the Jubilee Meadow to the council's attention and asked for care to be taken when rolling the meadow.
- c) Hugh Richards thanked Cllr Bell and the Virtual Reality Dementia team for the VRD Tour. 10-12 people attended the session from Biddenden alone. It was a very successful event.

## **2. Any declarations of interest in items on the Agenda**

There were no declarations of interest in items on the agenda.

## **3. Any alterations to Disclosure of Pecuniary Interests**

There were none.

## **4. Approval of the unapproved minutes of the meeting held on 2 May 2017**

The minutes of the meeting held on 2<sup>nd</sup> May were deemed to be a true and proper record of the meeting. Proposed by: Cllr S Parks Seconded by: Cllr A Lidgett. **Unanimous.**

## **5. Any matters for information not on the agenda**

The Chairman noted with sadness the passing of Mr Charles McKinnon. Mr McKinnon had been a good friend to the Parish Council and had made a donation each year towards the upkeep and maintenance of the village green. His generosity was always greatly appreciated. The Clerk was asked to write to his family.

A letter to the South-Eastern consultation objecting to the cutting of services has been sent and acknowledged.

The large noticeboard has been renovated.

## **6. Report by Borough Councillor, ABC**

Cllr Bell gave his apologies and submitted a report but it was too late to read out to the meeting, but has been included in the minutes for public information.

“1) Local Plan Update

Over the Summer, we expect to be publishing another version of the draft local plan which will cater for updated population forecasts, feedback from the initial draft and identify further sites across the borough to satisfy the government's requirements for a 5 year land supply.

My current expectation is that Biddenden should NOT have further residential sites added to the currently identified site at North Street which already has a planning application submitted.

The establishment of a 5 year land supply should give Biddenden protection from opportunistic large-scale applications.

Thereafter, we are hoping to publish a final version of the plan in December 2017, to be subject to a public examination in Spring 2018 and final adoption in Summer 2018.

It is worth noting, that although the final adoption may not be until next Summer, the draft local plan will increasingly take force from its publication this Summer.

## 2) Security Update in light of London Bridge attack

Our flags are once again flying at half-mast today following the incidents in London on Saturday night. They will stay at half-mast for 48 hours.

Staff from emergency planning and the monitoring centre dialled in to teleconferences from Strategic Gold Command on Sunday along with the other Kent councils and statutory agencies to discuss any actions required of them to keep their residents, and staff members, safe at this time.

Facilities management and communications were also working to keep abreast of the news and update social media. Signposting to the Met Police was provided plus links to the run, hide, tell information which becomes even more important now.

One thing that colleagues across Kent were keen to establish was whether any staff are aware of any events (besides the election this Thursday) being held in the borough that a large number of people will be attending in the next 14 days. A request for this information will be issued to staff and all members shortly.

Steps were already in place regarding election security and we are awaiting further guidance from the Police.

The police have no intel of specific threats to Kent & Ashford.

No further SCG teleconferences are planned.

Please be aware that I'm very happy to meet with residents or parish councillors/take phone calls/questions etc. as needed!

Neil Bell  
Ashford Borough Councillor for Biddenden"

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

A meeting was held at Ashford Borough Council on 11 May with Cllrs Lidgett and Stevenson-Rouse in attendance.

Section 106 money was discussed. It is not a case of money being collected from the developer by ABC and distributed to the relevant recipients and a percentage passed to the parish council for a project. Developers are asked for a contribution towards projects.

It was stated that £29000 was the likely sum available from the developer and suggested by ABC that it could be earmarked from Cheeselands play area updating as Biddenden has less than the recommended provision of play areas. Biddenden Cllrs asked if there was a possibility of a skatepark being situated at Cheeselands park, but ABC said that a concrete skatepark would be too expensive – over £150,000. A steel one is cheaper.

BPC councillors stressed that Cheeslands was not the preferred BPC option but that the footpath was as it would reach a much wider demographic, from young children with bikes, to elderly and disabled users. It could also be usable for circuit training by the football club.

ABC suggested that BPC might like to add outdoor gym equipment to the path project. There may be the possibility of further funding available for another project eg a skatepark.

It would appear that ABC may still pursue the Cheeslands project but Cllrs Lidgett and Stevenson-Rouse felt that it might be possible to obtain a refurbishment of the play equipment at Cheeslands at a much lower cost and additionally obtain funding for a skatepark there as well as the footpath project achieving a benefit for both the wider usage of an all-weather trail and improved play facility for younger children at Cheeslands and a facility which would cater for teenagers/ young adults in the form of a skatepark. This is a group which is not well catered for in Biddenden.

The Clerk wrote a justification letter as requested and this had been circulated to councillors.

The Clerk read out an email from Millwood Homes (circulated to councillors) regarding issues raised in the BPC letter 5<sup>th</sup> May.

A parishioner stated that a company called Gladman had been surveying 30 acres behind Elmstone House. **It was agreed** that the Clerk would contact Cllr Bell regarding this.

A parishioner stated that the council should look at defining the Village Envelope. A decision has already been made not to pursue a Neighbourhood Plan at the present time. However, **it was agreed** that the issue would be looked into and the clerk will check the discussion previously held on the matter.

## **8. Review of the Records Management Policy**

At the May meeting it was agreed to bring this policy back to the council following an amendment. **It was agreed** to adopt the policy with the addition of the amendment. Proposed by: Cllr R Wayre    Seconded by: Cllr D Boulding. **Unanimous.**

## **9. Review of Press/Media policy**

At the May meeting it was agreed to bring this policy back to the council following amendment. A further amendment was made under "Uses of Social Media" so that the Parish Clerk is the Council's nominated Press Officer authorised to issue press releases. Proposed by: Cllr R Wayre    Seconded by: Cllr D Boulding. **Unanimous.**

## **10. Reports from Group Chairmen**

**PO, Car park and toilets:** Nothing to report on car park and toilets.

**It was agreed** to keep the PO rent at the current level. Proposed by: Cllr A Lidgett  
Seconded by: Cllr S Parks. **Unanimous.**

The white line quote is still in hand.

**Millennium Field and Jubilee Meadow:** A meeting has taken place between Tom Lupton and Cllr Wayre to update Cllr Wayre on history and management as a new member of the working group, and a full working group meeting will take place on 13<sup>th</sup> June.

The Great Event picnic will take place on the Jubilee Meadow on 18 June. Arrangements will be made to unlock the meadow.

**Traffic, Pedestrians and Footpaths:** A letter and a phone call have been received by the clerk complaining about the parking in Cloth Hall Gardens. It is thought that it is mainly staff from PK Produce. The parking is making it difficult for residents to get in and out of their homes and is dangerous for children crossing the road. The PCSO has agreed to put advisory notes on offending vehicles present at the time of her visit and the Clerk has written to PK Produce regarding the issue and copied it to Kent Police and ABC Parking Services.

A telephone call has been made to KCC regarding the sign light repairs required on the Tenterden Road and North Street.

A visit has been requested from Kent Highways regarding the ground in front of the lych-gate.

The broken kerb stones on the north pavement of the High Street have been reported to Kent Highways and are being repaired.

A Notice of Works has been received from KCC regarding Public Footpath AT8-AT10 during the coming week, ie the footpath through the churchyard.

#### **Gordon Jones Field and Play Area:**

The Tennis Club is holding an open day at the same time as The Great Event on 18 June. The Clerk has been told that there is likely to be problems parking and a request from the tennis club was made to use the Gordon Jones Playing Field for additional car parking. This was turned down as there should be plenty of parking available for both events.

**It was** agreed that the drop down post near the recycling bin would be put down to allow a portable toilet to be towed across to the tennis courts. A key to the 5-bar gate by the squash club would be given to the Tennis Club and **it was** agreed that the truck arriving to pick up the portable toilet would be allowed to cross the field to collect it.

VHMC was granted permission for the Sanger Stage Show to perform on 22/7. It is a free event for the village to attend. Councillors had been circulated with details. It is understood that the football club will be holding a charity football match at the same time and hope to run a BBQ and ask the squash club to open to serve attendees of both events.

Additionally, although the Biddenden Football Club hires the pitches between 1 September and 15 May, they have been using the pitches during the summer months for training. They are also holding their tournament and charity matches. The Council was not told about the

charity matches and therefore they haven't been charged for additional field use, but as they are being held to raise money for charity they may well not have been charged for this if permission had been sought. Biddenden Juniors have suggested hiring the pitches for the whole. **It was agreed** to organise a meeting with the football club to find out what their requirements were and to discuss the matter.

**Police Liaison:** Six crimes were reported in March 2017:

Criminal Damage and Arson	2
Other Theft	2
Vehicle Crime	2

*Neighbourhood Watch:* A "surgery" was held on 25 May in the Church and a number of issues were covered, including parking at Cloth Hall Gardens mentioned in the Traffic section and action has been taken by BPC.

It has been decided to move the surgery to the Post Office as it is more central and it will be run either by the PCSO, Cllr Lidgett or both.

The Clerk reported that an email had been sent to neighbouring parishes regarding the possibility of organising a group meeting with the Police and Crime Commissioner. No replies had yet been received and the Clerk was asked to resend the email.

**KALC and Parish Forum:** Councillor Parks reported on the meeting that he had attended at which Simon Cole made a presentation. The Clerk was asked to forward the papers to councillors.

**Community Project Fund:** A meeting was held on Thursday 1 June and the following donations are presented for consideration:

All Saints Churchyard re fuel, oil, mower and servicing	£500
Biddenden Bowls Club for new gutter linings	£350
VHSC re CCTV camera. To check if camera will read Number plates in the dark and put up relevant notices in The area.	£600
Friends of John Mayne School for new lockers	£500

**It was agreed** to make the above donations to local organisations. However, the payment to VHSC was to be held back until clarification had been received from them regarding CCTV signs, night vision and terms of reference regarding access to footage when required. Proposed by: Cllr D Boulding Seconded by: Cllr R Wayre. **Unanimous.**

**Allotments:** Please see under Parishioners Questions.

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

**Health and Safety:** Report circulated

**John Mayne School:** The newsletter had been circulated.

## 11. Finance

- a) *Payment of cheques:* The Payment List was presented and agreed.
- b) *Note accounts to 31 May 2017: Note:* The accounts have now been collected and audited by the Internal auditor and are now being reconciled for the current fiscal year to date.
- c) *Annual Return:* The accounts have been audited. The Annual Return has been completed and signed off by the Internal Auditor. Councillors were asked to consider the governance section and authorise the Chairman and Clerk to sign it and send it to the External Auditor. Councillors completed the Governance section and authorised the Clerk and Chairman to sign the accounts and send them to the External Auditor.

The above items were agreed. Proposed by: Cllr D Boulding    Seconded by: Cllr A Lidgett.  
**Unanimous.**

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

Case No	Parish	Location and Description	Decision
<a href="#">17/00674/AS</a>	Biddenden	<b>1 Frogs Hole Cottage, Sissinghurst Road, Biddenden, Ashford, Kent, TN27 8HB</b> Demolition of existing single storey extension and replaced with construction of modern two storey extension. Erection of garage and home office.	<b>Object.</b> Not in keeping with original structure and surroundings
<a href="#">17/00652/AS</a>	Biddenden	<b>North street Farm, Headcorn Road, Biddenden, Ashford, Kent, TN27 8JA</b> Remove window on North Elevation, replace weatherboards on South Elevation, replace french windows on South Elevation	<b>Support</b>
<a href="#">17/00450/AS</a>	Biddenden	<b>Shorts Wood House, Tenterden Road, Biddenden, Ashford, Kent, TN27 8DW</b> Proposed store/barn for agricultural equipment	<b>Support</b>
<a href="#">17/00700/AS</a>	Biddenden	<b>Gorse Farm, Pook Lane, Biddenden, Ashford, Kent, TN27 8JJ</b> Proposed replacement dwelling with detached double garage and part change of use from agricultural land to residential.	<b>Support</b>
<a href="#">17/00718/AS</a>	Biddenden	<b>Stede Quarter Farm, High Halden Road, Biddenden, Ashford, Kent, TN27 8JG</b> Retrospective application for a change of use of a building from ancillary accommodation to use as a holiday let and for the widening and subdivision of the existing access.	<b>Support</b>
<a href="#">17/00747/AS</a>	Biddenden	<b>Marlands, Thurstons Lane, High Halden, Ashford, Kent, TN26 3HW</b> Erection of replacement stables, additional stables and associated facilities, proposed 30 x 60m riding arena, proposed manure store and proposed horse walker	<b>Support</b>

Case No	Parish	Location and Description	Decision
<a href="#">17/00757/AS</a>	Biddenden	<b>Tatu Barn, High Halden Road, Biddenden, Ashford, Kent, TN27 8JG</b> Proposed detached double garage with store above. Alterations to existing barn conversion including new front full height oak & glazed screen, new window on side elevation and infill of existing door	<b>Support</b>
<a href="#">17/00792/AS</a>	Biddenden	<b>Barn at Little Omenden Farm, Wagstaff Lane, Biddenden, Ashford, Kent, TN27 8QP</b> Prior approval of proposed change of use of an agricultural building to a dwelling house and associated operational development	<b>Support</b>
<a href="#">17/00796/AS</a>	Biddenden	<b>Beechwood Kennels, The Colt House, Cranbrook Road, Biddenden, Ashford, Kent, TN27 8ET</b> Removal of condition 01 (occupancy restriction) on planning permission 94/00240/AS	<b>Object.</b> Should remain as agricultural occupancy to support local economy
<a href="#">17/00798/AS</a>	Biddenden	<b>Kypp Cottage, 1 Woolpack Corner, Benenden Road, Biddenden, Ashford, Kent, TN27 8BU</b> New single storey extension to replace existing.	<b>Support</b>

#### 14. Correspondence

The correspondence list was noted. The letter of 26 May from Seafarers UK should be sent to the Church.

#### 15. Items for future consideration

There were no items.

#### 16. Next meeting: Parish Council Meeting, Tuesday 4 July 2017 at 7.30 pm in the Village Hall

A provisional date of 1 August is to be put into the diary for a possible meeting of either the Planning Committee or Parish Council, whichever is required.

*All Welcome*

Alison Swannick            07783 223450  
Parish Clerk