

# PARISH COUNCIL OF BENENDEN

## Minutes of the Parish Council meeting held on Monday 16<sup>th</sup> May 2022, 7pm, Memorial Hall

Present	Cllrs Cochrane, Cruse, Driver, Grant, Hagan, Lewis and Thomas	
In Attendance	Cllrs Dawlings; C Levett, Clerk; one parishioner	
Item		Action Responsibility
	Cllr Thomas presented Paul Tolhurst with the KALC Community Award, acknowledging his service to Benenden, especially over the last four years working tirelessly and with full commitment to bring the Neighbourhood Development Plan into force, and for his work previously on the Benenden's Shop. The Parish Council is very proud of the NDP and Paul was the driving force behind this.	
1. APOLOGIES	Apologies were received from Cllr Beveridge and Cllr Warne.	
2. DECLARATION OF INTERESTS	Cllr Thomas declared an interest in planning application 22/01117/FULL 5-7 Wood Lane as an employee of the agent. No part was taken in discussions or decisions of the application.	
3. ELECTION OF CHAIR	Cllr Driver proposed Cllr Thomas as Chair of the Parish Council. This was seconded by Cllr Lewis and unanimously agreed.	
4. ELECTION OF VICE CHAIR	Cllr Lewis proposed Cllr Grant as Vice Chair of the Parish Council. This was seconded by Cllr Hagan and unanimously agreed.	
5. MINUTES OF PREVIOUS MEETING	The Parish Council minutes from the meeting held on 25 <sup>th</sup> March 2022 were unanimously approved as a correct record of the meeting.	
6. REPORTS BY COUNTY/ BOROUGH COUNCILLORS	<p>Cllr Dawlings reported :</p> <ul style="list-style-type: none"> <li>• Following the local election the Borough Council is represented as follows : Liberal Democrat 16, Conservative 13, Tunbridge Wells Alliance 9, Labour 7, Independent 3. The Liberal Democrats want to form a coalition without the Conservatives. As Leader Cllr Dawlings will try to ensure that all areas have a voice and not just focussed on wards close to Tunbridge Wells. The Parish Council congratulated Cllr Dawlings on his re-election and thanked him for his continued work in Benenden.</li> <li>• The number of Ukrainian guests is increasing across the borough and plans are underway to try to organise local meeting places.</li> <li>• TWBC has paid £150 to all those eligible for energy payments from central government and who pay council tax by direct debit. It is a slower process for those who do not pay by direct debit.</li> </ul> <p>Cllr Warne reported :</p> <ul style="list-style-type: none"> <li>• Constructive meetings have been taking place between borough councillors from the Liberal Democrat, Alliance and Labour groups plus an Independent member, to co-ordinate a coalition group to form the next administration of TWBC.</li> </ul>	
7.. REPORTS BY CHAIR AND PARISH COUNCILLORS	Nothing to report.	
7. PLANNING	<p>a. <u>Planning Applications</u></p> <ul style="list-style-type: none"> <li>• <b>22/01117/FULL 5-7 Wood Lane</b> Change of use of nos. 5 and 7 Wood Lane from creche childcare facility to residential dwellings. (Retrospective)</li> <li>➤ SITE HISTORY: 99/00272/FULL Change of use from residential to creche childcare facility — approved.</li> <li>➤ LISTED BUILDINGS IN PROXIMITY: None in proximity.</li> <li>➤ APPLICATION FORM INFO: Applicant is Benenden Healthcare Society</li> <li>➤ GENERAL COMMENTS:</li> <li>❖ Semi-detached two storey building to be converted into two 3-bed dwellings — ie reverting to original use and purpose of construction.</li> </ul>	

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

Page 1

*These minutes are not a verbatim record of the meeting, but a summary of discussion and decisions taken at the meeting.*

- ❖ No change to exterior appearance of the properties, no increase in size of structure, existing area of lawn and soft landscaping to front and rear to be utilised as garden/amenity space for the properties, no alterations to vehicular access.

**The Parish Council unanimously agreed to support this application.**

- **22/01055/FULL Dene Hollow, Frogs Hole Lane** Removal of Condition iii (Agricultural Occupancy) of planning approval WE/5/71/115
  - SITE CONSTRAINTS: AONB Border, Outside LBD1, Ancient Woodland and others.
  - SITE HISTORY: 09/02874/FULL Replacement dwelling — approved. 21/03538/LDCEX Lawful Development Certificate (Existing) — Breach of planning condition attached to WE/5/71/115 (condition iii) restricting occupation of dwelling to agricultural occupancy — approved
  - No Listed Buildings in proximity.
  - GENERAL COMMENTS:
    - ❖ Applicants purchased the property in 1982 aware of the Agricultural Occupancy condition but never involved in agriculture, so were in breach of the condition. This was regularised in 2021 under the LDCEX (21/03538).
    - ❖ This application seeks to remove the agricultural occupancy condition.
    - ❖ As the existing occupation has been regularised as lawful, it is appropriate to now remove the A/O condition.

**The Parish Council unanimously agreed to support this application.**

- **22/01271/NMAMD Land adjacent Telephone Exchange, New Pond Road.** Non material amendment in relation to window colour, weatherboarding. With application 18/03941/FULL.

The proposal is to change the window uPVC colour from green to white and change the red tile hanging on the first floor to white Cedar Lap Composite Weatherboarding.

**The Parish Council unanimously agreed to make no comment.**

- **22/00655/FULL 2 Hilltop Cottages, Dingle den.** Erection of two storey extension, additional single storey extension to the rear and detached car port.
  - ❖ Amendment to previous application – the Parish Council supported the side and rear extensions to the house but expressed concern about the mass and scale of the car barn which was not part of the application and the Parish Council would not support.
  - ❖ Side and rear extensions remain the same and the car barn (2.5 bays) is now included.
  - ❖ Positioned away from the cottage rather than attached to the extended side elevation and will replace a collection of sheds on site.
  - ❖ Being detached from the cottage it reduces the bulk and mass and is a better proposal in keeping with the character and appearance of a rural cottage with car barn.

**The Parish Council unanimously agreed to support this application.**

- **22/01120/FULL and 22/01121/LBC Tile Barn House , Standen Street.** Internal and external alterations to the Listed Barn to bring it into residential use and to connect it to the existing Oast house along with refurbishment of the Oast House.
  - SITE CONSTRAINTS: 12 constraints listed.
  - SITE HISTORY: No previous applications.
  - LISTED BUILDINGS IN PROXIMITY: The subject barn is Grade II listed. Timber frame barn clad in weatherboarding on a brick plinth. Half-hipped tiled roof. Off central cart entrance with double doors. 4 bay barn with angled Queen strut roof. Lean to extension. The property immediately to

	<p>the east known as Summerhill is also listed Grade II.</p> <ul style="list-style-type: none"> <li>➤ APPLICATION FORM INFO: Planning officer and conservation officer made a site visit to the property. Pre-app 21/03260/PAMEET and support the proposals in principle subject to the considerations in regard to the practical work to convert the building, and the aim of minimising impact on historic fabric.</li> <li>➤ GENERAL COMMENTS: <ul style="list-style-type: none"> <li>❖ The Heritage Statement shows that the barn was joined to the Oast house and the link was removed between 1961 and 1974.</li> <li>❖ Heritage Statement states: The development proposals include linking the Oast House to the Barn with a fully glazed link building. The roof profile will be pitched, matching the pitch of the north lean-to of the Barn as a subtle nod to existing forms. There will be a high degree of transparency giving the structure lightweight appearance and retaining a strong impression of separation between the structures. Its contemporary design will clearly mark it as a later addition.</li> <li>❖ It is the barn that is Grade II listed and it has been established that the Oast house is not curtilage listed.</li> </ul> </li> </ul> <p><b>The Parish Council unanimously agreed to support this application</b> subject to the proposal being satisfactory to the Conservation Officer.</p> <p>b. <u>Other Planning Matters</u></p> <ul style="list-style-type: none"> <li>• Appeal APP/M2270/W/22/3290913. 21/01369/FULL Oakdale, The Green. Erection of a tractor barn and store together with the construction of an access track : The Parish Council had objected to this application and no further comment is necessary.</li> <li>• Benenden Hospital Wildflower Meadow and Lighting : a report from Cllr Grant had been circulated. Cllrs Cruse, Grant and Thomas to meet with Jane Abbot, Hospital Director to discuss action to achieve a reduction in light pollution.</li> <li>• It was agreed to set up a Dark Skies Working Group and Cllrs Cruse and Grant volunteered to be members of the group. Terms of reference to be written for the Group and include reference to the NDP, AONB and Local Plan Policy. The Group will raise awareness generally and carry out dark sky meter readings.</li> </ul>	<p>RC/PG/ NT  PG/CL</p>
<p>8. HIGHWAYS, FOOTPATHS &amp; TRANSPORT</p>	<p>a. <u>Highways Improvement Plan</u> : Cllr Driver is still waiting for comment from KHS.</p> <p>b. <u>Public Footpath Standen Street</u> : A parishioner had raised concerns about a footpath sign repeatedly being removed and barbed wire and sharp metal disks being placed on a stile on a public footpath at the bottom of Standen Street. Cllr Driver will report to KCC. Parishioners are encouraged to use the proper PRoW reporting method <a href="https://www.kent.gov.uk/environment-waste-and-planning/public-rights-of-way/report-a-problem-on-a-right-of-way#tab-1">https://www.kent.gov.uk/environment-waste-and-planning/public-rights-of-way/report-a-problem-on-a-right-of-way#tab-1</a>.</p> <p>c. <u>Road Markings</u> : KHS has re-marked the yellow road markings outside the old primary school. To be reported to KHS and request for the removal of the markings.</p> <p>d. <u>The Green</u> : A parishioner explained that the way in which people park around The Green makes it difficult to access driveways. The Parish Council had discussed ways in which to improve circulation around The Green and had discussed a one-way system but this may take a number of years to achieve and may not suit all users. The Parish Council would like to discourage people from parking around The Green and encourage people to park on The Street. It was agreed that an attempt to limit parking with notices on the fence of The Bull and the verge up to The Vicarage and the possibility of white lines outside houses around The Green. Cllr Thomas to discuss signs with The Bull. The Clerk to make enquiries with KHS regarding white lines in front of driveways.</p> <p>e. <u>Roadworks</u> : Any issues with roadworks, as with other problems on roads or pavements, should be reported through the proper channel <a href="https://www.kent.gov.uk/roads-and-travel/report-a-problem">https://www.kent.gov.uk/roads-and-travel/report-a-problem</a>.</p>	<p>PD  CL  NT CL</p>
<p>9. RESOURCING/ FINANCE</p>	<p>a. <u>Transactions from 1<sup>st</sup> April 2022</u></p> <p style="text-align: right;"><b>67465.55</b></p>	

	<p>BROUGHT FORWARD</p> <p>INCOME</p> <table> <thead> <tr> <th>Payee</th> <th>Reference</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>HMRC</td> <td>VAT 2020-21</td> <td>3115.17</td> </tr> <tr> <td>HMRC</td> <td>VAT 2020-21</td> <td>3115.17</td> </tr> <tr> <td>TWBC</td> <td>Precept</td> <td>20465.00</td> </tr> <tr> <td><b>TOTAL</b></td> <td></td> <td><b>26695.34</b></td> </tr> </tbody> </table> <p>EXPENDITURE</p> <table> <thead> <tr> <th>Supplier</th> <th>Reference</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>DD NEST</td> <td>Pension</td> <td>84.68</td> </tr> <tr> <td>BACS C Levett</td> <td>Clerk's Salary</td> <td>946.88</td> </tr> <tr> <td>BACS Edf</td> <td>Public Toilets</td> <td>122.88</td> </tr> <tr> <td>BACS Tenterden Twilight</td> <td>Public Toilets</td> <td>489.60</td> </tr> <tr> <td>BACS Business Stream</td> <td>Public Toilets</td> <td>33.90</td> </tr> <tr> <td>BACS Edf</td> <td>Defibrillator</td> <td>212.43</td> </tr> <tr> <td>BACS Tompsett Landscaping</td> <td>Grounds Maintenance</td> <td>112.80</td> </tr> <tr> <td>BACS Iden Green Pavilion</td> <td>Meeting</td> <td>28.00</td> </tr> <tr> <td>BACS Ward Signs</td> <td>Memorial Plaque</td> <td>108.00</td> </tr> <tr> <td>BACS KALC</td> <td>Annual Subscription</td> <td>853.37</td> </tr> <tr> <td><b>TOTAL</b></td> <td></td> <td><b>2992.54</b></td> </tr> </tbody> </table> <p>Reconciled with bank statement 062 30 April 2022 <b>91168.35</b></p> <p>APPROVED MAY 2022 PAYMENTS</p> <table> <tbody> <tr> <td>DD NEST</td> <td>Pension</td> <td>71.17</td> </tr> <tr> <td>BACS C Levett</td> <td>Clerk's Salary</td> <td>946.68</td> </tr> <tr> <td>BACS Edf</td> <td>Public Toilets</td> <td>132.85</td> </tr> <tr> <td>BACS Tenterden Twilight</td> <td>Public Toilets</td> <td>489.00</td> </tr> <tr> <td>BACS BT</td> <td>Office Telephone</td> <td>147.25</td> </tr> <tr> <td>BACS Tompsett Landscaping</td> <td>Grounds Maintenance</td> <td>122.80</td> </tr> <tr> <td>BACS Iden Green Pavilion</td> <td>Meeting</td> <td>14.00</td> </tr> <tr> <td>BACS Benenden's Shop</td> <td>Village Tidy</td> <td>88.50</td> </tr> <tr> <td><b>TOTAL</b></td> <td></td> <td><b>2012.25</b></td> </tr> </tbody> </table> <p>b. <u>Year-end</u> : Completed and ready for the internal audit on 9<sup>th</sup> June. A deficit for 2021-22 is primarily because the Parish Council hadn't budgeted for the Iden Green defibrillator/electricity costs and an outstanding debt of £1,600 and because the VAT reclaim of £3,115 for 2021-22 was not paid until April 2022. Cllr Lewis to look into defibrillators which run solely on battery and solar panels for the phone kiosk. <b>JL</b></p> <p>c. <u>Resourcing Committee</u> : Another member is required on this Committee to replace Cllr Skeet. This and other Group memberships to be agreed at June meeting.</p>	Payee	Reference	Amount	HMRC	VAT 2020-21	3115.17	HMRC	VAT 2020-21	3115.17	TWBC	Precept	20465.00	<b>TOTAL</b>		<b>26695.34</b>	Supplier	Reference	Amount	DD NEST	Pension	84.68	BACS C Levett	Clerk's Salary	946.88	BACS Edf	Public Toilets	122.88	BACS Tenterden Twilight	Public Toilets	489.60	BACS Business Stream	Public Toilets	33.90	BACS Edf	Defibrillator	212.43	BACS Tompsett Landscaping	Grounds Maintenance	112.80	BACS Iden Green Pavilion	Meeting	28.00	BACS Ward Signs	Memorial Plaque	108.00	BACS KALC	Annual Subscription	853.37	<b>TOTAL</b>		<b>2992.54</b>	DD NEST	Pension	71.17	BACS C Levett	Clerk's Salary	946.68	BACS Edf	Public Toilets	132.85	BACS Tenterden Twilight	Public Toilets	489.00	BACS BT	Office Telephone	147.25	BACS Tompsett Landscaping	Grounds Maintenance	122.80	BACS Iden Green Pavilion	Meeting	14.00	BACS Benenden's Shop	Village Tidy	88.50	<b>TOTAL</b>		<b>2012.25</b>	
Payee	Reference	Amount																																																																														
HMRC	VAT 2020-21	3115.17																																																																														
HMRC	VAT 2020-21	3115.17																																																																														
TWBC	Precept	20465.00																																																																														
<b>TOTAL</b>		<b>26695.34</b>																																																																														
Supplier	Reference	Amount																																																																														
DD NEST	Pension	84.68																																																																														
BACS C Levett	Clerk's Salary	946.88																																																																														
BACS Edf	Public Toilets	122.88																																																																														
BACS Tenterden Twilight	Public Toilets	489.60																																																																														
BACS Business Stream	Public Toilets	33.90																																																																														
BACS Edf	Defibrillator	212.43																																																																														
BACS Tompsett Landscaping	Grounds Maintenance	112.80																																																																														
BACS Iden Green Pavilion	Meeting	28.00																																																																														
BACS Ward Signs	Memorial Plaque	108.00																																																																														
BACS KALC	Annual Subscription	853.37																																																																														
<b>TOTAL</b>		<b>2992.54</b>																																																																														
DD NEST	Pension	71.17																																																																														
BACS C Levett	Clerk's Salary	946.68																																																																														
BACS Edf	Public Toilets	132.85																																																																														
BACS Tenterden Twilight	Public Toilets	489.00																																																																														
BACS BT	Office Telephone	147.25																																																																														
BACS Tompsett Landscaping	Grounds Maintenance	122.80																																																																														
BACS Iden Green Pavilion	Meeting	14.00																																																																														
BACS Benenden's Shop	Village Tidy	88.50																																																																														
<b>TOTAL</b>		<b>2012.25</b>																																																																														
10. ENVIRONMENT & MAINTENANCE	<p>a. <u>Village Tidy</u> : 25 volunteers took part on 30<sup>th</sup> April, and over 20 big sacks of rubbish were collected. The demographic of volunteers is those aged over 45.</p> <p>b. <u>Beacon Field Wildflower Meadow</u> : Cllr Driver met with Tompsett Landscaping to discuss cutting requirements. A quote is awaited. Cllr Driver also spoke to Jonathan Kellett. A lot of work is required and possibly over a number of years to remove the dock and thistle infestation. The Parish Council may be eligible for a grant from the Sussex Lund Trust. Cllr Driver to follow up. There is yellow rattle and clover growing in the area of the field which has already been worked on.</p> <p>c. <u>Parish Wells</u> : The structural engineer has visited and a report is awaited. The bases of the posts are severely degraded. The planning application is due to be submitted. The Clerk to investigate if funding <b>CL</b></p>	<b>PD</b>																																																																														

	<p>from the Sussex Lund Trust and the UK Shared Prosperity Funds is available.</p> <p>d. <u>The Green</u> : The Cricket Club would like to delay any repairs until after the end of the cricket season.</p> <p>e. <u>Village Asset/Maintenance Report</u> : An updated report from Cllr Hagan had been circulated. Budgeting for work required has been estimated and work has been prioritised as red, amber, green. It was agreed that work prioritised as red should be started. Cllr Hagan to produce a schedule of work and quotes will be sought.</p>	<b>GH</b>
11. VILLAGE ORGANISATIONS/ COMMUNITY	<p>a. <u>Bequest</u> : Still no response received from Thomson Snell and Passmore.</p> <p>b. <u>Village Meeting</u> : Cllr Thomas and the Clerk are meeting with Jonathan Strong, BVT Chairman, to discuss further.</p> <p>c. <u>Platinum Jubilee Celebrations</u> : Cllr Beveridge had met with Peter Ellis and Grant Matthews regarding the lighting of the Beacon on Thursday 2<sup>nd</sup> June and to discuss the Risk Assessment drafted by Cllr Beveridge which the Parish Council agreed. Cllr Beveridge will be in attendance on the evening to assist in marshalling and a request made for others to assist.</p> <p>d. <u>Co-option</u> : The co-option process runs from 6<sup>th</sup> May to 28<sup>th</sup> June. One parishioner has to date submitted an application.</p>	<b>NT/CL</b>
11. COMMUNICATIONS	<p>a. <u>Website</u> : The entire Finance page was somehow permanently deleted from the website. A new page has been created and various documents and previous years' account uploaded again. The Policies and Procedures page was also deleted, and work is yet to be carried out to recreate this.</p>	<b>CL</b>
12. CORRESPONDENCE/ PARISHIONERS' QUESTIONS	No other correspondence or questions.	
DATE OF NEXT MEETING	Date of Next Meeting: Monday 20 <sup>th</sup> June, 7pm, Iden Green Pavilion	
	The meeting closed at 9.05pm.	

C Levett, Clerk to the Parish Council, 16<sup>th</sup> May 2022