

PARISH COUNCIL OF BENENDEN

Minutes of the Ordinary Meeting of the Parish Council held on Monday 16th October 2017
Memorial Hall, 7:30pm

Present	Cllrs Barker, Cruse, Davies, Lewis, Henning, Kemp, Skeet and Thomas
In Attendance	Cllr Holden; C Levett, Clerk

Item		Action Responsibility
1. APOLOGIES	Apologies were received from Cllr Reynolds.	
2. DECLARATION OF INTERESTS	No declarations of interest.	
3. MINUTES OF PREVIOUS MEETING	The Parish Council minutes from the meeting held on 18th September 2017 were unanimously approved as a correct record of the meeting and signed by the Chairman.	
4. MATTERS ARISING AND OUTSTANDING ITEMS	<p>(i) Bonfire Night 4th November. Cllr Davies had met with Grant Matthews who advised that anyone attending is being encouraged to car share or walk. The Parish Council agreed that the Bonfire team must ensure that one side of the street is kept free of cars with the use of cones. Cllr Davies to speak again to Grant Matthews.</p> <p>(ii) Village Clean Up. The Clerk has arranged this with TWBC for 18th November with TWBC.</p> <p>(iii) Bottle Banks. Although not a problem for some time, there have been recent issues with the bottle banks. The Parish Council unanimously agreed to the addition of an extra bin, as suggested by TWBC, for a trial period.</p>	PD
5. REPORTS BY COUNTY AND BOROUGH COUNCILLORS	<p>Cllr Holden reported the following :</p> <ul style="list-style-type: none"> • Continued support with school bus issues. • KCC budget process. Government grants will be reduced further and additional money needs to be found. Discretionary services may be curtailed. The Parish Council is urged to respond to the consultation. • Joint Transportation Board. Working with KALC on a campaign to ban HGVs on rural and town roads. Working with hauliers in other parts of the country has been successful. KCC is also trying to clamp down on overnight HGV parking. • Cllr Thomas asked if traffic calming measures could be considered alongside the new school development. Cllr Holden to investigate, and advised that TWBC is discussing 20mph limits outside schools. • The Borough Council is coming towards the end of the developed design stage for the proposal to build a new theatre and civic centre in Tunbridge Wells, which will be considered at the Full Council meeting on 6th December. Cllr Davies advised that Parish Chairmen have been invited to a special meeting on 20th November to hear from the Leader of the Borough Council regarding this. This is the same evening as the next Parish Council meeting. Cllr Thomas offered to attend. 	SH NT
6. NEIGHBOURHOOD DEVELOPMENT PLAN	<p>Meetings took place on 30th September and 12th October. Members of the community willing to be involved have come forward and a list of names to form the Steering Committee is being drawn up. A village meeting takes place on 28th October and means of advertising were agreed.</p> <p>The Parish Council resolved to set up a Steering Group to facilitate the NDP process. This was proposed by Cllr Thomas, seconded by Cllr Lewis, and unanimously agreed.</p>	

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.

	It was agreed that Clerk would be paid any additional hours separately for any work undertaken with regards to the NDP.																									
7. PARISH WORKS AND GENERAL MAINTENANCE	<p>It was noted that the gate to the children's play area in Iden Green is still outstanding, and a number of footpaths and hedges still require attention.</p> <p>Parish Councillors agreed that the concept of a Lengthsman is a good one but questioned if it is working as hoped. Cllr Davies to speak to Terry Baldwin.</p>																									
8. REPORTS CHAIRMAN AND PARISH COUNCIL REPRESENTATIVES	<p>(i) KALC Area: The meeting scheduled for 4th October was cancelled.</p> <p>(ii) Parish Chairmen's Group: Special meeting 20th November. Cllr Thomas to attend.</p> <p>(iii) Public Transport Forum : next meeting 9th November.</p>																									
9. PLANNING & TRANSPORTATION MATTERS	<p>(i) Planning Applications</p> <p>The recommendations regarding current applications from the Planning and Transportation Committee were unanimously approved.</p> <p>Other planning and highways matters were covered elsewhere on the agenda and in discussion.</p>																									
10. RESOURCING	<p>(i) Resourcing Committee</p> <p>The new committee had met and Cllr Skeet appointed as Chairman. The Terms of Reference have been updated and will be agreed at the next committee meeting. The Committee will be considering the budget for the next financial year.</p> <p>(ii) Monthly Finance</p> <p>The Parish Council ratified and approved the October 2017 payments list.</p> <p><u>Agreed October payments :</u></p> <table border="1"> <tr> <td>102294</td> <td>C Levett - Clerk's Wages</td> <td>945.38</td> </tr> <tr> <td>102295</td> <td>HMRC - Employer's Tax and NI Contributions</td> <td>255.93</td> </tr> <tr> <td>102296</td> <td>TP Jones & Co LLP – Payroll</td> <td>57.60</td> </tr> <tr> <td>102297</td> <td>PKF Littlejohn LLP – Audit</td> <td>360.00</td> </tr> <tr> <td>102298</td> <td>Jim Boot – NDP</td> <td>390.00</td> </tr> <tr> <td>102299</td> <td>Benenden Village Hall - NDP meeting</td> <td>36.00</td> </tr> <tr> <td>102300</td> <td>M Patrick - War Memorial</td> <td>25.00</td> </tr> <tr> <td>102301</td> <td>Tenterden Twilight Commercial Cleaning - Public Toilets</td> <td>410.00</td> </tr> </table> <p>TOTAL 2479.91</p> <p>(iii) Street Cruiser</p> <p>Following concerns previously expressed Cllr Davies had spoken to Grant Matthews but no proposal has been received. It was agreed that the Parish Council needs facts and figures regarding attendance and feedback. Cllr Davies to pursue with Grant Matthews.</p> <p>Cllr Barker suggested that a new Youth Liaison person in the village is required and will produce an article for the December Parish Magazine.</p>	102294	C Levett - Clerk's Wages	945.38	102295	HMRC - Employer's Tax and NI Contributions	255.93	102296	TP Jones & Co LLP – Payroll	57.60	102297	PKF Littlejohn LLP – Audit	360.00	102298	Jim Boot – NDP	390.00	102299	Benenden Village Hall - NDP meeting	36.00	102300	M Patrick - War Memorial	25.00	102301	Tenterden Twilight Commercial Cleaning - Public Toilets	410.00	<p>PD</p> <p>KB</p>
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	(iv) Grant Request from BCEPS PTA	
	A grant request from the Friends of Benenden Primary School to assist in furnishing a Forest School project for a total of £2,118.08. The Parish Council requested further information in order to consider this application.	CL
12. CORRESPONDENCE	No items.	
13. PARISHIONERS' QUESTIONS	None.	
14. ITEMS FOR FUTURE CONSIDERATION	The Community Affairs and Local Environment Committee meets on Wednesday 18 th to set its Terms of Reference. The Committee comprises Cllrs Barker, Cruse, Lewis and Davies.	
15. DATE OF NEXT MEETING	Ordinary meeting of the Parish Council Monday 20 th November 2017, 7:30pm, at Iden Green Pavilion. A presentation to by Kent Fire and Rescue Services on local provisions in rural areas will take place at 7:30pm before the start of the meeting.	
	The meeting closed at 8:40pm	