

PARISH COUNCIL OF BENENDEN

Minutes of the Ordinary Meeting of the Parish Council held on Monday 9th December 2019, Memorial Hall, 7pm

Present	Cllrs Beveridge, Cochrane, Cruse, Driver, Grant, Lewis, Skeet and Thomas	
In Attendance	C Levett, Clerk. 1 parishioner.	
Item		Action Responsibility
1. APOLOGIES	Apologies were received from Cllr Manford and Cllrs Dawlings and Holden.	
2. DECLARATION OF INTERESTS	Cllr Thomas declared an interest in planning application 19/03289 FULL Barn To East Of Bikkel Goddards Green Road.	
3. MINUTES OF PREVIOUS MEETING	The Parish Council minutes from the meeting held on 18 th November 2019 were unanimously approved as a correct record of the meeting and signed by the Chair.	
4. MATTERS ARISING AND OUTSTANDING ITEMS	<p>a. Parish Councillor Email Addresses As discussed at full Parish Council meetings, this must be addressed as Parish Councillors are potentially exposing the Council and themselves to breaches of GDPR. The Clerk to speak again to Rohan Barnett, and, if necessary, arrange a session for all Parish Councillors to attend to set up compliant email addresses. Cllrs Cochrane and Driver offered support with this. Cllr Cruse confirmed ongoing issues receiving emails.</p> <p>b. Parish Office and Archives Cllr Lewis advised that she and Cllr Driver had spent some time going through the huge amount of papers, all of which are a valuable resource, and that a lot more time will be needed to sort through properly. Mary Kellett offered to assist. It is possible that some of it could be digitised and some given to Cranbrook museum. In the meantime it will be stored in the Community Office. Cllr Thomas to write to BVT again regarding the office arrangements and refurbishment generally, with a view to some possible secure storage. Cllr Thomas thanked Cllrs Lewis, Driver and Beveridge for their help.</p> <p>c. Stonewater Cllr Thomas has yet to follow up the lighting issues at Harmsworth Court and will speak to Steve Hockney.</p>	<p>CL SC/PD</p> <p>NT</p> <p>NT</p>
5. REPORTS BY COUNTY/BOROUGH COUNCILLORS	Issues with the refuse collection are slowly improving and parishioners are encouraged to continue reporting problems.	
6. REPORTS BY CHAIR AND PARISH COUNCIL REPRESENTATIVES	<p>Cllr Thomas was unable to attend the last KALC meeting because of NDP commitments.</p> <p>Cllr Lewis agreed to attend the Parish Chair's meeting on 17th December.</p>	
7. NEIGHBOURHOOD DEVELOPMENT PLAN	<ul style="list-style-type: none"> • Drop in sessions were held in November to update residents. 18 attended at the Memorial Hall; 12 at Iden Green; and 1 at East End. • Review meetings are ongoing and each comment that has been received is being considered. 	
8. PLANNING	<ul style="list-style-type: none"> ○ <u>Applications</u> • 19 03025 FULL Ramsden Farm Land & Buildings Dingleton Conversion, extension and change of use of existing barns into a single dwelling with associated parking and landscaping enhancements; minor extension to the existing. Cllrs Grant and Beveridge had made a site visit. The Parish Council unanimously agreed to support the application but requests that due consideration is given to the Public Right Of Way. • 19 03227 FULL Trekkers Goddards Green Road Demolition of existing dwelling and erection of replacement dwelling and detached garage. Cllrs Grant and Beveridge had made a site visit. TWBC has indicated that it will not support this application as the revised design does not reflect the simple form of existing building. The 	

	<p>Parish Council unanimously agreed to object to this application, supporting the view of TWBC, and unanimously agreed to object to the garage on the grounds of size, height, location.</p> <ul style="list-style-type: none"> ● 19 03289 FULL Barn To East Of Bikkel Goddards Green Road Demolition of two barns, conversion of agricultural building to residential dwelling, associated change of use of land to residential curtilage, erection of garage. Cllrs Grant and Beveridge had made a site visit. The existing barns, of which there are three, are derelict. The building would be a modest 2 bed dwelling fitting within the curtilage. The submission is very comprehensive. The Parish Council unanimously agreed to support this application. ● Dingledden Lane. Concerns had been raised regarding the rebuild of a shed. Cllrs Grant and Beveridge had made a site visit. The shed rebuild is about 29m long. The original shed was partly sloping roof at the front and partly pitched at the end. The rebuild has a pitched roof across the whole building. There are brick foundations with timber framing above and a concrete floor (previously earth floor and poles/wood frame walls), window openings in the rear wall. The original structure would have been classified as a temporary building. It is now a permanent structure with substantial increase in height and scale. This would need planning permission and no application has been made. It was unanimously agreed that the matter should be raised with TWBC. ● Land adj Cattsford, Dingledden Lane, Iden Green TN17 4JX (identified under planning reference: 14/500755/FULL). Occupied by Sovereign Forestry Contractors Limited. Consent was granted in 2014 for 2 additional agricultural buildings with hard-surfaced parking. No conditions were imposed. There is a 'park home' with decking and outdoor seating area for which there is no consent. The Parish Council understands that it is required to be on site for security purposes and to enable continued insurance of the business operation. The Parish Council would like to see the planning position regularised and suggests that a retrospective application is submitted, which would the Parish Council would be minded to support. ○ King Charles Cottage 19/02318 This will likely go to Committee on 15th January. Cllr Grant has written a report – to be circulated. 																	
9. HIGHWAYS & TRANSPORTATION	<ul style="list-style-type: none"> a. Highways Improvement Plan Cllr Cruse had completed the first stage of the HIP and Cllr Thomas requested that Cllrs Beveridge and Driver review it and tie it in with the Neighbourhood Development Plan. b. Parish Seminar Slides of the presentation which took place on 20th November had been circulated. c. Walkhurst Road Speed Limit Changes Details of a proposed reduction to 30mph had been circulated. The Parish Council would prefer to see this reduced to 20mph, and for the road to be redesignated as a quiet lane. d. Tenterden Hopper Service Despite the request from the Parish Council that the service be trialled for longer it has been confirmed that it will be discontinued. It was agreed to review bus services in the future. 	PG GB/PD																
10. RESOURCING/ FINANCE	<ul style="list-style-type: none"> ● Monthly Finance The Parish Council Financial Transaction Report for November had been circulated and agreed and the Parish Council ratified and approved the December 2019 payments list. December Payments for Approval : <table border="1" data-bbox="376 1816 1355 1980"> <tr> <td>DD</td> <td>John Lewis</td> <td>Broadband</td> <td>9.75</td> </tr> <tr> <td>CQ 300010</td> <td>Royal British Legion</td> <td>Poppy Appeal</td> <td>17.00</td> </tr> <tr> <td>BACS</td> <td>J Boot</td> <td>NDP Consultant</td> <td>373.60</td> </tr> <tr> <td>BACS</td> <td>C Levett</td> <td>Clerk's Salary</td> <td>888.60</td> </tr> </table>	DD	John Lewis	Broadband	9.75	CQ 300010	Royal British Legion	Poppy Appeal	17.00	BACS	J Boot	NDP Consultant	373.60	BACS	C Levett	Clerk's Salary	888.60	
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	BACS	David Buckettt	Internal Audit	275.20	
	BACS	Village Hall	NDP Meetings	48.00	
	BACS	Edf	Public Toilets	39.68	
	BACS	KALC	Training	216.00	
	BACS	Benenden Memorial Hall	NDP/PC Meetings	82.50	
	BACS	Tenterden Twilight	Public Toilets	328.00	
	BACS	Citizens Advice	Donation	100.00	
	TOTAL			2378.33	
	<ul style="list-style-type: none"> ● Resourcing Committee Meeting 2nd December 2019 <ul style="list-style-type: none"> ○ The draft minutes of the meeting had been circulated. ○ The Committee's terms of reference had been reviewed and agreed. ○ The Committee had reviewed the Parish Council's Financial Regulations and these were unanimously agreed and approved by the Parish Council. ○ The Resourcing Committee had unanimously agreed to recommend a precept for 2020/21 of £40,350. Based on the advised tax base the current Band D equivalent of a precept of £40,350 represents no change. The Parish Council unanimously approved this. ○ No invoices have been received this year for the Street Cruiser. The Clerk is chasing this up. Cllr Cruse to attend and review usage. ○ Neighbourhood Development Plan income and expenditure has been kept separate from the main budget and costs are being met from reserves. ○ It was agreed to formalise staff appraisal on a line manager and peer appraisal basis. Cllrs Thomas and Lewis will appraise as line managers and all other Parish Councillors as peers. The process will commence in January 2020. 				RC
11. CORRESPONDENCE	a. KALC Community Awards Scheme 2020 The Parish Council unanimously agreed to adopt the Scheme. Cllr Thomas proposed one nominee. Parish Councillors are asked to consider before the next meeting.				ALL
12. PARISHIONERS' QUESTIONS	No parishioner questions				
13. ITEMS FOR FUTURE CONSIDERATION					
DATE OF NEXT MEETING	Monday 20 th January, 7pm, Quinlan Centre Benenden Hospital				
	The meeting closed at 9.05pm				

Clerk to the Parish Council, 9th December 2019