

## PARISH COUNCIL OF BENENDEN

**Minutes of the Ordinary Parish Council Meeting held on Monday 16<sup>th</sup> October 2023, 7pm, Iden Green Pavilion**

Present	Cllrs Beveridge, Cochrane, Cruse, Driver, Grant, Hagan Lewis and Thomas.	
In Attendance	Cllrs Dawlings, Holden and Warne. C Levett, Clerk. 10 parishioners.	
<b>Item</b>		<b>Action Responsibility</b>
1. APOLOGIES	Apologies were received from Cllr Presgrave.	
2. DECLARATION OF INTERESTS	No declarations of interest.	
3. MINUTES OF PREVIOUS MEETING	The Parish Council minutes from the meeting held on 18 <sup>th</sup> September 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"> <li>• A meeting took place in Cranbrook to discuss secondary education in the area. Since the High Weald Academy closed a lot of villages have been affected. The Cabinet Member and lead officers will meet to discuss further but there is little chance of another school in the area. Other possibilities include technical vocational institutions.</li> <li>• The Environment and Transport Committee is seeking to reduce the number of road closures and an inspectorate has been created to look at this.</li> <li>• The budget process for next year has started and savings will need to be found. There is a gap of £35million. Some savings have been identified and savings in discretionary and statutory services will be considered.</li> <li>• A major factor is unaccompanied asylum-seeking children. KCC has pressed central government for there to be a mandatory share of costs across the country.</li> <li>• KCC has expressed preference for a mayoral system for the county, which Cllr Holden does not support and would rather an accountable elected assembly, with a more enhanced role for parish councils.</li> <li>• Two schools in Kent were affected by the RAAC concerns. Surveys were completed and no remedial action is needed.</li> <li>• The Kent Plan Bee has won a national award.</li> <li>• Cllr Driver asked about pothole repair and the lack of response from Highways to HIP queries. Cllr Holden advised that extra money has been allocated to pothole repair again and that a schedule is being worked through. Due to more home working and a change in culture officers are harder to contact.</li> </ul> <p>Cllr Warne :</p> <ul style="list-style-type: none"> <li>• Following the examination of the Local Plan, officers are working hard to address the comments made and this will be brought to full council in December. It is important that the Local Plan is approved as there are no up-to-date policies for the borough and there is a risk of speculative applications. The 5-year housing land supply has been reduced.</li> <li>• At the Parish Chairs meeting NDPs were discussed and Cllr Warne and Charles Mackonochie, KALC Area Committee Chair, met with TW Head of Planning to discuss issues raised, including concerns that reference is often not made in officers' delegated reports. The Head of Planning advised that he will ensure NDPs are considered and referred to.</li> <li>• Cllr Thomas also highlighted the 3-day rule. When a Planning Officer is minded to make a decision contrary to the Parish Council's recommendation they should give the Parish Council an opportunity to discuss further. Cllr Warne will raise this.</li> <li>• Funding for projects will be available through the West Kent Rural Grant Scheme.</li> </ul> <p>Cllr Dawlings :</p> <ul style="list-style-type: none"> <li>• It was noted that Cranbrook and Sissinghurst supported the solar array application and all agreed that this was disappointing.</li> <li>• There is clearly a demand locally for more secondary education. Whilst there is no shortage of schools in the wider area there is a real shortage in the immediate area. However, parents did have a choice and did not choose the High Weald Academy.</li> </ul>	<b>NW</b>
5. REPORTS BY	Matters discussed at meetings attended covered elsewhere.	

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.*

CHAIR AND PARISH COUNCILLORS	
6. PLANNING	<p><u>a. Applications</u></p> <ul style="list-style-type: none"> <li>• <b>23/02618/FULL Redwood, Cranbrook Road.</b> Reconfiguration and alterations to dwelling including removal of linked garage, relocation and creation of all ground floor fenestration, first-floor extension to front and rear with standing seam roof with solar panels between seams, vertical extension to create second floor, rear facing dormers, vertical thermal wall cladding to exterior, and water harvesting, and erection of detached studio in the garden.</li> <li>❖ SITE CONSTRAINTS: 10 constraints including BNDP Parish Wide Policies</li> <li>❖ SITE HISTORY: 77/00068 Extension – approved.</li> <li>❖ LISTED BUILDINGS IN PROXIMITY: South Lodge, Benenden School Grade II; Benenden School Grounds listed as Grade II Historic Park and Garden - unaffected by proposal.</li> <li>❖ D&amp;A STATEMENT INFO: Page 18 onward of D&amp;A Statement refers to BNDP policies.</li> <li>❖ GENERAL COMMENTS: Comprehensive D&amp;A Statement which properly takes BNDP policies into account and complies with. Built in 1970s, property does not accommodate modern day living and proposal rectifies this together with sustainability provisions and renewable energy, water harvesting etc. External appearance of dwelling will add modernity to architecture of location.</li> <li>❖ PROPOSAL COMPLIES WITH: BNDP and Local Plan and National policies.</li> </ul> <p><b>The Parish Council unanimously agreed to support this application.</b></p> <ul style="list-style-type: none"> <li>• <b>23/02648/FULL Land To The West Of Beacon House, Rolvenden Road.</b> Reinstatement of vehicle access to field from Benenden Road (Part-Retrospective)</li> <li>❖ SITE CONSTRAINTS: 9 constraints including BNDP Policies.</li> <li>❖ LISTED BUILDINGS IN PROXIMITY: Beacon Windmill Grade II; Beacon Mill Cottage Grade II; The Beacon Grade II - All unaffected by proposal.</li> <li>❖ SITE HISTORY and APPLICATION INFORMATION : The historic field gate access was taken out of use in 2000 following appeal against TWBC’s refusal of application to create new access closer to Beacon House (where stable block is located). Inspector granted new access with condition that old access was permanently closed by planting of hedging. Applicant at the time argued that new access would be safer than existing access and Highways Manager agreed. Beacon House has been sold, with field to west retained by former owner of Beacon House, who continue to use the field to raise alpacas and two horses and have a mobile stable to house them. This application seeks to reopen the historic access in the corner of the field.</li> <li>❖ The gate has remained in position along with opening in hedge. Gate set back 9m from roadway. New gates have been installed and access cleared from rough grass to enable access via type 1 surfacing.</li> <li>❖ As the decision will be determined on basis of road safety, visibility splays, and technical matters about which BPC can’t comment, together with the condition of the appeal decision to permanently close the access, it would be inappropriate for BPC to either support or object. Decision should be left to LPA and KCC Highways. Applicant will have to satisfy and gain approval of Highway regulations.</li> </ul> <p><b>The Parish Council unanimously agreed to make no comment on this application.</b></p> <ul style="list-style-type: none"> <li>• <b>23/02681/FULL St Margarets Cottage, Goddards Green Road.</b> Change of use from school hall to single dwelling including works to roof at rear of property</li> <li>❖ Located between chapel and cottage near hospital, to convert existing three rooms of school hall to residential living room/kitchen, 2 beds, and bathroom.</li> <li>❖ SITE CONSTRAINTS: 14 constraints including BNDP Parish Wide Policies.</li> <li>❖ SITE HISTORY: 23/02542/PNEC Prior Notification for proposed change of use from Commercial, Business and Service (Use Class E) to 1 no. dwelling house (Use Class C3) - Withdrawn by Applicant.</li> <li>❖ LISTED BUILDINGS IN PROXIMITY: Nearest Listed Building Grade II is Lister Wing to rear of hospital - Not affected.</li> <li>❖ APPLICATION FORM INFO: No application form on website.</li> <li>❖ GENERAL COMMENTS: Only submitted details on website are location plan and drawing showing existing and proposed elevations, existing and proposed layout, and existing and proposed roof plan.</li> </ul> <p><b>The Parish Council unanimously agreed to support this application.</b></p>

- **23/02523/FULL Uphill, New Pond Road.** Erection of 22 no. dwellings with associated access works, tree works, landscaping and parking, following demolition of existing dwelling and outbuildings
  - ❖ SITE CONSTRAINTS: 13 site constraints inc. BNDP Parish Wide Policies and Benenden Site Specific Policies.
  - ❖ SITE HISTORY: Previous applications irrelevant as buildings will be demolished. Allocated site SSP2 in BNDP.
  - ❖ LISTED BUILDINGS IN PROXIMITY: Many Listed buildings in nearby Conservation Area of the Street but Hortons Close and two pairs of semis between subject land, Listed Buildings and Conservation Area.
  - ❖ D&A OR PLANNING STATEMENT INFO:
    - Shows external materials to be used and which materials to be used on which elevations.
    - Air source heat pumps in all houses and heat pump hot water cylinders to all apartments. Photovoltaic panels on roof of some units.
    - Green roof on apartment block and bike sheds. Retained woodland to front of site either side of access road fronting New Pond Road. Retained woodland to SE corner of site.
    - Checks made with the National Design Policy and the HWAONB Design Guide.
    - Refer to colour site layout plan - car parking spaces - BNDP Policy BD6.
    - Planning Statement: comprehensively applies policies of BNDP and SSP2.
    - Housing mix : Apartment block: 4 x 2 bed affordable, 5 x 1 bed affordable; Houses: 3 x 4 bed, 6 x 3 bed, 4 x 2 bed. 22 units in total. Exceeds the SSP for site by 1 unit. Acceptable because scheme responds to greatest level of need identified for smaller units.
- The Parish Council unanimously agreed to support this application** with request for lighting conditions to comply with BNDP Policy BD5, confirmation of the installation of swift bricks and consideration to visitor parking spaces and made the following comments:
- BPC is pleased to note that the applicant has closely considered BNDP policies throughout the submission, and very much welcomed the consultation and discussions that the developer and landowners held with the parish council prior to submission of this application. The architect and design team are commended for their thoughtful scheme layout, noting especially the spaciousness that has been created out of challenging site constraints.
  - BPC notes that BNDP SSP2 Policy 1 sets out a required residential development of 18-20 C3 dwellings, and the application proposes 22 no. dwellings (21 net). BPC understands and accepts these numbers, noting that this will provide 9 no. affordable homes and that the scheme will contribute to the Borough's housing land supply at a time of acknowledged deficit.
  - BPC welcomes the compliance with SSP2 (9). **The provision of a pedestrian footway from the site entrance...to the junction of New Pond Road and the B2086).** BPC will be happy to work with KCC Highways and the applicant to achieve this requirement.
  - BPC notes that some car parking arrangements are contrary to BNDP Policy BD6. The site includes plenty of green space and development will not be dominated by parked cars. 6 visitor spaces are provided. Plots 17-20, and Plots 21 & 22 tandem in front of car barn; Plots 10-12 tandem with no car barn, Plot 13 side by side, Plots 14-16 side by side plus car barns. There should be 7 no. visitor spaces, and the apartment block should ideally have one more space which could be accommodated if the footpath to the flats is adjusted slightly.
  - It is unclear why an example of a low-level street bollard is included in the application. No street lighting is acceptable by BPC.
  - With regard to the contributions required as set out in the BNDP SSP2 i); ii) and iii) BPC comment as follows:
- Contributions to:**
- **Works to the junction between New Pond Road and B2086** – BPC understands that KCC Highways has commented on safety issues thus *“It is noted that two incidents have occurred during this period at the B2086/New Pond Road/Iden Green Road junction. Both classified as slight incidents and it were cited as the fault of the drivers and not due to highway arrangement. Therefore, it can be considered there is not a current history of safety issues at the proposed access or within the local vicinity.”* BPC is disappointed that KCC Highways is not using this application as an opportunity to address BPC safety concerns at this junction.

- **The designation of a 30mph speed limit along New Pond Road to the north of the site** – this has been addressed, and the KCC Highways comments are welcomed by BPC on this. *“Consideration of this proposal has been given and the principle is accepted as logical and sound”.*
- **Contribution towards children’s play areas within the parish** – currently Benenden is in the enviable position of having recently installed two new play areas at Iden Green Recreation Ground and Benenden Recreation Ground, and BPC are currently under discussion with developers regarding provision of a new play area at East End.
- BPC also notes that provision has been made within the proposal for Uphill for a recreation space within the retained woodland area, and welcomes this proposal.
- BPC would, however, highlight that the proposal of housing mix within this development includes the provision of 9 no. apartments (acceptable because the scheme responds to the greatest level of need identified for smaller units).
- With this in mind BPC requests a contribution of £5,000 from the developer towards the new Thoburn Allotments Society in Benenden, recently created to manage and maintain new created allotments in Walkhurst Road, as set out in BNDP paragraph 1.7.1 - *The local community have expressed a strong interest in shared green amenities, having lost its allotments over 40 years ago to new developments at the time. Research suggests that the tending of allotments have many beneficial effects on people’s health and wellbeing and provides an additional connection with the outdoors and nature. Opportunities should be sought to provide these facilities in conjunction with new developments (see BNDP Landscape and Environment Project 2).*

**b. Other Planning Matters**

**i. Benenden Hospital Site Development – Esquire Developments**

Cllrs Beveridge, Grant and Thomas met remotely with TWBC Planning Officer and Conservation officer on 25<sup>th</sup> September to discuss Garland Crescent design options.

Cllrs Beveridge, Grant and Thomas met with representatives from Esquire and TWBC on 9<sup>th</sup> October

- Esquire had produced some plans for various roof options for the Garland Crescent and it was agreed that the mansard roof option was the preferred option. The Conservation Officer has yet to comment.
- Small design changes on houses next to bite - slightly bigger houses to be included, with reference to detailing of existing balcony details on the Garland Wing.
- Use of pavilion on cricket pitch area. Esquire has a planning obligation under NDP policies to provide community space. The Hospital Society is willing to let BPC lease the pavilion at a peppercorn rent, on a repairing lease, over 25 years. BPC rejected this. The building is very dilapidated, too small as it is and would cost too much money to refurbish. As part of its application BPC has requested that Esquire ~~to~~ provide a fit for purpose facility, and that this forms part of their planning application when submitted to TWBC. Esquire are considering this.
- It was agreed that Esquire would contact the primary school in order to ascertain their requirements regarding the provision of a mini-bus, also a planning obligation in the BNDP.

**ii. Cranden Diamonds**

- Concerns had been raised by a number of parishioners regarding an access which Cranden Diamonds has created on the dangerous corner of Babbs Lane and Cranbrook Road. There are poor sight lines. Some trees have been felled, mature hedgerow removed, double gates and a substantial driveway and hard-standing installed.
- Parishioners requested that the opening be closed permanently and that the screening and hedgerow which has been removed is restored, and that BPC monitors the approved planting and screening programme.
- The planning application 19/03536/FULL for a research and development building was objected to by BPC, refused by TWBC, and granted on appeal. It set out that access to the site would be

	<p>gained via the existing vehicular access off Cranbrook Road and there is no condition in the decision notice which allows for a temporary entrance.</p> <ul style="list-style-type: none"> <li>• The Planning Group advised that the submitted Landscape Appraisal Study shows photos of the site towards the junction of Babbs Lane and the Cranbrook Road as well screened and with no visibility into the site itself. This has now changed completely.</li> <li>• The Parish Council unanimously agreed to report the matter to TWBC Enforcement as a breach of planning consent, and encouraged those who have raised the subject with BPC to also report it to enforcement.</li> </ul> <p>iii. Local Authority Planning Exemption  BPC noted the following : <b>SI 2015 No.596 Town and Country Planning, England The Town and Country Planning (General Permitted Development) (England) Order 2015</b> PART 12 Development by local authorities <i>Class A</i>  Permitted development  A. The erection or construction and the maintenance, improvement or other alteration by a local authority or by an urban development corporation of— (a) any small ancillary building, works or equipment on land belonging to or maintained by them required for the purposes of any function exercised by them on that land otherwise than as statutory undertakers; (b) lamp standards, information kiosks, passenger shelters, public shelters and seats, telephone boxes, fire alarms, public drinking fountains, horse troughs, refuse bins or baskets, barriers for the control of people waiting to enter public service vehicles, electric vehicle charging points and any associated infrastructure, and similar structures or works required in connection with the operation of any public service administered by them.  Interpretation of Class A  A.1 For the purposes of Class A, “urban development corporation” has the same meaning as in Part 16 of the Local Government, Planning and Land Act 1980 (urban development)(a).  A.2 The reference in Class A to any small ancillary building, works or equipment is a reference to any ancillary building, works or equipment not exceeding 4 metres in height or 200 cubic metres in capacity.  <i>Class B</i> Permitted development — refers to the deposit of waste material and is not relevant to the BPC. Note that Part 12 only consists of these two Classes.  Interpretation of Part 12  C. For the purposes of Part 12, “local authority” includes a parish council.  END of extract for Part 12.  For BPC purposes Part 12 Class A applies to:  1. The Benenden Allotment Site (Thoburn Allotments) in that buildings/sheds, etc. can be erected without planning consent. Separately, the agricultural use of the land also gives us ‘licence’ to create the access to the site without planning consent.  2. The public toilet located next door to BVH can be altered and improved without planning consent.</p> <p>iv. Planning Breach  Concerns have been raised regarding the removal of a hedge at a residential property to create a driveway and access across the pavement, and the Parish Council unanimously agreed to report this to TWBC Enforcement.</p>	
7. HIGHWAYS, FOOTPATHS & TRANSPORT	<p><u>a. Highways Improvement Plan</u></p> <ul style="list-style-type: none"> <li>• Cllr Driver had contacted Cllr Holden with a request to help progress the HIP. No response had been received. Cllr Driver to forward to Cllr Holden again.</li> </ul> <p><u>b. Road Signs</u></p> <ul style="list-style-type: none"> <li>• A parishioner had asked if the dilapidated wooden sign finger post sign at the end of Babbs Lane could be renewed. This is on BPC’s fuller HIP as in need of replacement, but is not ranked as a priority as the Parish Council is limited to one or two items a year. If a replacement is requested it will almost certainly be a modern metal replacement.</li> </ul> <p><u>c. Salt Bins</u></p> <ul style="list-style-type: none"> <li>• Highways is still responsible for refilling existing salt bins, and they do this as they are reported empty to them. Parishioners are encouraged to report those which need replenishing.</li> </ul>	

	<p><u>d. Footpath Sign</u></p> <ul style="list-style-type: none"> <li>A parishioner advised earlier in the year that since the new school was built there is no longer a footpath sign for the footpath across Beacon Field. Cllr Driver reported this to KCC and has now been informed that some time within the next 10 weeks a new sign will be erected.</li> </ul>																																																																																																																																																																								
8. RESOURCING/ FINANCE	<p><u>a. Monthly Finance</u></p> <p>TRANSACTIONS FROM 1st September 2023</p> <table border="0"> <tr> <td>Brought forward</td> <td></td> <td></td> <td style="text-align: right;"><b>90488.13</b></td> </tr> <tr> <td>Income</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Payee</td> <td>Reference</td> <td>Amount</td> </tr> <tr> <td></td> <td>B&amp;IG WI</td> <td>Copying</td> <td style="text-align: right;">3.60</td> </tr> <tr> <td></td> <td>Jazz and Blues</td> <td>Fundraising</td> <td style="text-align: right;">1582.00</td> </tr> <tr> <td></td> <td>TWBC</td> <td>Precept</td> <td style="text-align: right;">23000.00</td> </tr> <tr> <td>TOTAL</td> <td></td> <td></td> <td style="text-align: right;"><b>24585.60</b></td> </tr> <tr> <td>Expenditure</td> <td></td> <td></td> <td></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 style="text-align: right;">77.81</td> </tr> <tr> <td>DD</td> <td>Corporate Finance</td> <td>Printer/Copier</td> <td style="text-align: right;">178.80</td> </tr> <tr> <td></td> <td>Unity Trust Bank</td> <td>Quarterly Fee</td> <td style="text-align: right;">18.00</td> </tr> <tr> <td>BACS</td> <td>Employee</td> <td>Staffing Costs</td> <td style="text-align: right;">1040.42</td> </tr> <tr> <td>BACS</td> <td>o2</td> <td>Telephone</td> <td style="text-align: right;">31.56</td> </tr> <tr> <td>BACS</td> <td>Post Office</td> <td>Postage</td> <td style="text-align: right;">1.85</td> </tr> <tr> <td>BACS</td> <td>Tompsett Landscaping</td> <td>Grounds Maintenance</td> <td style="text-align: right;">297.31</td> </tr> <tr> <td>BACS</td> <td>Anthony Hicks</td> <td>Wells Restoration</td> <td style="text-align: right;">6204.72</td> </tr> <tr> <td>BACS</td> <td>Iden Green Pavilion</td> <td>Jazz&amp;Blues Event</td> <td style="text-align: right;">60.00</td> </tr> <tr> <td>BACS</td> <td>EDF</td> <td>Public Toilets</td> <td style="text-align: right;">41.20</td> </tr> <tr> <td>BACS</td> <td>ACT Landservices</td> <td>Meadow Mowing</td> <td style="text-align: right;">300.00</td> </tr> <tr> <td>BACS</td> <td>N Tolhurst</td> <td>Allotment Meeting</td> <td style="text-align: right;">22.50</td> </tr> <tr> <td>BACS</td> <td>C Heath/SEWater</td> <td>Allotments</td> <td style="text-align: right;">91.00</td> </tr> <tr> <td>BACS</td> <td>Phil Robins</td> <td>Phone Kiosk</td> <td style="text-align: right;">589.33</td> </tr> <tr> <td>TOTAL</td> <td></td> <td></td> <td style="text-align: right;"><b>8954.50</b></td> </tr> <tr> <td></td> <td>Reconciled with bank statement 085 30th September 2023</td> <td></td> <td style="text-align: right;"><b>106119.23</b></td> </tr> <tr> <td></td> <td>Approved October Payments :</td> <td></td> <td></td> </tr> <tr> <td>DD</td> <td>Nest</td> <td>Pension</td> <td style="text-align: right;">77.81</td> </tr> <tr> <td>BACS</td> <td>Employee</td> <td>Staffing Costs</td> <td style="text-align: right;">1040.42</td> </tr> <tr> <td>BACS</td> <td>o2</td> <td>Telephone</td> <td style="text-align: right;">31.56</td> </tr> <tr> <td>BACS</td> <td>Tompsett Landscaping</td> <td>Grounds Maintenance</td> <td style="text-align: right;">297.31</td> </tr> <tr> <td>BACS</td> <td>Anthony Hicks</td> <td>Wells Restoration</td> <td style="text-align: right;">1536.00</td> </tr> <tr> <td>BACS</td> <td>EDF</td> <td>Public Toilets</td> <td style="text-align: right;">106.14</td> </tr> <tr> <td>BACS</td> <td>M C Contracting</td> <td>Allotment Grass/Hedges</td> <td style="text-align: right;">375.60</td> </tr> <tr> <td>BACS</td> <td>Mazars</td> <td>Auditor</td> <td style="text-align: right;">378.00</td> </tr> <tr> <td>BACS</td> <td>Everything Outside</td> <td>Allotment Access</td> <td style="text-align: right;">3240.00</td> </tr> <tr> <td></td> <td></td> <td>Q2 Employer</td> <td></td> </tr> <tr> <td>BACS</td> <td>HMRC</td> <td>Contributions</td> <td style="text-align: right;">226.20</td> </tr> <tr> <td>BACS</td> <td>Memorial Hall</td> <td>Meeting Hire</td> <td style="text-align: right;">31.50</td> </tr> <tr> <td>BACS</td> <td>TP Jones</td> <td>Payroll Q2</td> <td style="text-align: right;">63.40</td> </tr> <tr> <td>TOTAL</td> <td></td> <td></td> <td style="text-align: right;"><b>7403.94</b></td> </tr> <tr> <td></td> <td><u>b. External Audit</u></td> <td></td> <td></td> </tr> <tr> <td></td> <td> <ul style="list-style-type: none"> <li>The external auditor has completed their review and advises “in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that</li> </ul> </td> <td></td> <td></td> </tr> </table>	Brought forward			<b>90488.13</b>	Income					Payee	Reference	Amount		B&IG WI	Copying	3.60		Jazz and Blues	Fundraising	1582.00		TWBC	Precept	23000.00	TOTAL			<b>24585.60</b>	Expenditure					Supplier	Reference	Amount	DD	Nest	Pension	77.81	DD	Corporate Finance	Printer/Copier	178.80		Unity Trust Bank	Quarterly Fee	18.00	BACS	Employee	Staffing Costs	1040.42	BACS	o2	Telephone	31.56	BACS	Post Office	Postage	1.85	BACS	Tompsett Landscaping	Grounds Maintenance	297.31	BACS	Anthony Hicks	Wells Restoration	6204.72	BACS	Iden Green Pavilion	Jazz&Blues Event	60.00	BACS	EDF	Public Toilets	41.20	BACS	ACT Landservices	Meadow Mowing	300.00	BACS	N Tolhurst	Allotment Meeting	22.50	BACS	C Heath/SEWater	Allotments	91.00	BACS	Phil Robins	Phone Kiosk	589.33	TOTAL			<b>8954.50</b>		Reconciled with bank statement 085 30th September 2023		<b>106119.23</b>		Approved October Payments :			DD	Nest	Pension	77.81	BACS	Employee	Staffing Costs	1040.42	BACS	o2	Telephone	31.56	BACS	Tompsett Landscaping	Grounds Maintenance	297.31	BACS	Anthony Hicks	Wells Restoration	1536.00	BACS	EDF	Public Toilets	106.14	BACS	M C Contracting	Allotment Grass/Hedges	375.60	BACS	Mazars	Auditor	378.00	BACS	Everything Outside	Allotment Access	3240.00			Q2 Employer		BACS	HMRC	Contributions	226.20	BACS	Memorial Hall	Meeting Hire	31.50	BACS	TP Jones	Payroll Q2	63.40	TOTAL			<b>7403.94</b>		<u>b. 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BACS	Everything Outside	Allotment Access	3240.00																																																																																																																																																																						
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	<u>b. External Audit</u>																																																																																																																																																																								
	<ul style="list-style-type: none"> <li>The external auditor has completed their review and advises “in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that</li> </ul>																																																																																																																																																																								

	<p>relevant legislation and regulatory requirements have not been met”.</p> <p><u>c. Finance Committee Meeting</u></p> <ul style="list-style-type: none"> <li>• The estimated year-end bank account balance is in excess of £60,000, taking account of the public toilet and Iden Green Well projects.</li> <li>• The Finance Committee will meet on 27<sup>th</sup> November to consider BPC’s financial position and budget and precept for 2024/25.</li> </ul>	
9. ENVIRONMENT & MAINTENANCE	<p><u>a. Beacon Field Wildflower Meadow</u></p> <ul style="list-style-type: none"> <li>• The Clerk has chased KCC Estates again regarding the Lease Agreement and the financial contribution from KCC. This has now been outstanding since the beginning of the year.</li> <li>• The Clerk was advised in June that this has been raised with senior colleagues and an update was expected within a fortnight. The Officer has now asked for an urgent meeting to discuss this but an expected update has not been provided.</li> </ul> <p><u>b. Parish Wells</u></p> <ul style="list-style-type: none"> <li>• Anthony Hicks has advised that they are still awaiting a date regarding the tiles on the front face of Benenden Well to match the existing and apologise that these appear difficult to source.</li> <li>• The Clerk has asked about a start date for work on Iden Green Well, but this has not been confirmed yet.</li> <li>• BPC has not been invited to submit an application form for Sussex Lund funding as the project is only to restore a Listed Building. As there are no proposals within the project that include regeneration and creation of biodiversity/new habitat, the AONB Unit would not recommend an application to the Panel.</li> <li>• The Clerk has ordered a new fundraising banner following the disappearance of the existing banner.</li> </ul> <p><u>c. Village Asset/Maintenance Report</u></p> <ul style="list-style-type: none"> <li>• Through the Village Hall, Hemsted Park will be sponsoring a new noticeboard to be placed on the verge at the front of the Village Hall. This will be for advertising community events etc.</li> <li>• The Clerk has asked Chris Heath for a quote to refurbish (rub down, varnish, replace boards) the parish noticeboard on the wall by the Community Office and will ask him to look at the Iden Green noticeboard as well.</li> <li>• It was agreed that the flagpole on the Green should be removed until it is repaired. Cllr Hagan to liaise with Robin Dalton-Holmes.</li> </ul> <p><u>d. Village Tidy</u></p> <ul style="list-style-type: none"> <li>• The Autumn Village Tidy will take place on 18<sup>th</sup> November. Cllr Cochrane to lead, the Clerk to make arrangements.</li> </ul>	<p>CL</p> <p>GH</p> <p>SC</p> <p>CL</p>
10. VILLAGE ORGANISATIONS/ COMMUNITY	<p><u>a. Allotments</u></p> <p>Report from Benenden Allotment Association :</p> <ul style="list-style-type: none"> <li>• <b>Key Milestones:</b> <ul style="list-style-type: none"> <li>❖ Tenancy Agreement for Allotment Association, and for allotmentees, Allotment Association Constitution paperwork agreed and signed off.</li> <li>❖ Bank Account set up. Grant application from BPC to TWBC submitted and £3500 awarded.</li> <li>❖ Access to the field has been created.</li> <li>❖ Field has now been mown, arisings baled and being offered for free if collected. Note hay contains thistles &amp; all sorts – sheep / cows / bedding rather than top quality horse fodder.</li> <li>❖ Hedges have been tidied.</li> <li>❖ Prospects invited to formally join the Allotment Association, and first full meeting of members planned for 22 October. Decisions will include Committee membership, AGM date, and start date.</li> </ul> </li> <li>• <b>Next steps:</b> <ul style="list-style-type: none"> <li>❖ Cllrs Beveridge and Grant to mark out plots.</li> <li>❖ Potentially hire turf cutter and rotavator to enable those that want to strip off turf before creating beds.</li> <li>❖ Commission SE Water to install water from mains to a stand-pipe (£1,300). Volunteers, or a contractor (£1,900) to install 3 standpipes on site for allotmentees.</li> <li>❖ Boundary fence at bottom of field is not secure. Likely to hire kit and have team of volunteers to install stock-proof fencing.</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>❖ Anticipate start date for proper growing = 1 November.</li> <li>● <b>Parish Engagement:</b></li> <li>❖ Initial expressions of interest were 21, now confirmed 15 applications for plots. Further communication to encourage take-up once up and running.</li> <li>● <b>Finances:</b></li> <li>❖ Access arranged and paid for by BPC (£2,890) from the grant funds from TWBC</li> <li>❖ Mowing and hedge-trimming (£375) paid for through BPC from TWBC grant.</li> <li>❖ Further grant application underway from KCC (Cllr Holden Combined Member grant) for water/boundary fence/turf-cutter and rotavator hire.</li> </ul> <p><b>b. Public Toilets</b></p> <ul style="list-style-type: none"> <li>● As agreed the contract was awarded to London County Contracts, and it is hoped that work will start at the beginning of December and completed before the end of the year.</li> <li>● Cllr Thomas shared details of the proposal with BVT, which is fully supportive.</li> <li>● BPC will apply for lottery grant funding.</li> <li>● The Clerk to approach Tenterden Twilight about cleaning.</li> </ul>	<b>CL</b>
11. CORRESPONDENCE/ PARISHIONERS' QUESTIONS	<ul style="list-style-type: none"> <li>● Cllr Lewis asked if BPC would consider a contribution to the power to the defibrillator at the Congregational Church. Cllr Lewis to look at previous costs and propose an amount.</li> <li>● Cllr Hagan advised that the Church Clock Committee had not yet met.</li> </ul>	<b>JL</b>
DATE OF NEXT MEETING	Date of Next Meeting: Monday 20 <sup>th</sup> November 2023, 7pm, Quinlan Centre	
	The meeting closed at 9.05 pm.	

C Levett, Clerk to Benenden Parish Councillor, 16<sup>th</sup> October 2023