

PARISH COUNCIL OF BENENDEN

Minutes of the Parish Council meeting held on Monday 21st March 2022, 7pm, Memorial Hall

Present	Cllrs Beveridge, Cruse, Driver, Grant, Hagan, Lewis and Thomas	
In Attendance	Cllrs Dawlings and Warne; C Levett, Clerk	
Item		Action Responsibility
1. APOLOGIES	Apologies were received from Cllrs Cochrane and Holden.	
2. DECLARATION OF INTERESTS	There were no declarations of interest.	
3. MINUTES OF PREVIOUS MEETING	The Parish Council minutes from the meeting held on 21 st February 2022 and the minutes of the Planning meeting held on 3 rd March 2022 were unanimously approved as correct records of the meetings.	
4. REPORTS BY COUNTY/ BOROUGH COUNCILLORS	<p>Cllr Dawlings reported :</p> <ul style="list-style-type: none"> • Ukrainian refugees – a local and national priority. William Benson, TWBC Chief Executive, will be coordinating county-wide action. • Climate Change Committee – KCC hosted a meeting chaired by Lord Deben, with a number of district leaders in attendance. Cllr Dawlings focussed on building regulations and the efficiency of buildings and housing. Following communication with Paul Taylor, TWBC Director of Change and Communities, Cllr Dawlings will write to Lord Deben. • Discussions are taking place looking at how KCC, the borough councils and the unitary authority operate across Kent, which has a population of 1.5 million, and how services could be more streamlined. <p>Cllr Warne reported :</p> <ul style="list-style-type: none"> • The Local Plan – the independent examiner raised questions regarding TWBC’s “duty to cooperate” with neighbouring planning authorities, and progression to the next stage has been delayed by about one month. • The outcome of the Turnden enquiry is still awaited. • An appeal for 42 homes in Sissinghurst has been dismissed. Concerns were raised by TWBC regarding highways and safety, with which the examiner agreed, and residents had raised concerns. • Another appeal for 35 homes in Cranbrook will be determined by informal hearing. 	
5. REPORTS BY CHAIR AND PARISH COUNCILLORS	<p>Cllr Thomas reported on the meetings which she had attended.</p> <ul style="list-style-type: none"> • <u>KALC TWBC Area Committee meeting 3rd March</u> Boundary Commission – Electoral Review The number of Borough Councillors has been reduced from 48 to 39, resulting in the realigning of some ward boundaries, as each ward (with 3 councillors) will need to represent about 7,000 electors. This is based on voting “by thirds” ie one councillor to be elected each year. If this was changed to voting “one out, all out” elections every four years, then this could mean that TWBC could have 1 member wards of 2,350 electors each. Benenden currently has around 1,400 electors, so would still share a councillor with another ward. Cllr Dawlings believes it would be better to have single member wards, in line with the Parish Council, County Council and MPs. It was agreed that the Parish Council would respond to consultations at a later stage as warding arrangements become clearer. Garden Waste Collection resumed on 21st March. Local Plan Update There is some surprise that the examiner has challenged the “cooperation” between TWBC and Maidstone BC. Both boroughs are putting forward plans that fulfil their housing targets, whilst others are not. TWBC Head of Planning Steve Baughen will be leaving once he has seen the Local Plan through. Hawkhurst Golf Course Appeal The Inspector and the developer both paid more attention to Hawkhurst’s NDP than TWBC Planning Officers have done so far. The Inspector especially drew 	

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

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

	<p>attention to their NDP policy LP2 Area of Outstanding Natural Beauty.</p> <ul style="list-style-type: none"> • <u>TWBC Parish Chairmen’s Group meeting 15th March</u> Housing Register Stuart Clifton, TWBC Housing Services Manager, explained the criteria/priority on the housing register. Benenden is one of few rural parishes to have a least two Rural Exception sites (Vyvyan Cottages and Hortons Close). The houses on these sites have to be offered to those with a local connection first. However, if affordable housing comes through development (Uphill and hospital sites), the Parish Council needs to ensure that there is a Local Letting Plan written into the S106 to ensure the same criteria is applied, ie offered to those with a local connection first, otherwise it will default to the priority list at TWBC. TWBC Climate Action website is up and running Planning Services training dates: 9 June 2022 (Council Chamber, covid permitting); 8 September 2022 (Zoom). • <u>Pre-school Governors meeting 16th March</u> Cllr Thomas was invited to input into possible sites for the pre-school, and she strongly advised that the space allocated during planning at the primary school is pursued. The Parish Council will support pre-school in negotiations with the primary school, who are still resistant to this proposal. 	
6. PARISH COUNCIL ELECTIONS	<ul style="list-style-type: none"> • TWBC and Benenden Parish Council elections will take place on Thursday 5th May. The Notice of Election for the Benenden Parish for 9 Parish Councillors and for Benenden and Cranbrook Ward for 1 Borough Councillor has been published by TWBC. • Anyone interested in becoming a candidate for either the Borough Council or for Benenden Parish Council should contact elections@tunbridgewells.gov.uk. • Nominations to stand as a candidate must be returned by 4pm on Tuesday 5 April directly to TWBC Elections Office. An appointment must be booked with the Elections Team to submit papers. • Information can be found at https://tunbridgewells.gov.uk/council/voting-and-elections/future-elections and at https://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/parish-council-elections-england • Anyone not currently registered to vote must do this by Thursday 14th April https://www.gov.uk/register-to-vote 	
7. PLANNING	<p>a. <u>Applications</u></p> <ul style="list-style-type: none"> • 22/00555/FULL Pympne Manor Farm, Pympne Road. Erection of a glasshouse in the garden of Pympne Manor Cllrs Beveridge and Grant made a site visit. SITE HISTORY: Various to restore the manor, landscaping, plant room, etc. All approved. LISTED BUILDINGS IN PROXIMITY: Subject property is Grade II*; Barn is Grade II APPLICATION FORM INFO: Proposed materials: Aluminium members based on timber sections, painted discreet olive colour. No trees or hedges will be affected. Pre-app advice not sought. D&A STATEMENT: <ul style="list-style-type: none"> ➤ Would be barely visible from the PRow ➤ Falls within what may have been a courtyard in 1876 and within general built area of site ➤ Garden built over the last year — 20/02234/FULL refers. Prior to this the kitchen garden was located west of the house and had a utilitarian glasshouse. New garden has a recently created vegetable garden north of the house and is enclosed with oak post and chestnut pale fence ➤ Although is aluminium, the design appears like painted timber. Traditional design in keeping with the traditional Tudor style of the house and subservient to it in scale ➤ Glasshouse to be sited at rear of vegetable garden ➤ Conservation Officer supports Benenden Parish Council unanimously agreed to support this application. • 22/00469/LBC The Old Livery Stables, The Green. Listed Building Consent - Installation of an 	

	<p>electric car charging point, mounted on the side of the wall</p> <p>LISTED BUILDINGS IN PROXIMITY: Subject property is Grade II Listed. Surrounded by listed buildings as within conservation area and the Green.</p> <p>APPLICATION FORM INFO: Pre-app advice sought</p> <p>GENERAL COMMENTS:</p> <ul style="list-style-type: none"> ➤ To be sited beneath overhang on side wall of house towards the rear of building ➤ Not visible from the green or road, or from the pub car park <p>Benenden Parish Council unanimously agreed to support this application.</p> <ul style="list-style-type: none"> • 22/00536/FULL The Parsonage, Cranbrook Road. Variation of Condition 2 of 21/01503/FULL - Raise side extension's ceiling height by raising the parapet roof by 225mm Consent granted 8/7/21 under 21/01503/FULL for Erection of single storey side extension; internal alterations to layout and fenestration; proposed replacement garage and extension of existing driveway. Condition 2 relates to approved drawings and seeks to vary the approved drawings in relation to height of single storey extension forming the kitchen. The Parish Council had raised the issue of the bulk and mass of the replacement garage Benenden Parish Council unanimously agreed to support this application. • 22/00262/FULL The Coach House, Field Farm House. Conversion and alterations to the existing Coach House to form holiday let for residential tourism accommodation On 3rd March the Parish Council supported the corresponding LBC application 22/00263/LBC commenting that if consent is granted, requests conditions appropriate to holiday lets, their management and retention as tourist accommodation, together with a condition that the details of any proposed lighting scheme is submitted for approval prior to installation, to protect this rural location from light pollution, Policy BD5 of the BNDP refers. Benenden Parish Council unanimously agreed to support this application with the same comment. • 22/00655/FULL 2 Hilltop Cottages, Dingledden. Erection of two storey extension, additional single storey extension to the rear Cllrs Beveridge and Grant made a site visit. SITE CONSTRAINTS: AONB; Outside LBD; Agricultural Land Classification Grade 3; Applications or Equivalent Only (including Res Matters) — 2 consult KCC on major planning. SITE HISTORY: 06/00519/FULL Redivision of dwelling into two dwellings. Change of use from agriculture to domestic curtilage to provide vehicle turning and parking space. APPROVED. LISTED BUILDINGS IN PROXIMITY: Beacon Windmill, Beacon Mill Cottage, and The Beacon are all Grade II Listed but located on the other side of Rolvenden Road. No impact on any listed buildings. APPLICATION FORM INFO: <ul style="list-style-type: none"> ➤ All exterior materials to match existing. ➤ No trees or hedges affected by the proposal. ➤ No alteration to the number of parking spaces. ➤ No PRoW. ➤ Pre-app advice: planning consent is required. The application would likely be refused given the large and overbearing scale of the cumulative additions, contrary to policy H11 of the LP. Reducing the scale, particularly to the rear could improve the chances of the application being acceptable. <p>GENERAL COMMENTS:</p> <ul style="list-style-type: none"> ○ Small 2 storey cottage with bathroom/wc being on ground floor, and 3 beds on 1st floor. ○ Ground floor remodelled but retain shower room in the side/rear extension. Rear extension will become dining room joined to kitchen (part of rear external wall will be removed). Rear extension is single storey. Existing conservatory will be absorbed by rear single storey extension — elevations show roof lantern above. Rear extension will run across the back of existing building and across new side extension. 2-storey section will end in line with existing rear external wall, creating an 'L' shaped addition. ○ First-floor addition will provide bathroom and dressing room upstairs, retaining 3 existing bedrooms in original part of house. 	
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	<ul style="list-style-type: none"> ○ Timber framed car port shown in the proposed elevation drawings and block plan is not mentioned in the application and is NOT part of the application. ▪ COMPARE: Adjoining property, 1 Hilltop Cottages, 18/01457/FULL, received consent for: Erection of two storey side extension with room in roof space, associated hip to gabling of main roof, roof lights, and changes to fenestration. Removal of existing conservatory and creation of patio and steps to rear. The Parish Council supported the application. ▪ Site visit revealed that the car barn is was only included in the drawings for illustration. <p>Benenden Parish Council unanimously agreed to support this application for a side and rear extension. It is noted that a car barn is shown on the proposed block plan and proposed elevation drawings, but that it is not part of this application. The Parish Council considers that the addition of a car barn as shown in the drawings would cause the site to be overdeveloped because of the mass and scale.</p> <ul style="list-style-type: none"> ● 22/00759/TPO 1 Kennedy House, Leybourne Dell. G1 conifers to crown lift lower branches 2.5m from ground level, reduce top by 4m from tips, side prune sides by 0.5m - 1m leaving green. Remove 2x snapped branches inside compound. ➢ Applicant is Southern Water in connection with the pumping station ➢ Details and photos on Tree Location Plan <p>Benenden Parish Council unanimously agreed to make no comment on this application.</p> <ul style="list-style-type: none"> ● 22/00160/FULL & 22/00161/LBC The Kitty Fisher - amendments to proposal <p>The proposal for an extension as considered on 3rd March has been amended following Parish and neighbour concerns and now proposes a single storey rear extension only.</p> <ul style="list-style-type: none"> ➢ The flat roof single storey has a parapet pitched tiled roof around it ➢ The revised layout has 4 bedrooms which are not accessed through one another ➢ Extra staircase still included to rationalise the first floor <p>Benenden Parish Council unanimously agreed to support the amendments.</p> <p>b. <u>Other Planning Matters</u></p> <ul style="list-style-type: none"> ● 19/00362/OUT Land At Standen Street. Outline application (access and scale only) for five dwellings <p>Cllr Thomas had written to TWBC Case Officer asking the following questions :</p> <ul style="list-style-type: none"> ➢ Why did the agreement for the S106 take over 18 months? ➢ As the Decision Notice was issued after the successful Benenden NDP referendum on 3rd February, we have been asked by residents why our NDP policies were not applied to this application (in which case it should have been refused, as it does not comply with our NDP policies)? ➢ Why was there no indication on the website that permission had been granted on 4th September 2020 (subject to conditions and agreement to S106 deed)? ➢ The Delegated Report was written 4th September 2020, but was only published on 17th February 2022. The Delegated Report contains incorrect information about the BNDP. In September 2020, our plan had passed through Regulation 14, and was ready for submission at Regulation 15 (submitted to TWBC on 2nd October 2020). Please could you clarify why this was omitted from the Delegated Report? <p>No response has been received and Cllr Thomas will follow up with Peter Hockney, TWBC Development Manager.</p> <ul style="list-style-type: none"> ▪ Light Pollution ➢ Concerns remain regarding outdoor lighting and it was agreed to discuss further Cllr Cruse's suggestion for a lighting task group. ➢ Cllr Thomas to write to TWBC regarding the submission and approval of the lighting scheme at Benenden Hospital. 	<p>NT</p> <p>RC NT</p>
8. HIGHWAYS, FOOTPATHS & TRANSPORT	<p>Cllr Driver reported :</p> <ul style="list-style-type: none"> ● The fault report concerning the flooded footpath gateway at the bottom of Hillyfields has 	

	<p>rebounded from KHS back to the Footpaths and Rights of Way group. The PRow Officer assures that action will be taken.</p> <ul style="list-style-type: none"> Request made to KHS about replacement of the finger post directional sign at the crossroads. Response that a traditional wooden post would need to be funded by the parish and should be dealt with via the Highways Improvement Plan. <p><u>Highways Improvement Plan</u> Cllr driver had updated the HIP and will make further amendments and submit it to KHS</p> <p><u>KCC Bus Funding Reduction Consultation</u> Bus services in Benenden will be affected by reduction. The Clerk has published details of the consultation, which closes on 20th April, on the website, facebook and nextdoor, and will repeat this. Concerns were raised that those who may be affected as bus users are not informed. Cllr Cruse offered to place posters in bus stops to highlight the consultation.</p>	<p>PD</p> <p>CL RC</p>																																																																																																																																				
<p>9. RESOURCING/ FINANCE</p>	<p>a. <u>Monthly Transactions</u> TRANSACTIONS FROM 1st February 2022</p> <table border="0"> <tr> <td>Brought forward</td> <td></td> <td></td> <td>85285.85</td> </tr> <tr> <td colspan="4">Income</td> </tr> <tr> <td></td> <td>Payee</td> <td>Reference</td> <td>Amount</td> </tr> <tr> <td>TOTAL</td> <td></td> <td></td> <td>0.00</td> </tr> <tr> <td colspan="4">Expenditure</td> </tr> <tr> <td></td> <td>Supplier</td> <td>Reference</td> <td>Amount</td> </tr> <tr> <td>DD</td> <td>NEST</td> <td>Pension</td> <td>69.95</td> </tr> <tr> <td>DD</td> <td>CF Corporate Finance</td> <td>Copier Lease</td> <td>180.00</td> </tr> <tr> <td>DD</td> <td>ICO</td> <td>Data Protection Fee</td> <td>35.00</td> </tr> <tr> <td>BACS</td> <td>C Levett</td> <td>Clerk's Salary</td> <td>928.83</td> </tr> <tr> <td>BACS</td> <td>Edf</td> <td>Public Toilets</td> <td>91.29</td> </tr> <tr> <td>BACS</td> <td>Tenterden Twilight</td> <td>Public Toilets</td> <td>561.60</td> </tr> <tr> <td>BACS</td> <td>Edf</td> <td>Defibrillator</td> <td>161.39</td> </tr> <tr> <td>BACS</td> <td>BT</td> <td>Office Telephone</td> <td>126.15</td> </tr> <tr> <td>BACS</td> <td>ASL</td> <td>Copying/Printing</td> <td>67.58</td> </tr> <tr> <td>BACS</td> <td>Krystal Hosting</td> <td>Domain Name</td> <td>14.39</td> </tr> <tr> <td>BACS</td> <td>TWBC</td> <td>Trees</td> <td>53.55</td> </tr> <tr> <td>TOTAL</td> <td></td> <td></td> <td>2289.73</td> </tr> <tr> <td></td> <td>Reconciled with bank statement 060 28 February 2022</td> <td></td> <td>82996.12</td> </tr> <tr> <td colspan="4">Approved March 2022 Payments :</td> </tr> <tr> <td>DD</td> <td>NEST</td> <td>Pension</td> <td>87.05</td> </tr> <tr> <td>BACS</td> <td>C Levett</td> <td>Clerk's Salary</td> <td>1063.54</td> </tr> <tr> <td>BACS</td> <td>Edf</td> <td>Public Toilets</td> <td>105.42</td> </tr> <tr> <td>BACS</td> <td>Tenterden Twilight</td> <td>Public Toilets</td> <td>489.60</td> </tr> <tr> <td>BACS</td> <td>Business Stream</td> <td>Public Toilets</td> <td>74.17</td> </tr> <tr> <td>BACS</td> <td>HMRC</td> <td>Employer Contributions Q4</td> <td>295.76</td> </tr> <tr> <td>BACS</td> <td>123 Reg</td> <td>NDP Domain Renewal</td> <td>19.19</td> </tr> <tr> <td>BACS</td> <td>123 Reg</td> <td>NDP Linux Renewal</td> <td>115.06</td> </tr> <tr> <td>BACS</td> <td>Alex Durtnell</td> <td>War Memorial</td> <td>372.79</td> </tr> <tr> <td>BACS</td> <td>Anthony Hicks</td> <td>Parish Wells</td> <td>12000.00</td> </tr> <tr> <td>BACS</td> <td>Ward Signs</td> <td>Trees Memorial Plaque</td> <td>108.00</td> </tr> <tr> <td>BACS</td> <td>Microsoft</td> <td>Annual Subscription</td> <td>59.99</td> </tr> <tr> <td>TOTAL</td> <td></td> <td></td> <td>14790.57</td> </tr> </table> <p>b. <u>Clerk's Salary</u> : The National Joint Council for Local Government Services 2021-22 national salary</p>	Brought forward			85285.85	Income					Payee	Reference	Amount	TOTAL			0.00	Expenditure					Supplier	Reference	Amount	DD	NEST	Pension	69.95	DD	CF Corporate Finance	Copier Lease	180.00	DD	ICO	Data Protection Fee	35.00	BACS	C Levett	Clerk's Salary	928.83	BACS	Edf	Public Toilets	91.29	BACS	Tenterden Twilight	Public Toilets	561.60	BACS	Edf	Defibrillator	161.39	BACS	BT	Office Telephone	126.15	BACS	ASL	Copying/Printing	67.58	BACS	Krystal Hosting	Domain Name	14.39	BACS	TWBC	Trees	53.55	TOTAL			2289.73		Reconciled with bank statement 060 28 February 2022		82996.12	Approved March 2022 Payments :				DD	NEST	Pension	87.05	BACS	C Levett	Clerk's Salary	1063.54	BACS	Edf	Public Toilets	105.42	BACS	Tenterden Twilight	Public Toilets	489.60	BACS	Business Stream	Public Toilets	74.17	BACS	HMRC	Employer Contributions Q4	295.76	BACS	123 Reg	NDP Domain Renewal	19.19	BACS	123 Reg	NDP Linux Renewal	115.06	BACS	Alex Durtnell	War Memorial	372.79	BACS	Anthony Hicks	Parish Wells	12000.00	BACS	Ward Signs	Trees Memorial Plaque	108.00	BACS	Microsoft	Annual Subscription	59.99	TOTAL			14790.57	
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	award has been agreed with new rates of pay applicable from 1 st April 2021. The Clerk's salary has been adjusted accordingly as agreed at the Resourcing Committee Meeting on 29 th November 2021. c. <u>Internal Audit</u> : Scheduled to take place on 9 th June.	
10. ENVIRONMENT & MAINTENANCE	<p>a. <u>Public Toilets</u> : The Clerk has not yet taken any action regarding the installation of CCTV. Cllr Hagan had obtained a quote for Healthmatic Door and Access Control Equipment for £8,870. The Parish Council agreed to put this on hold until BVT's plans for the toilet building are clearer.</p> <p>b. <u>Parish Wells</u> : The contract has been signed and the £10,000 (net) deposit paid from S137 funds. A donations page has been set up https://wonderful.org/fundraisers/502. The contractors, Anthony Hicks will be visiting the structures to mark up the repairs and issue the repair drawings.</p> <p>c. <u>Village Asset/Maintenance Report</u> : The Group will consider the report produced by Cllr Hagan and prioritise works which need doing and whether volunteers could be sought for some projects. The Iden Green sign needs replacing and it was suggested that the picture needs updating.</p> <p>d. <u>Queen's Green Canopy</u> : A plaque has been ordered and the trees pinned to the map.</p> <p>e. <u>Village Tidy</u>: This will take place on 30th April. The Clerk to contact TWBC.</p> <p>f. <u>The Green</u></p> <ul style="list-style-type: none"> ➤ The Cricket Club had raised concerns about the mowing of the Green, and KCC Landscape Services have been awarded the contract to meet the Cricket Club's requirements. ➤ Patches on either side of the Green are seriously damaged. This is caused by vehicles riding over the kerb, probably to get past parked vehicles or similar obstructions. The west side is in poor condition but both sides need levelling and reseeding/returfing. It was agreed to obtain quotes to carry out this work. ➤ A parishioner had reported an exposed cable on the Green which needed investigation as to whether it was a live cable or if it should be buried deeper. Cllr Driver established that it is an Openreach cable and that the insulation had been damaged exposing the armoured protection. The cable has probably been exposed due to vehicles churning up the verge (another reason to do something about the verge). The cable has now been reburied by Openreach. <p>g. <u>Beacon Field/Wildflower Meadow</u> : It had been agreed to harrow the field in the Spring to deal with the ruts. Cllr Beveridge offered to speak to a village farmer with a harrow.</p> <p>h. <u>Damage to War Memorial Grass and Kerb</u> : Cllr Cruse had reported damage thought to be caused by a Jewson vehicle. However CCTV from the driver's cab showed this not to be the case.</p>	<p>CL</p> <p>CL</p> <p>CL</p> <p>GB</p>
11. VILLAGE ORGANISATIONS/COMMUNITY	<p>a. <u>Bequest</u> : Tomson Snell & Passmore has advised that the executors of Miss Thoburn's estate are now in a position to transfer the unregistered land at Walkhurst Road to the Parish Council as trustee of the charitable trust created under the Will. The land is given to Benenden Parish Council to use in perpetuity as allotments. TSP advises that the wording of the Will creates a charitable trust under which Benenden Parish Council is the trustee and the land is the asset of the trust, however, this is not clear. TSP recommends that the Parish Council seek legal advice. The Clerk to follow up.</p> <p>b. <u>PCSO</u> : Simon Humphreys has moved to the TW Community Safety Unit. The new PCSO for Benenden is Tom Costin.</p>	CL
11. COMMUNICATIONS	It was agreed that the Parish Council would try to engage with the residents of East End and consider how this could be achieved.	
12. CORRESPONDENCE/ PARISHIONERS' QUESTIONS	Following the result of the NDP Referendum Tom Cripps had written to Helen Grant MP, who had forwarded this on to the Minister of State for Housing. His response will be published in a future Village Magazine and it was agreed that it should also be published on the PC and NDP websites.	CL
DATE OF NEXT MEETING	Date of Next Meeting: Monday 25 th April 2022, 7pm, Iden Green Pavilion	
	The meeting closed at 9.30pm	

C Levett, Clerk to the Parish Council, 21st March 2022