

# PARISH COUNCIL OF BENENDEN

## Minutes of the Annual Parish Council Meeting held on Monday 15<sup>th</sup> May 2023, 7pm, Iden Green Pavilion

Present	Cllrs Beveridge, Cochrane, Cruse, Grant, Hagan, Lewis, Presgrave and Thomas	
In Attendance	Cllrs Dawlings and Warne; C Levett – Clerk. 1 parishioner.	
<b>Item</b>		<b>Action Responsibility</b>
	Cllr Thomas thanked those who attended, spoke and helped at the Annual Assembly.	
1. APOLOGIES	Apologies were received from Cllr Driver.	
2. DECLARATION OF INTERESTS	No declarations of interest.	
3. ELECTION OF CHAIR OF THE PARISH COUNCIL	Cllr Lewis proposed Cllr Thomas as Chair of the Parish Council. This was seconded by Cllr Hagan and unanimously agreed.	
4. ELECTION OF VICE CHAIR	Cllr Thomas proposed Cllr Grant as Vice Chair of the Parish Council. This was seconded by Cllr Lewis and unanimously agreed.	
5. MINUTES OF PREVIOUS MEETING	The Parish Council minutes from the meeting held on 17 <sup>th</sup> April were unanimously approved as a correct record of the meeting.	
6. REPORTS BY COUNTY/ BOROUGH COUNCILLORS	<p>Cllr Dawlings :</p> <ul style="list-style-type: none"> <li>• Thanked those responsible (Friends of St George’s Church) for organising the excellent picnic on 7<sup>th</sup> May.</li> <li>• Congratulated the Parish Council on the good Annual Assembly.</li> <li>• Local elections : there were very few issues regarding voter ID.</li> <li>• Committees are currently being reformed. To be approved at the Annual Council Meeting on 24<sup>th</sup> May.</li> <li>• The outcome of the Local Government Boundary Commission review to be published 16<sup>th</sup> May.</li> </ul> <p>Cllr Warne :</p> <ul style="list-style-type: none"> <li>• Local elections : the make up of the Council has not changed too much and going forward committees will likely be kept as last year.</li> <li>• Community Safety Partnership Plan : the priorities will remain as domestic abuse; substance misuse and supply, and alcohol-related behaviour; anti-social behaviour; road safety; violent behaviour (including violence against women and girls)</li> <li>• Finance : there was a small surplus at the year-end 2022/23, but a deficit budget for 2023/24. TWBC will be looking at where savings can be made in discretionary services and where revenue can be increased.</li> <li>• Local Plan : TWBC is currently looking at options following the examiner’s comments last year and is working towards the end of this year to have the Local Plan agreed.</li> <li>• Cranbrook and Sissinghurst NDP : consideration is being given to modifications following the NDP examiner’s comments and it is hoped that the referendum will be held in the autumn.</li> <li>• The new Paddock Wood Community Centre build is complete and will open in the summer.</li> <li>• Turnden : the applicant has applied to the High Court challenging the Secretary of State’s decision.</li> </ul>	
7. REPORTS BY CHAIR AND PARISH COUNCILLORS	Nothing to report.	
8. PLANNING	<p><u>a. Planning Applications</u></p> <ul style="list-style-type: none"> <li>• <b>23/00865/FULL Finns Barn, Standen Street.</b> Erection of detached oak framed garage (amendment to scheme approved under 22/01852/FULL) to add an additional bay <ul style="list-style-type: none"> <li>➤ Proposed 3-bay garage 6.25m x 10.6m (2-bay garage approved August 2022 6.5m x 7m).</li> <li>➤ 3-bay oak frame over brick plinth car barn type with plain clay tiled pitched roof and weatherboard cladding to side and rear elevations.</li> <li>➤ Proposal to add a bay to the extant permission for 2-bay car barn does not cause any concern to appearance of site and does not impact on landscaping or surrounding trees.</li> </ul> </li> </ul> <p><b>The Parish Council unanimously agreed to support this application.</b></p> <ul style="list-style-type: none"> <li>• <b>23/00875/FULL Bramleys, Apple Pie Farm.</b> Erection of single storey rear orangery extension,</li> </ul>	

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

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

	<p>addition of side dormer, replacement dormer to rear, replacement of all existing cladding to black composite cladding</p> <ul style="list-style-type: none"> <li>➤ SITE CONSTRAINTS: Benenden Parish Wide NDP Policies — BNDP; Within 250M buffer of TWBC Quarry/Landfill Site; AONB; Outside LBD1; Agricultural Land Classification Grade 3; Apps or equivalent only (including Reserved Matters) to consult KCC on Major planning.</li> <li>➤ SITE HISTORY: 85/00527/FULL Side and rear extension to provide new kitchen, dining room, bedrooms and garages - approved. 85/00758/FULL Change of use from agricultural to residential - refused. 85/00988/FULL Side and rear extension to provide new kitchen, dining room, bedrooms and garages - approved. 85/00997/FULL Change of use from agricultural land to garden - approved. 91/01100/OUT Outline (access siting and landscaping not reserved) — Construction of kennelling to rear – deemed refused (historical use only). 01/01448/FULL Installation of 2 dormer windows, erection of conservatory and rear entrance porch- approved.</li> <li>➤ LISTED BUILDINGS IN PROXIMITY: None in proximity.</li> <li>➤ APPLICATION FORM INFO: Pre-app advice not sought.</li> <li>➤ D&amp;A OR PLANNING STATEMENT INFO: No D&amp;A Statement.</li> <li>➤ GENERAL COMMENTS: Located immediately to SE corner of the Apple Pie Farm storage facility and commercial units. Orangery to have flat roof with roof lantern.</li> </ul> <p><b>The Parish Council unanimously agreed to support this application.</b></p> <ul style="list-style-type: none"> <li>● <b>23/00929/FULL Hoads Brook, Goddards Green Road.</b> Change of use of detached annex to form a separate residential dwelling with amenity garden, existing parking and access, and existing home office/studio; Erection of a new boundary fence with hedge</li> <li>➤ Located at RHS of junction of Mockbeggar Lane and Goddards Green Road. Annexe is sited at front of property served by separate highway entrance, and is a converted barn (not listed).</li> <li>➤ Pre-app advice sought and application follows guidance received. 2013 - app submitted to convert the barn to single residential use as standalone dwelling - refused with 4 reasons. 2014 - amended scheme addressing the concerns raised in the refusal but subsequently withdrawn after TWBC raised concerns over a nearby Oak tree and concerns regarding creation of a new dwelling in the countryside. 2015 - Following consultation with the Case Officer application was made to convert barn to a 3-bed self-contained annexe. There is no longer a requirement to use the barn as an annexe.</li> <li>➤ Continued concern for oak tree as the Case Officer advised that continual residential use would lead to damage of the tree and increase likelihood of felling.</li> <li>➤ Arboriculturist questions why residential occupation deemed to endanger the tree to any degree more than ancillary or holiday let usage. There is an existing TPO on the oak tree.</li> <li>➤ D&amp;A Statement refers to BNDP quoting development sites of hospital and to support proposal.</li> <li>➤ Outside the AONB.</li> <li>➤ Complies with the required local, national and BNDP policies.</li> </ul> <p><b>The Parish Council unanimously agreed to support this application.</b></p> <ul style="list-style-type: none"> <li>● <b>23/00924/FULL and 23/01104/LBC Old Eaton Oast, Goddards Green Road.</b> Variation of Condition 2 of 22/03244/FULL - Amend approved drawings for changes to fenestration, doors and roof materials</li> <li>➤ Minor changes to approved drawings: Approved proposed ground floor plan: changes to window and French door sizes; Approved roof plan: change from zinc to glass reinforced plastic roof; Approved SE and NE elevations: changes to window and French door sizes and GRP roof.</li> <li>➤ 22/03244/FULL &amp; 22/03245/LBC granted consent to erect single storey rear extension, insertion of inglenook fireplace and alterations to existing fenestration.</li> <li>➤ Proposal seeks to vary Condition 2 as described.</li> </ul> <p><b>The Parish Council unanimously agreed to support this application</b> subject to the works being satisfactory to the Conservation Officer.</p> <ul style="list-style-type: none"> <li>● <b>23/00781/FULL Benton Hoppers, Dingledden.</b> Conversion and renovation of semi-derelict building to holiday accommodation.</li> <li>➤ Restoration to a one bed cottage primarily for holiday let.</li> <li>➤ Existing: block and brick external walls with a timber framed roof finished externally in profiled corrugated metal.</li> <li>➤ Proposed: external walls to be clad in timber and roof finished with Kent peg tiles.</li> </ul>	
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	<ul style="list-style-type: none"> <li>➤ Size, form, mass and overall shape of existing building will remain unchanged, but appearance will be improved.</li> <li>➤ Trees and planting unaffected.</li> <li>➤ Existing access and parking will remain unchanged due to the limited size and small number of guests at a one bed property.</li> <li>➤ Complies with BNDP Policy BE5 Reuse of Redundant Buildings for tourism, etc purposes.</li> </ul> <p><b>The Parish Council unanimously agreed to support this application.</b></p> <p>An email and attachments (confidential item) from solicitors acting on behalf of the owners of Benton Farm had been circulated. It was unanimously agreed that BPC would reply explaining that the Parish Council will not offer a response to their queries as it is not the Local Planning Authority, and does not make the final decision regarding planning applications.</p> <p><u>b. Other Planning Matters</u></p> <p>i. Hospital Site Proposals – Cllr Thomas had responded to BHSL’s last email, which was also copied to Esquire, setting out that the concerns and issues raised by BPC had still not been addressed. No further comment has been received from Esquire or BHSL.</p>																																																			
9. HIGHWAYS, FOOTPATHS & TRANSPORT	<p><u>a. Highways Improvement Plan</u></p> <ul style="list-style-type: none"> <li>• Horsmonden PC had purchased their own bin stickers encouraging drivers to slow down and distributed 2 for each household.</li> </ul> <p><u>b. Verges and Ditches</u></p> <ul style="list-style-type: none"> <li>• A Dingledean parishioner had raised issues of damage to ditches and verges.</li> <li>• Highways advise that ditches are the responsibility of the landowner and KCC is not undertaking any maintenance or repair to verges at present due to a lack of finances.</li> </ul> <p><u>c. Pavement Parking</u></p> <ul style="list-style-type: none"> <li>• A parishioner had complained about the increase in the number of vehicles parking on the pavement and the problems this creates.</li> <li>• Cllr Cruse advised that he is writing a piece for the Village Magazine and it was agreed that letters would be sent to residents in The Street, as this had previously proved successful.</li> </ul> <p><u>d. No Parking Signs</u></p> <ul style="list-style-type: none"> <li>• Cllr Hagan to organise placing the signs on the fence by The Bull.</li> </ul>	RC NT GH																																																		
10. RESOURCING/ FINANCE	<p><u>a. Monthly Finance</u></p> <p>Transactions from 1st April 2023</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Brought forward</td> <td style="width: 20%; text-align: right;"><b>51232.18</b></td> </tr> <tr> <td colspan="2">Income</td> </tr> <tr> <td style="padding-left: 20px;">Payee</td> <td style="text-align: right;">Reference</td> </tr> <tr> <td style="padding-left: 40px;">B&amp;IG WI</td> <td style="text-align: right;">Amount</td> </tr> <tr> <td style="padding-left: 40px;">TWBC</td> <td style="text-align: right;">3.30</td> </tr> <tr> <td style="padding-left: 40px;">TOTAL</td> <td style="text-align: right;">23000.00</td> </tr> <tr> <td colspan="2"><b>23003.30</b></td> </tr> <tr> <td colspan="2">Expenditure</td> </tr> <tr> <td style="padding-left: 20px;">Supplier</td> <td style="text-align: right;">Reference</td> </tr> <tr> <td style="padding-left: 40px;">BACS Memorial Hall</td> <td style="text-align: right;">Amount</td> </tr> <tr> <td style="padding-left: 40px;">BACS TP Jones</td> <td style="text-align: right;">21.25</td> </tr> <tr> <td style="padding-left: 40px;">BACS Thomson Snell &amp; Passmore</td> <td style="text-align: right;">63.40</td> </tr> <tr> <td style="padding-left: 40px;">BACS Benenden's</td> <td style="text-align: right;">258.60</td> </tr> <tr> <td style="padding-left: 40px;">BACS Staffing</td> <td style="text-align: right;">132.75</td> </tr> <tr> <td style="padding-left: 40px;">BACS O2</td> <td style="text-align: right;">1000.00</td> </tr> <tr> <td style="padding-left: 40px;">BACS Tompsett</td> <td style="text-align: right;">31.56</td> </tr> <tr> <td style="padding-left: 40px;">BACS KALC</td> <td style="text-align: right;">124.08</td> </tr> <tr> <td style="padding-left: 40px;">BACS Edf</td> <td style="text-align: right;">878.28</td> </tr> <tr> <td style="padding-left: 40px;">TOTAL</td> <td style="text-align: right;">177.26</td> </tr> <tr> <td colspan="2"><b>2687.18</b></td> </tr> <tr> <td colspan="2">Reconciled with bank statement 078 30th April 2023</td> </tr> <tr> <td colspan="2"><b>71548.30</b></td> </tr> <tr> <td colspan="2">May 2023 approved payments</td> </tr> <tr> <td style="padding-left: 20px;">DD NEST Pension</td> <td style="text-align: right;">77.81</td> </tr> <tr> <td style="padding-left: 20px;">DD NEST Pension</td> <td style="text-align: right;">77.81</td> </tr> </table>	Brought forward	<b>51232.18</b>	Income		Payee	Reference	B&IG WI	Amount	TWBC	3.30	TOTAL	23000.00	<b>23003.30</b>		Expenditure		Supplier	Reference	BACS Memorial Hall	Amount	BACS TP Jones	21.25	BACS Thomson Snell & Passmore	63.40	BACS Benenden's	258.60	BACS Staffing	132.75	BACS O2	1000.00	BACS Tompsett	31.56	BACS KALC	124.08	BACS Edf	878.28	TOTAL	177.26	<b>2687.18</b>		Reconciled with bank statement 078 30th April 2023		<b>71548.30</b>		May 2023 approved payments		DD NEST Pension	77.81	DD NEST Pension	77.81	
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11. ENVIRONMENT & MAINTENANCE	<p><u>a. Beacon Field Wildflower Meadow</u></p> <ul style="list-style-type: none"> <li>• No further update from KCC re lease.</li> </ul> <p><u>b. Parish Wells</u></p> <ul style="list-style-type: none"> <li>• Cllr Beveridge has arranged a fundraising Race Night on 18<sup>th</sup> July.</li> <li>• A fundraising banner, 8' x 4', has been ordered at a cost of £90 + VAT.</li> </ul> <p><u>c. Village Asset/Maintenance Report</u></p> <ul style="list-style-type: none"> <li>• Insurance is due for renewal 1<sup>st</sup> August and the asset register will be given full and proper review by the Finance Group at its meeting.</li> <li>• Cllr Hagan has met with Fox Construction and they will quote for the flagpole, which is rotten at the bottom.</li> <li>• Cllr Lewis advised that the Iden Green finger post has been repaired and part-cleaned.</li> </ul> <p><u>d. Telephone Kiosks</u></p> <ul style="list-style-type: none"> <li>• A parishioner has offered to paint a telephone box, preferably one nearest to Rolvenden.</li> <li>• Cllr Hagan to organise.</li> </ul> <p><u>e. War Memorial</u></p> <ul style="list-style-type: none"> <li>• Elliott Bretherton, EB Sculpture Ltd, had offered to clean the War Memorial stonework free of charge with specialist stone cleaning machinery. The residents of Hurstdene had offered use of electricity and water. Unfortunately though the work could not be carried out safely.</li> </ul>	<b>FINANCE GROUP</b>  <b>GH</b>																								
12. VILLAGE ORGANISATIONS/ COMMUNITY	<p><u>a. Allotments</u></p> <ul style="list-style-type: none"> <li>• Four documents in draft format as follows: <ol style="list-style-type: none"> <li>1. Tenancy from BPC to Benenden Allotment Association (BAA).</li> <li>2. Tenancy Agreement from BAA to the plot holder.</li> <li>3. Allotment tenancy terms and conditions to be attached to each tenancy to the plot holder.</li> <li>4. Application to erect a structure on allotment.</li> </ol> </li> <li>• Cllr Grant is liaising with the Association start-up group to progress the drafts to completed documents for BPC's consideration and approval at its June meeting.</li> <li>• The start-up group is progressing the formation of the Association and Cllr Grant is in collaboration with them on this. This Constitution will not require BPC approval, but needs to ensure that it ties in with the aim of BAA managing the site on BPC's behalf.</li> <li>• The new fence has been erected the wrong way round to secure livestock. As the responsibility of BPC to maintain and keep the fence in good repair, the executors have been asked to rectify this. There are 2 strands of barbed wire and it has been questioned whether this is necessary.</li> </ul> <p><u>b. Public Toilets</u></p>																									

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	<ul style="list-style-type: none"> <li>Revised quotes have been sought from Danfo and Healthmatic. Danfo looked at the revised specification and advised that this would be more expensive due to the additional building works required, but can substitute some parts, and hold their originally quoted price. A revised quote from Healthmatic is awaited.</li> <li>It is possible that up to £10,000 may be available from Lottery funding.</li> <li>An application has been made to TWBC for £3,500 through the UKSPF Community Grants Programme.</li> </ul> <p><u>c. Pre-School/Primary School</u></p> <ul style="list-style-type: none"> <li>Cllrs Grant and Thomas met with representatives of the Primary School on 9<sup>th</sup> May to discuss the siting of Pre-School and the proposed well-being garden.</li> <li>Both parties explained their thoughts and reasonings.</li> <li>The Primary School has held discussions with Benenden Pre-School but would only consider a firm proposal and backed up by a business plan.</li> <li>The well-being garden is not a permanent structure, and can be removed if required.</li> <li>It was felt that groundworks might be cost prohibitive and the space too small to accommodate a financially viable Pre-School building and an outdoor area.</li> <li>The Diocese would likely charge a commercial rent.</li> <li>Cllr Thomas will meet with Pre-School and provide feedback.</li> </ul> <p><u>d. Defibrillators</u></p> <ul style="list-style-type: none"> <li>Peter Ellis advised that a new defibrillator has been installed on the wall at Wheelwrights House, with child capability as well as adult. The old one has been moved to Cranden Diamonds.</li> <li>New batteries will be needed shortly and Peter Ellis will source these at best value.</li> </ul>	<b>NT</b>
13. CORRESPONDENCE/ PARISHIONERS' QUESTIONS		
DATE OF NEXT MEETING	Date of Next Meeting: Monday 19 <sup>th</sup> June 2023, 7pm, Iden Green Pavilion.	
	The meeting closed at 8.15pm.	

C Levett, Clerk to Benenden Parish Council, 15<sup>th</sup> May 2023