

PARISH COUNCIL OF BENENDEN

Minutes of the Ordinary Meeting of the Parish Council held on Monday 19th April 2021, 7pm remote meeting via Zoom

Present	Cllrs Beveridge, Cochrane, Cruse, Driver, Grant, Lewis, Skeet and Thomas	
In Attendance	Cllrs Dawlings. Holden and Warne; C Levett, Clerk.	
Item		Action Responsibility
1. APOLOGIES	No apologies were received.	
2. DECLARATION OF INTERESTS	Cllr Thomas declared an interest in Planning Application 21/00337/FULL Yew Tree Farm, Mill Street.	
3. MINUTES OF PREVIOUS MEETING	The Parish Council minutes from the meeting held on 15 th March 2021 were unanimously approved as a correct record of the meeting.	
4. MATTERS ARISING AND OUTSTANDING ITEMS	<p><u>a. Parish Wells</u> : three companies have been approached asking them to quote for work to the wells. Two have so far responded, Dolmen Conservation and Anthony Hicks, and the quotes will hopefully be received by the beginning of May. The Clerk to follow up with the third company.</p> <p><u>b. Parish Councillor Responsibilities/Working Groups</u> : Various roles and responsibilities are shared amongst Parish Councillors. The following were proposed :</p> <ul style="list-style-type: none"> • Chair • Vice Chair • Resourcing • Planning (including Neighbourhood Development Plan) • Highways (including speedwatch, footpaths, parking, cycle paths) • Communications (including broadband, website, social media, magazine) • Village organisations (BVT, village hall, schools, church, shop and others) • Environment and maintenance (village tidy, toilets, bus stops, wells, village signs, phone boxes, War Memorial, mowing/hedges, Christmas tree) <p>The allocation of responsibilities to be agreed at the May meeting. Parish Councillors to advise the Clerk of any preferences for areas of work they wish to be involved in. It was agreed to actively look to fill the current Parish Councillor vacancy after the next meeting.</p> <p><u>c. Village Sign</u> : Cllr Thomas currently has the village sign from The Green and will follow up any repair required and for it to be re-erected.</p> <p><u>d. Public Toilets</u> : The men’s public toilets are now closed following further unacceptable behaviour. However, this has caused another issue as the timelocks and lighting for the men’s and ladies’ toilets are connected meaning that the door to the ladies’ toilets is left open and there is no lighting. It was agreed to seek quotes to separate the electrics and to install CCTV.</p> <p><u>e. Annual Village Meeting</u> : This meeting, which is usually called by/chaired by the Parish Council although it is not a Parish Council meeting, should take place before the end of May. A number of parishes have chosen not to hold a meeting but will be posting all reports online. Some have organised meetings, but there is a risk that if well-attended these would not meet prevailing restrictions/guidelines. KALC has suggested it would be acceptable to hold a remote meeting but this may be difficult to manage. The Parish Council unanimously agreed to ask village organisations for reports which would be posted online. The Clerk to chase this year’s KALC Community Award Certificate.</p>	<p>CL</p> <p>ALL</p> <p>NT</p> <p>CL</p> <p>CL</p>

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5. REPORTS BY COUNTY/ BOROUGH COUNCILLORS	<p>Cllrs Warne, Dawlings and Holden reported the following :</p> <p>Planning</p> <ul style="list-style-type: none"> • Nicola Walters has been appointed as the new TWBC Head of Planning Policy. Steve Baughen remains Head of Planning, and Peter Hockney as Development Manager. • TWBC has taken full account of the assessed need for housing in its consideration of the Local Plan. At 1st April the five-year housing supply is about 20 short, although Steve Baughen has advised that decisions made up until June could be included in the numbers. • The Turnden Development in Cranbrook has been called in by the Secretary of State. If this development does not go ahead the borough would not meet its five-year housing supply. <p>Flytipping The Borough and County Councils continue to consider how to deal with flytipping and have urged Magistrates to increase fines and use prison sentences, especially for organised criminal activity. Individuals need to be aware that they must use a licenced waste operator or they will be the subject of a criminal offence. Cllr Driver to include in the next Magazine article. Cllr Dawlings repeated his concerns about the absence of a local recycling facility and how this impacts on flytipping.</p> <p>Government Grants have been made available to businesses that had to close due to the pandemic to help them re-open. Cllr Holden commented on how well and efficiently TWBC has carried this out.</p> <p>Lorries Cllr Holden continues to work with KCC Highways Director to progress lorry clamping across the whole county and to bring the London lorry scheme to Kent.</p>	
6. REPORTS BY CHAIR AND PARISH COUNCILLORS	<p>Cllr Thomas attended the Parish Chairs' meeting on 16th March and a Planning meeting on 7th April and reported:</p> <ul style="list-style-type: none"> • Electoral Commission Review will take place in the summer. Cllr Dawlings explained that this will involve a review of Ward boundaries, although this is unlikely to impact on Benenden. The review looks 15 years ahead to identify where growth might take place and take this into account. • No immediate plans to reinstate the Civic Amenity Vehicle. • Current legislation allows the Parish Council to hold its meetings remotely and this comes to an end on 6th May. • Steve Baughen has asked that parishes respond to the Draft Local Plan Regulation 19 Consultation. Cllrs Grant and Thomas to draft a response. 	PG/NT
7. NDP	<p>Cllr Thomas and Paul Tolhurst are meeting with Deborah Dixon (TWBC) on 20th April to discuss the initial comments received from the Examiner (circulated) and to clarify TWBC's response. The NDP Group will meet to provide answers to the questions, to be done by 30th April. Parish Councillors to email Cllr Thomas with any comments.</p>	
8. PLANNING	<p>a. <u>Applications</u></p> <ul style="list-style-type: none"> • 21/00337/FULL Yew Tree Farm, Mill Street Change in use of land for the out of season retention of a single mobile home for seasonal workers accommodation. Cllr Thomas declared an interest and left the meeting. ➤ There are a total of 5 mobile homes for agricultural workers, 4 of them having been in situ for at least 10 years. There is a separate application 21/00351/LDCEX to regularise the 4 permitting the storage of them when not in use by agricultural workers, and occupation in the season. ➤ This application is for the 5th mobile home for occupation throughout the year by a farm worker. ➤ None of the mobile homes are visible from anywhere other than from within the farm itself, and cause no harm to nearby residents. This, and the other application, regularises the 	

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planning situation.

The Parish Council unanimously agreed to support this application.

- **20/03322/FULL 4 Medway Cottages, Woodcock Lane** Side and rear part single part two storey extension; addition of 4 no. rooflights; changes to fenestration.
 - Proposes 2 velux windows in front roof above each first floor window in the original and extended roofs, and 2 in the rear roof; one above a first floor window and a smaller one in the extended roof.
 - The pair of cottages to the right both have solar panels on the roof, one has been extended and among the 11 solar panels are 2 velux windows in the front roof.
 - BPC supported the previous application 20/00892/FULL, which was granted by TWBC, but objected to the proposed leaded light windows to front and rear. This was granted with leaded lights.
 - The front elevation drawing shows 2 leaded light windows at ground floor level and 2 leaded light windows at first floor level with 2 plain glass velux windows above the first floor windows.
 - The right hand elevation shows three leaded light windows.
 - The rear elevation shows 3 pairs of plain glass doors at ground floor level, 1 leaded light window at first floor level and then 2 plain glass velux windows in the roof.

The Parish Council unanimously agreed to support the rooflights application but requests that TWBC addresses the total mismatch of fenestration.

- **21/00533/FULL Ramsden Farm House, Dingleden** Construction of greenhouse.
 - Domestic greenhouse. 3.5m wide x 5.1m long with a ridge height of 3.0m and a roof pitch of 45 degrees.
 - ‘No external lighting will form part of the development that could impact on neighbouring dwellings or the surrounding area.’
 - National Trust design greenhouse in Victorian style.

The Parish Council unanimously agreed to support this application.

- **20/03267/FULL Cleveland Farm, Green Lane** Conversion of The Granary to form two residential units; Demolition of all other buildings on site and the erection of four new residential dwellings with associated landscaping.

There is now another consultation period for the above application, brought about by revised drawings submitted after comments made by the Conservation Officer and KCC Highways. The Parish Council did not support or object to the earlier consultation.

The Parish Council by majority agreed to neither support nor object but submit the following comments :

BPC would like to take this opportunity to reiterate its comments as set out on 27 January 2021, and again requests the production of a Masterplan of the entire landholding at East End currently held in ownership by the Benenden Healthcare Society – made all the more imperative now that this site, together with the hospital south site (SEQ) has since been put up for sale as a “development opportunity”.

No further comments to make on the revised design details of this development, and the Parish

Council looks to the TWBC Conservation Officer's opinion as to whether these address concerns raised on 10 February 2021.

However, BPC is concerned by comments made by KCC Highways made on 10 February 2021, and would state that any extension to the proposed widening of Green Lane to accommodate larger vehicles would be unacceptable, as would the suggestion of the provision of a footway north from the site to Goddards Green Road. A footpath would urbanise the rural nature of the location, and the Parish Council states again that it is keen to preserve the characteristics of this rural lane, and avoid visible detractors in the AONB landscape.

BPC is in agreement with KCC Highways comments regarding "Wider vehicle access and Collision data", and would request that the Road Safety section and the Transport Impact of the accompanying Transport Statement include consideration of the impact of this development on the intersection between Goddards Green Road and Cranbrook Road (Castleton Oak crossroads)."

CLlr Warne advised that she had tried twice to call in this application and will make another attempt to do so and will ask TWBC to justify why it is not using its power of discretion to do so.

- **21/00762/FULL Plum Tree Cottage, Halden Lane** Change of use from Agricultural (sheep farming) to Amenity Garden.
 - 0.09 hectares. Change of use started 1 Jan 2019 and completed 25 June 2019. Last use of the site was for sheep farming — current use: land area is left to grass.
 - Pair of semi-detached cottages fronting the lane with gardens originally narrow and running alongside the lane. Plum Tree Cottage (no. 1) is the LH one in the pair.
 - The garden of no.2 has been extended into the field in the past and is set out as a regimented, symmetrical garden with rows of trellis frames and flower beds — no planning consent found for this.
 - No.1 extended the boundary into the field in June 2019 and erected a simple post and rail fence with stock wire on the new boundary. The area remains as lawn.
 - The field is still used for sheep grazing.
 - The rear boundary of no. 1 now joins with the rear boundary of no. 2.
 - Landscape Officer comment that loss of agricultural land to garden curtilage would be harmful to the AONB, etc., and points out that no justification has been given to the garden extension.

The Parish Council by a majority agreed to support this application.

- **21/00809/FULL 6 Vere Meadows** Partial garage conversion.
 - 5-bed property with integral double garage.
 - Proposal to increase size of existing utility room which forms a narrow corridor link between the double garage and kitchen. There is limited cupboard and work surface area which is disproportionate to overall size of living accommodation.
 - The double garage is spacious with open roof trusses, creating a large, underused function.
 - Intention is to utilise a portion of the garage floor area to enlarge the existing utility. The remaining floor area would be retained for covered parking of a vehicle.
 - Rear elevation gains a new window.
 - Front elevation — removal of one garage door and replaced with a window to match with the existing utility/link between house and garage.
 - BPC supported 8 Vere Meadows conversion of (single) garage to office at front and TV/playroom to rear 20/02962/FULL. TWBC granted.

The Parish Council unanimously agreed to support this application.

- **21/00777/FULL Hopehouse Hens, Standen Street** Stationing of a mobile home & timber shed for an agricultural worker for a period of three years (Part Retrospective).
- BPC supported previous application 20/02105/FULL which was withdrawn by applicant following correspondence with the planning officer — presumably as a result of the Rural Planning Consultant’s comments about there not being a clear and essential requirement for on-site accommodation in order to support a proposed full-time farming business and possibly insufficient evidence to meet the policy requirements of LP Policy H9(1) and (5) in particular.
- The application 20/02106/FULL Erection of an agricultural storage building/workshop, timber field shelter and shipping containers (retrospective) was approved on 17/11/2020 and BPC supported.
- This application seeks to demonstrate the growth of a smallholding/farming business and the requirement for temporary on-site accommodation to manage it. Documents show that there is an essential need for a worker to live on-site and that the business has been planned on a sound financial basis. 7 day a week business that requires around the clock attention.

The Parish Council unanimously agreed to support this application.

- **21/00911/FULL Standen Farmhouse, Standen Street** Erection of single storey rear extension.
- Large garden which has been enlarged into part of Standen Fruit Farm in the past, this section is mainly laid to lawn and accommodates a tennis court (not grass).
- The house is barely visible from the road. The rear elevation of the house faces the orchard.
- 12.4m x 7.63m open plan, kitchen/dining/living with existing utility room and boiler off the kitchen.
- All materials will match existing.
- Existing kitchen/dining becomes laundry room and cloakroom.

The Parish Council unanimously agreed to support this application.

- **21/00992/FULL 12 Vere Meadows** Proposed single-storey rear extension including a log burner flue
- The extension will reduce the amount of garden space to the property, but will extend the living accommodation in this 2 bed cottage.
- Side elevation faces the road behind a close-boarded fence — acceptable design.

The Parish Council unanimously agreed to support this application for an extension however requests that the TWBC Tree Officer addresses the concerns raised in the arboricultural report attached to the application regarding the proposed felling/heavy pollarding of the oak tree located to the rear of the property beyond the rear fence. Note that the ref is: 0027/2016/TPO Label: T2, not T6 as shown on the plan in the report. It was agreed that the oak must be retained if at all possible, and the opinion of the tree officer is sought regarding its condition.

- **21/00870/FULL Hobbits, New Pond Road** Hip to gable extension with a dormer loft conversion to create a bedroom and W.C. with associated ground and first floor alterations; replacement porch
- Site history - a single application in 1985 for a 2-storey side extension, 1-storey rear extension and porch was refused.
- Currently a 3-bed semi-detached cottage with small bathroom on the ground floor and no wc

	<p>on the first floor. Hipped roof will be built up to form a gable end to achieve headroom for a bedroom and wc in the roof space with a dormer window in the rear roof.</p> <ul style="list-style-type: none"> ➤ Ground floor bathroom will become a wc, the 3rd bedroom on the first floor will become a bathroom, and the roof space will accommodate the third bedroom and a wc. ➤ The orientation of the front porch entrance will be altered — minor detail. ➤ From the road, the property is well screened by a mature tree, with the what will be gable end elevation screened by the mature tree next door. The rear elevation roof and dormer window (tile hung) overlooks countryside. ➤ Being a semi-detached property, its appearance will differ from its neighbour in that there will be no matching hipped roof. This is not in itself a planning issue and there are others locally. <p>The Parish Council unanimously agreed to support this application.</p>																																																									
<p>9. HIGHWAYS & TRANSPORT</p>	<p>CLlr Driver had contacted KCC Highways to follow up on the Highways Improvement Plan and the removal of the central white line through Iden Green. Fiona Paine advised that Chris Koningen would be taking over the management of Benenden’s HIP. KHS agreed the removal of the centreline with the aim of improving driver behaviour, and that this would take place at the same time as scheduled road resurfacing.</p> <p>Parish Councillors agreed to the trial removal of the centreline the whole length of Iden Green Road, with a view to reinstating some road markings on the sharp bends if there were increased safety issues.</p> <p>It is hoped that a remote meeting can take place shortly to discuss various other matters including Iden Green Crossroads signage; Benenden Hospital Pedestrian Crossing Warning Signs; Benenden Crossroads.</p> <p>CLlr Driver also advised that the Speedwatch Team is active again, and that they are looking for more volunteers.</p>																																																									
<p>10. RESOURCING/ FINANCE</p>	<p>a. <u>Monthly Finance</u></p> <p>TRANSACTIONS FROM 1st March 2021</p> <p>Brought forward 86795.46</p> <p>Income</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;"></th> <th style="width: 50%;">Payee</th> <th style="width: 20%;">Reference</th> <th style="width: 10%;">Amount</th> </tr> </thead> <tbody> <tr> <td></td> <td>A&J Georgetti</td> <td>Rent due to Arnold Cole Trust</td> <td style="text-align: right;">5.00</td> </tr> <tr> <td></td> <td>J&C Musters</td> <td>Rent due to Arnold Cole Trust</td> <td style="text-align: right;">500.00</td> </tr> <tr> <td>TOTAL</td> <td></td> <td></td> <td style="text-align: right;">505.00</td> </tr> </tbody> </table> <p>Expenditure</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;"></th> <th style="width: 45%;">Supplier</th> <th style="width: 30%;">Reference</th> <th style="width: 20%;">Amount</th> </tr> </thead> <tbody> <tr> <td>DD</td> <td>John Lewis</td> <td>Broadband</td> <td style="text-align: right;">9.92</td> </tr> <tr> <td>CHARGE</td> <td>Unity Bank</td> <td>Service Charge</td> <td style="text-align: right;">22.05</td> </tr> <tr> <td>BACS</td> <td>C Levett</td> <td>Clerk's Salary</td> <td style="text-align: right;">935.12</td> </tr> <tr> <td>BACS</td> <td>Edf</td> <td>Public Toilets</td> <td style="text-align: right;">50.52</td> </tr> <tr> <td>BACS</td> <td>Zoom Video Communications</td> <td>Remote Meetings</td> <td style="text-align: right;">14.39</td> </tr> <tr> <td>BACS</td> <td>Tenterden Twilight</td> <td>Public Toilets</td> <td style="text-align: right;">483.60</td> </tr> <tr> <td>BACS</td> <td>Sovereign/Alexanders Finance</td> <td>Iden Green Playground</td> <td style="text-align: right;">12000.00</td> </tr> <tr> <td>BACS</td> <td>HMRC</td> <td>Employear's Contributions Q4</td> <td style="text-align: right;">198.06</td> </tr> <tr> <td>BACS</td> <td>BT</td> <td>NDP</td> <td style="text-align: right;">216.43</td> </tr> </tbody> </table>		Payee	Reference	Amount		A&J Georgetti	Rent due to Arnold Cole Trust	5.00		J&C Musters	Rent due to Arnold Cole Trust	500.00	TOTAL			505.00		Supplier	Reference	Amount	DD	John Lewis	Broadband	9.92	CHARGE	Unity Bank	Service Charge	22.05	BACS	C Levett	Clerk's Salary	935.12	BACS	Edf	Public Toilets	50.52	BACS	Zoom Video Communications	Remote Meetings	14.39	BACS	Tenterden Twilight	Public Toilets	483.60	BACS	Sovereign/Alexanders Finance	Iden Green Playground	12000.00	BACS	HMRC	Employear's Contributions Q4	198.06	BACS	BT	NDP	216.43	
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	BACS	Parish Online/Geosphere Ltd	NDP	162.00	
	TOTAL			14092.09	
	Reconciled with bank statement 044 31st March 2021			73208.37	
	April 2021 Payments				
	DD	John Lewis	Broadband	9.92	
	DD	NEST	Pension	232.48	
	BACS	C Levett	Clerk's Salary	638.00	
	BACS	edf	Public Toilets	42.23	
	BACS	Zoom Video Communications	Remote Meetings	14.39	
	BACS	Tenterden Twilight	Public Toilets	447.60	
	BACS	T P Jones & Co	Payroll Q4	57.60	
	BACS	Tompsett Landscaping	Grounds Maintenance	129.00	
	BACS	KALC	Annual Subscription	844.66	
	BACS	Arnold Cole Trust	Property Rent Donation	505.00	
	TOTAL			2920.88	
	The Clerk to look into the rental received on behalf of the Arnold Cole Trust.				
	b. <u>Audit</u> : the internal audit for the year-ending 31 st March 2021 will take place remotely between 28 th April and 7 th May.				
11. CORRESPONDENCE/ PARISHIONERS' QUESTIONS	a. <u>Walkhurst Road Footpaths</u> Communication had been received from a parishioner raising concerns about footpaths that had fallen into disrepair and with no access/connection on Walkhurst Road. The entrances to the footpaths are no longer on maps. Cllr Cruse and the Clerk have reported this to KCC and photographic and further evidence is sought as to the existence of the path. Cllr Driver also suggested contacting The Ramblers who aim to preserve Public Rights of Way.				
	b. <u>Coppicing at Workhouse Gill</u> A number of parishioners had expressed concerns at the extent and nature of coppicing. Cllr Cruse had contacted the Forestry Commission to ask if a license had been granted for this work, the scope of this license and Tree Preservation Orders in the area. It was confirmed that coppicing ash and hornbeam and the thinning of willows had been approved. Cllr Cruse to raise with TWBC Tree Officer.				
12. ITEMS FOR FUTURE CONSIDERATION	<u>Allotments/Bequest</u> Cllr Beveridge advised that Rolvenden is making progress regarding its bequest of land for allotments. The Clerk to follow up with the Executors regarding Benenden.				
DATE OF NEXT MEETING	Annual Parish Council meeting Monday 17 th May 2021 7pm, details to be confirmed.				
	The meeting closed at 9pm				

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Clerk to the Parish Council, 19th April 2021

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

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