

PARISH COUNCIL OF BENENDEN

Minutes of the Parish Council meeting held on Monday 15th November 2021, 7pm, Memorial Hall

Present	Cllrs Beveridge, Cochrane, Cruse, Driver, Grant, Hagan, Lewis, Skeet and Thomas	
In Attendance	Cllrs Dawlings, Holden and Warne; C Levett, Clerk; 1 parishioner.	
Item		Action Responsibility
1. APOLOGIES	No apologies were received. Cllr Thomas attended TWBC Committee Meeting via Zoom and joined the Parish Council meeting late. Cllr Lewis chaired the meeting in Cllr Thomas' absence.	
2. DECLARATION OF INTERESTS	There were no declarations of interest.	
3. MINUTES OF PREVIOUS MEETING	The Parish Council minutes from the meeting held on 18 th October 2021 were unanimously approved as a correct record of the meeting.	
4. REPORTS BY COUNTY/BOROUGH COUNCILLORS	<p>Cllr Holden reported :</p> <ul style="list-style-type: none"> • Kent's Plan Bee Summit charring the online meeting on 23rd November. This was very successful last year, and this year's event is almost fully booked. An item to be covered are nature reserves alongside railways, rivers, canals and roads. Cllr Holden will support Benenden's Beacon Field Wild Meadow project. • Lorry Campaign progress continues to be made and KCC will apply for Part 6 Traffic Management Act powers. <p>Cllr Dawlings reported :</p> <ul style="list-style-type: none"> • Garden Waste Collection a part service is running when the number of crews allow. It is hoped that early in the new year the service will be running properly and regularly again. • Planning issues arise when plots of land are broken up into smaller plots, including areas of woodland. TWBC Compliance and Enforcement have been made aware of surfacing and hardcore tracks being laid without planning permission and have made site visits. <p>Cllr Warne reported :</p> <ul style="list-style-type: none"> • TWBC Local Plan has been submitted. Independent Examination will take place March/April 2022 with a view to adoption in January 2023. • Tree Felling increase in tree felling in Cranbrook. TWBC Tree Officer (Planning) was alerted to one incident and a temporary TPO was put in place on the same day. • St Dunstan's Church the current vicar is retiring and will be holding a public meeting on 8th December to discuss ideas for the future use of St Dunstan's. • Age Concern Cranbrook branch has appointed new trustees, who are keen and active, and will be relaunching in January. <p>High Weald Academy All three Councillors commented on the closure of the school and expressed their disappointment and regret that there will be no non-selective school locally.</p> <ul style="list-style-type: none"> • There are now just 75 pupils remaining. • Whilst the school remains open and is the most appropriate school, the pupils who transfer to another school will not get home to school transport assistance, and this is unlikely to change. • 500 pupils are needed to make the school viable, and even if the school could be saved these numbers would not be reached. • Even with future development of 900 houses only this would provide only 10-15 pupils per year. • Most pupils had previously come from Staplehurst. • An allowance will be given for new uniforms, which schools will be able to recover. <ul style="list-style-type: none"> • The school has run successfully for over 60 years and there are 11 primary schools in the Cranbrook catchment area, and the school should therefore still be viable. • The distribution of pupil surpluses and shortfalls across the county is wide, and it is important to 	

Chairman..... Date.....

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	<p>concentrate on getting the numbers right in smaller units.</p> <ul style="list-style-type: none"> • Many feel that the school was better run by the Local Education Authority. • Helen Grant MP listened to the concerns of the community and responded early and is seeking a judicial review. • Whilst any action now may be too little too late, it is hoped that all concerns will be taken on board for the future. • There has been no mention of the staff at the school and what is happening with them. 	
5. REPORTS BY CHAIR AND PARISH COUNCILLORS	Nothing to report.	
6. PLANNING	<p><u>a. Neighbourhood Development Plan :</u> Cllr Thomas reported :</p> <ul style="list-style-type: none"> • As the Local Planning Authority, TWBC is responsible for taking the plan through the relevant committees for review and sign-off prior to the referendum. • BNDP was presented to TWBC Planning and Transportation Cabinet Advisory Board on 15th November. Cllr Thomas submitted a statement which was read at the meeting. Stephen Baughen, TWBC Head of Planning, made the presentation to the meeting and responded to questions. • The meeting voted 7 in support of the Plan and 3 abstained. • The final draft of the BNDP is now available to view on the Parish Council and BNDP websites. <p><u>b. Applications</u> Cllr Grant reported :</p> <ul style="list-style-type: none"> • 21/03444/FULL Field Farm House, Coldharbour Road. Erection of proposed single storey outbuilding <p>Cllrs Beveridge and Thomas carried out a site visit.</p> <ul style="list-style-type: none"> ➤ Grade II listed building; Coach House and Barn on site not listed. Listed buildings nearby, the closest being the 3 buildings comprising Frame Farm to the NE. ➤ SITE HISTORY: <ul style="list-style-type: none"> ○ 76/00780 Extension and improvements — approved ○ 81/01203/FULL Conversion of coach house to studio and study facilities — approved ○ 90/00143/FULL Single storey side extension — approved ➤ FROM THE D&A STATEMENT: <ul style="list-style-type: none"> ○ Positioned to the south of the dwelling on the boundary to enjoy the views and countryside. ○ Cannot be seen from main dwelling. ○ Subservient to main dwelling to maintain the historic setting hierarchy. ○ No change to access. ○ Visual impact will be minimal as cannot be viewed from main dwelling or driveway and is completely screened by mature trees and hedgerow. ➤ APPLICATION FORM INFO: <ul style="list-style-type: none"> ○ Materials: External walls: redwood cladding and standing seam. Roof covering: standing seam. Windows: uPVC, Doors: uPVC/aluminium. ○ No pre-app sought. ➤ 5.4m long x 4m wide x 2.5m high. ➤ Modern cabin/pod style of building, slightly incongruous for the surroundings. ➤ Conservation Officer has commented that he does not need to be involved as it is sited away from the listed building. <p>Site visit revealed that the building will have no impact on the listed building and will not be visible, as is tucked away in the extensive grounds of the house, and confirmed the proposed siting is surrounded by hedges and trees. However, it would not have views as stated in the D&A statement.</p> <p>The Parish Council by majority agreed to support this application. However, there are concerns about the future protection of the seclusion of the proposed building and its visibility from the protected views identified in the emerging BNDP. The D&A Statement states that the siting of the building will afford views over the Kentish countryside but currently hedges and trees will block such</p>	

a view from the outbuilding. The Parish Council is keen to protect the identified views in the BNDP and if the existing screening were to be removed, the proposed building would be incongruous in the surroundings, particularly from the higher viewpoints. Benenden Parish Council requests that, should consent be granted, a condition is imposed to retain the existing trees and hedges and that any proposed removal is subject to planning approval. The Parish Council also requests that any exterior lighting scheme is submitted for approval as part of the conditions to protect the dark skies of the parish (BD5 of the emerging BNDP), the Local Plan, and High Weald AONB Management Plan policies.

- **21/02327/FULL Hopehouse Hens, Hopehouse Lane.** Excavation works to pond (Retrospective) TWBC Landscape and Biodiversity Officer does not support the application. His comments and the response from the agent had been circulated.

A discussion took place about the retrospective nature of this application and the possible harm caused to the existing wildlife habitat, as identified by the Landscape and Biodiversity Officer. It was agreed that the lack of an ecological survey prior to the works was regrettable.

The Parish Council by majority agreed to support this application.

- **21/03552/FULL 1 Claremont Place, Chapel Lane.** Single storey rear extension and Side porch addition with storage

Cllrs Beveridge and Thomas carried out a site visit.

- The first cottage in a terraced row at the rear of the recreation ground.
- Single storey rear extension ties in with the rear extensions to the properties in the terrace.
- Side porch is modest.
- Not listed but within the conservation area.
- Grade II Listed buildings nearby : Field Farmhouse, Hague Cottages, Ryecroft. This proposal will have no impact upon them.
- The other cottages in the terrace have been extended and have caused no harm to the listed buildings or conservation area.

The Parish Council unanimously agreed to support this application.

- **21/03599/FULL The Barn House, Cranbrook Road.** Alterations to fenestration of house and replace existing garage/log store
- Located next to The Parsonage (where a recent application for a garage sited in the front garden along the roadside was approved).
- The Barn House has a timber garage in the front garden along the roadside.
- Seeks to replace the garage and log store with a timber frame structure finished in natural weatherboard with an Onduline black roof.
- Fenestration to the house: Replace existing window on north-east elevation and replace with fixed side lights and middle opening doors; on north-west elevation the existing ground floor windows located within the new kitchen area to be reduced in height to allow the full height kitchen worktop; fenestration to match existing of diamond panes, white frames.
- Internally, the ground floor remodelling to create larger kitchen.

The Parish Council unanimously agreed to support this application.

- **21/03588/FULL Stable Cottage, The Green.** Demolish existing rear lean-to and replace with similar size rear extension for ancillary use (utility and shower room), internal alterations including addition of bedroom/office on ground floor, addition of small balcony to serve master bedroom, replacement and upgrade of some windows and porch
- Much scaled down version of previous application which was withdrawn by applicant (21/00370/FULL)
- Benenden Parish Council objected because of the Scandi-style design in the conservation area
- Internal remodelling, with the demolition of the lean-to and replacing with a brick-built extension

	<p>to match the house, tiled roof and conservation rooflights.</p> <ul style="list-style-type: none"> ➤ Will not cause harm to the surroundings or character of the area. <p>The Parish Council unanimously agreed to support this application.</p> <ul style="list-style-type: none"> • 21/03581/FULL Plum Tree Cottage, Halden Lane. Proposed garden outbuilding Cllrs Beveridge, Grant and Thomas carried out a site visit. <ul style="list-style-type: none"> ➤ Applied for a change of use from agricultural (sheep farming) to amenity garden under 21/00762/FULL — Benenden Parish Council supported and the application was approved. ➤ Timber framed building clad with timber weatherboarding and black corrugated composite roof. ➤ Building to provide additional garden storage space, some home workshop/hobbies and home office space, ie residential use. ➤ Building to be sited centrally in the garden on the line of the former boundary before the garden area was extended. ➤ Two immature ash trees (suffering from ash die-back) to be removed along with hedge consisting mainly of brambles, to allow for siting of the building. Loss of biodiversity mitigated by future planting. ➤ Access will be via a gravel path. ➤ Footprint of building 43.2 sq.m. Dimensions: 9m x 1.8m x 3.4m high. ➤ No other outbuildings on site. ➤ Proposal complies with policies as quoted in the D&A statement. <p>The applicants were on site during site visit and agreed to address concerns regarding the building height.</p> <p>The Parish Council unanimously agreed to object to this application on the grounds of height of the building.</p> <p>The Parish Council noted that the applicant is willing to reduce the height. If an amended application is submitted and permission granted by TWBC with a reduced height of 2.5m, the Parish Council requests that lighting conditions are imposed and a condition that use is to be ancillary to the main dwelling</p> <ul style="list-style-type: none"> • 21/03664/FULL and 21/03665/LBC Broomhill, Dingledden. Proposed single storey infill extension to north elevation <ul style="list-style-type: none"> ➤ Grade II listed. ➤ Small glass infill for the purpose of providing a log store and alternative access to kitchen. ➤ Benenden Parish Council previously supported a proposed cart shed which was granted by TWBC in 2019. <p>The Parish Council by majority agreed to support this application subject to the proposed works being satisfactory to the Conservation Officer.</p> <ul style="list-style-type: none"> • 21/03687/FULL 2 Century Cottage, Rolvenden Road. Single storey side extension, infill porch and permeable hard standing for one additional vehicle. Cllrs Beveridge, Grant and Thomas carried out a site. <ul style="list-style-type: none"> ➤ Originally a single dwelling, divided into two x 1 bed dwellings. ➤ Seeks to erect a single storey extension to the RHS to gain a bedroom with en-suite. ➤ The front wall will be stepped back from the existing wall. ➤ Within the Conservation Area. ➤ The proposal will not harm the setting. <p>The Parish Council unanimously agreed to support this application.</p> <p>c. <u>Other Planning Matters</u></p>	
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	<ul style="list-style-type: none"> • Hilltop Farm Hinksden 20/00039/FULL PLANNING REFERENCE CONSENT 20/00039/FULL <ul style="list-style-type: none"> ➤ Concerns had been raised with the Parish Council about activity, use and additional constructions at the site, and whether this complies with the planning permission granted. ➤ The Parish Council had contacted TWBC and the Planning Compliance Officer confirmed that he will arrange a site visit. • Benton Hoppers, Dingledden <ul style="list-style-type: none"> ➤ Concerns had been raised with the Parish Council regarding activity at the site and a parishioner had written directly to TWBC. ➤ Cllrs Beveridge and Thomas carried out a site visit, and the Parish Council considered the approved site plan. ➤ It was agreed that the Parish Council would contact the Planning Compliance Officer and the Tree Officer (Planning). • Under Mount, Cranbrook Road application for the stable block and menage 21/02947/FULL <ul style="list-style-type: none"> ➤ Benenden Parish Council objected to the position of the menage alongside the road. ➤ The menage has been removed from the application to give them time to consider an alternative location and a separate application will be made in the future. ➤ The driveway to the stable block has been repositioned further south away from the trees to the north following the Tree Officer’s comments and details have been added regarding trees to be removed and replaced. <p>It was agreed that the Parish Council would comment :</p> <ul style="list-style-type: none"> ○ Noting that the menage has been removed from the application and that the trees to be removed to provide access to the stable block have been identified ○ Requesting a condition, should the revised application be granted, that any proposal for a lighting scheme is submitted for approval. ○ The parish has a dark skies policy and the introduction of lighting in this elevated location will cause light pollution. ○ The SSSI of Parsonage Wood lies to the south of the property and dark skies must be maintained. ○ TWBC policy EN8 of the current Local Plan and Policy BD5 of the emerging BNDP apply, together with the policies of the High Weald AONB Management Plan. 																																			
7. HIGHWAYS, FOOTPATHS & TRANSPORT	<p>Cllr Driver reported :</p> <ul style="list-style-type: none"> • A parishioner had raised the issue of the gateway at the bottom of the path to Hillyfields, by the entrance to Benenden Place, which fills with water after sustained rainfall and becomes too deep to walk through, creating difficulties and hazards for pedestrians. • The issue had been reported to KCC earlier in the year and it is shown as “Works Completed” although an issue clearly remains. • The Parish Council agreed to contact the owners of Benenden Place to ask if they would assist with any remedial works required. The issue will also be reported to KCC again. <ul style="list-style-type: none"> • Cllr Lewis reported an overgrown hedge on a footpath in Iden Green, causing pedestrians to have to walk in the road. The Clerk advised that obstructed footpaths should ideally be reported via KCC https://www.kent.gov.uk/roads-and-travel/report-a-problem. 	NT PD																																		
8. RESOURCING/ FINANCE	<p>a. <u>Monthly Finance</u></p> <p>TRANSACTIONS FROM 1st October 2021</p> <table border="0" style="width: 100%;"> <tr> <td>Brought forward</td> <td style="text-align: right;">94763.81</td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 45%;">Payee</th> <th style="width: 20%;">Reference</th> <th style="width: 20%;">Amount</th> </tr> </thead> <tbody> <tr> <td>Income</td> <td></td> <td></td> <td></td> </tr> <tr> <td>TOTAL</td> <td></td> <td></td> <td style="text-align: right;">0.00</td> </tr> </tbody> </table> <p>Expenditure</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;"></th> <th style="width: 35%;">Supplier</th> <th style="width: 25%;">Reference</th> <th style="width: 30%;">Amount</th> </tr> </thead> <tbody> <tr> <td>DD</td> <td>John Lewis</td> <td>Broadband</td> <td style="text-align: right;">10.43</td> </tr> <tr> <td>DD</td> <td>NEST</td> <td>Pension</td> <td style="text-align: right;">67.80</td> </tr> <tr> <td>BACS</td> <td>edf</td> <td>Defibrillator</td> <td style="text-align: right;">108.71</td> </tr> <tr> <td>BACS</td> <td>C Levett</td> <td>Clerk's Salary</td> <td style="text-align: right;">909.18</td> </tr> </tbody> </table>	Brought forward	94763.81		Payee	Reference	Amount	Income				TOTAL			0.00		Supplier	Reference	Amount	DD	John Lewis	Broadband	10.43	DD	NEST	Pension	67.80	BACS	edf	Defibrillator	108.71	BACS	C Levett	Clerk's Salary	909.18	
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	BACS	edf	Public Toilets	42.00	
	BACS	Tenterden Twilight	Public Toilets	612.00	
	BACS	Tompsett Landscaping	Grounds Maintenance	333.00	
	BACS	TP Jones	Payroll Q2	57.60	
	BACS	Iden Green Pavilion	Meeting Hire	28.00	
	TOTAL			2168.72	
	Reconciled with bank statement 054 31 October 2021			92595.09	
	Approved November 2021 Payments				
	DD	NEST	Pension	67.80	
	DD	CF Corporate Finance	Copier Lease	180.00	
	BACS	C Levett	Yellow Rattle Seed	97.00	
	BACS	C Levett	Clerk's Salary	909.18	
	BACS	edf	Public Toilets	44.26	
	BACS	Tenterden Twilight	Public Toilets	489.60	
	BACS	Tompsett Landscaping	Grounds Maintenance	258.00	
	BACS	BT	Office Telephone	133.65	
	BACS	Castle Water	Public Toilets	33.29	
	TOTAL			2212.78	
	<u>b. Resourcing Committee Meeting :</u>				
	The Resourcing Committee will meet before the next Parish Council meeting in order to produce budget and precept proposals in time for the likely timescales set by TWBC.				
					RESOURCING COMMITTEE
9. ENVIRONMENT & MAINTENANCE	<u>a. Beacon Field Wild Flower Meadow</u>				
	Cllr Driver reported :				
	<ul style="list-style-type: none"> It is now too wet to cultivate the field and it will be left until spring when it can be ploughed and harrowed. This cultivation is required to level out some of the ruts which prevent the meadow being close mowed. Bumblebee Conservation Trust have offered to organise a Volunteer Day on Thursday 2nd December with the intention of strimming and raking the part of the field previously cut and strewn with green hay, followed by sowing Yellow Rattle. Additional local volunteers would be welcome, and an item will be included in the village Magazine and promoted through social media. The Clerk to ask the Village Hall toilets can be used on the day if the public toilets are not open. 				CL
	<u>b. Parish Wells</u>				
	Cllr Grant reported :				
	<ul style="list-style-type: none"> Having reviewed the Architectural Heritage Fund requirements it was felt that the Wells did not meet the criteria and that the only way forward is to raise money via parishioners/crowdfunding. The Clerk had contacted KALC for advice. The Parish Council itself is unable to use crowdfunding platforms such as JustGiving due to the restrictions of such bodies. The Parish Council could set up an appeal and people could make donations directly to the Parish Council via direct payment or cheque, but this was felt not to be ideal. The Parish Council can ask another body/charity to host a JustGiving page and the Parish Council can donate to this project through this. With all other avenues of funding exhausted it was agreed to approach Benenden Village Trust and ask if it would be willing to host. It was also suggested approaching the Shop Committee for a donation. 				CL NT
	<u>c. The Queen's Green Canopy</u>				
	<ul style="list-style-type: none"> At the last meeting the PC agreed to submit an order for several trees. The Clerk since found out that these trees are not the free ones as thought and would cost about £400 (+VAT) plus other 				

	<p>sundry items and organisation of the planting.</p> <ul style="list-style-type: none"> It was agreed to purchase two service trees (approximately £100 each), to be planted at Iden Green, with a plaque. The plaque will cost approximately £145. Cllr Lewis had agreed with BVT that these trees could be planted in the vicinity of the single willow on Iden Green recreation field. The Parish Council would be responsible for the planting and initial care and maintenance of these two trees. Additionally BVT would like to replace some unhealthy hawthorns along the road frontage and it was agreed that the Parish Council, as part of the QGC initiative, would order some of the free saplings which BVT would be responsible for. <p><u>d. Public Toilets</u> The Clerk reported :</p> <ul style="list-style-type: none"> After the last incident on 18th October it was requested that the men's toilets remained closed and a timeframe established as to when the incident may have occurred so that forensic evidence could be collected. Unfortunately there were problems again with the electric time switch and the men's toilets had in fact been open, and since 18th October the toilets had not only been used by the public but there had been further anti-social behaviour. The men's toilets have now been properly locked and police advice awaited. An electrical contractor has been asked to quote for electrical work. There is also a hole in the ceiling of the ladies' toilets where rain leaks through. The Clerk is obtaining quotes for repair. <p><u>e. Village Tidy</u></p> <ul style="list-style-type: none"> Cllr Cochrane reported that 16 volunteers attended on 13th November with 14 sacks of rubbish collected. Others carried out litter picking independently. Cllr Thomas advised that a Duke of Edinburgh scheme participant will be carrying out litter picking and asked if there is anywhere which needs attention to let her know. <p><u>f. War Memorial</u> The Clerk reported that during the year Alex Durnell, the war memorial garden volunteer, has maintained the War Memorial Garden including recent winter planting and tidying for Remembrance Sunday. Parish Councillors thanked Alex for his attention and confirmed they would be very pleased for him to continue next year.</p>	
10. VILLAGE ORGANISATIONS/ COMMUNITY	<p><u>a. The Queen's Platinum Jubilee 2nd June 2022</u></p> <ul style="list-style-type: none"> Draft plans from Peter Ellis and David Commander had been circulated. The Parish Council noted where it should be involved and represented. Cllr Thomas will liaise with Grant Matthews regarding the lighting of the beacon. Cllr Thomas suggested a picnic on the Recreation Ground at the same time as the village lunch in the village hall and will discuss this with Peter Ellis. Cllr Hagan advised that he has been talking to Sheila Hume about village lunches, and also advised that a number of groups are talking about events for the Jubilee/Village Fete, Fun day and that some coordination between the groups would be helpful to move forward cohesively. 	NT NT
11. COMMUNICATIONS	Nothing to report.	
12. CORRESPONDENCE/ PARISHIONERS' QUESTIONS	An email had been received from TWBC regarding a parishioner. The parishioner had previously been supported by Benenden Action Team, and Cllr Hagan advised that he would follow the matter up.	GH
DATE OF NEXT MEETING	Parish Council Meeting Monday 13 th December 2021, Memorial Hall	
	The meeting closed at 9.15 pm	

C Levett, Clerk to the Parish Council, 15th November 2021

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