

PARISH COUNCIL OF BENENDEN

Minutes of the Ordinary Meeting of the Parish Council held on Monday 18th June 2018, Memorial Hall, 7pm

Present	Cllrs Beveridge, Cruse, Lewis and Thomas
In Attendance	Cllr Dawlings; C Levett, Clerk; 1 parishioner

Item		Action Responsibility
1. APOLOGIES	Apologies were received and accepted from Cllrs Kemp and Skeet and Cllr Hall.	
2. DECLARATION OF INTERESTS	No declarations of interest.	
3. MINUTES OF PREVIOUS MEETING	The Parish Council minutes from the meeting held on 21 st May 2018 were unanimously approved as a correct record of the meeting and signed by the Chairman.	
4. DRAFT MINUTES OF ANNUAL ASSEMBLY	Draft minutes of the Annual Assembly held on 21 st May had been circulated, and a correction in the Apologies noted.	
5. MATTERS ARISING AND OUTSTANDING ITEMS	<p>a. Peter Davies Commemoration Cllr Kemp was to investigate if planning permission is required for the erection of a flagpole at Iden Green. The Clerk to chase.</p> <p>b. The Great War Centenary Commemorations Cllr Lewis reported that the Royal British Legion has its Remembrance Day plans in place. Gordon Reynolds will arrange for the beacon to be straightened and lit, and he will liaise with the school building contractors. Peter Ellis has advised that it is unclear when and where "Oh What A Lovely War" will be screened. David Commander is agreeable for this to take place in the Church. The Players will be putting on a Review on the evening of Saturday 10th November, which will be a ticketed show at the Village Hall. Discussions are taking place as to whether there will be a Service of Commemoration on 11th at 5:30pm. The beacon will be lit at 7pm followed by a peal of bells at 7:05pm. Cllr Thomas advised that the RBL will be purchasing soldier silhouettes and has asked permission to place a silhouette on either the flagpole on the Green or on the War Memorial. The Parish Council agreed to leave this decision with the RBL, and is happy to support either.</p> <p>c. Parish Councillor Email Addresses Cllr Beveridge advised that he has set up his email address, and is happy to assist others.</p>	<p>LK CL</p>
6. REPORTS BY COUNTY AND BOROUGH COUNCILLORS	<p>Cllr Dawlings reported the following :</p> <ul style="list-style-type: none"> • The Benenden NDP is taking up a lot of time and Paul Tolhurst is doing a fantastic job leading on it. • There is expected £½ billion inward investment in Tunbridge Wells in the next four years. • There are positive signs regarding the revenue stream expected from the new Theatre. • The contractors, Mace, for the new civic development centre have been appointed and will be looking at the design and costing of the project. • Five contractors have bid for the new refuse collection contract. This will be more expensive than previously. Cllr Dawlings remains opposed to the new green waste charge, and this will go to a Members vote. <p>Cllr Thomas thanked Cllr Dawlings for his input into the NDP.</p>	
7. PARISH COUNCILLOR	The following responsibilities were agreed :	

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.

RESPONSIBILITIES	<ul style="list-style-type: none"> • IT/Communication – Cllr Cruse. • Youth – Cllr Cruse (StreetCruiser monitoring and liaison) • Resourcing – Cllrs Beveridge, Kemp, Thomas, Skeet • Neighbourhood Plan – Cllr Thomas. Steering Group member Cllrs Beveridge, Lewis and Skeet • Footpaths – Mr J Hyde • Gibbon and Buckland – Cllr Lewis • Kent Association of Local Councils – rota • Parish Chairmen’s Group – Cllrs Thomas and Lewis • Playground representative to work with BVT – Cllrs Lewis and Thomas • War commemoration committee – Cllr Lewis 	
8. NEIGHBOURHOOD DEVELOPMENT PLAN	<p>An update from Paul Tolhurst, Steering Group Chair, had been circulated.</p> <p>Cllr Thomas felt the NDP is being directed by TWBC a little too much at present, but it is hoped this will become much clearer following a day-long workshop with them.</p>	
9. PLAYGROUND	<p>Benenden Village Trust has agreed to the development of a new playground at the Recreation Ground, and has requested joint working with the Parish Council on the project.</p> <p>A detailed application had been received from Play Benenden (as part of BVT) for a grant of £5,000.</p> <p>Cllr Thomas proposed that this was agreed. This was seconded by Cllr Beveridge and unanimously agreed by the Parish Council.</p> <p>The Resourcing Committee will consider further ideas and suggestions to raise money for this project.</p>	
10. PARISH WORKS AND GENERAL MAINTENANCE	<p>Cllrs Beveridge and Cruse to draw up a list of required works, including bus shelter and telephone box cleaning and the cutting back of foliage. Cllrs Beveridge and Cruse will discuss and manage this list with Terry Baldwin.</p>	GB/RC
11. REPORTS BY CHAIR AND PARISH COUNCIL REPRESENTATIVES	<p>KALC Area Meeting : Cllr Thomas attended the meeting on 23rd May and highlighted the following:</p> <ul style="list-style-type: none"> • There is a Parish Reserve Fund and it has been suggested that this is used to support parishes with paperless planning. • Parishes provide NDP updates. Hawkhurst has 15 policies in place. • Speldhurst has paid for its own traffic calming measures reducing areas to 20mph. This has taken 3 years and cost £18,000. • The onus is now placed on parishes to advise KCC of winter salt requirements. • The High Weald AONB is in favour of ribbon development to other development. <p>Cllr Thomas to attend meeting on 4th September in Rusthall. Cllr Lewis to attend meeting on 27th November.</p> <p>Parish Chairmen’s Group : Cllr Thomas attended the meeting. Cllr Dawlings provided a talk on the Overview and Scrutiny Committee.</p>	
10. PLANNING & TRANSPORTATION	<p>Planning Applications</p> <p>18 01453 FULL – Cranden Diamonds Cranbrook Road – Erection of a first floor office extension. The Parish Council unanimously agreed to support this application.</p> <p>18 01632 FULL – Havering House Walkhurst Road – Proposed rear extension with alterations to existing dwelling including improvements to the external appearance and replacement garage. Cllrs Beveridge and Thomas had visited the site. The application is more modest than the previous application. The Parish Council unanimously agreed to support this application, but would prefer to see clay</p>	

	rather than slate roof tiles.																																								
13. RESOURCING	<p>(i) Parish Council Monthly Finance</p> <p>The Parish Council Financial Transaction Report for May was circulated and agreed and the Parish Council ratified and approved the June 2018 payments list.</p> <p><u>Agreed June cheque payments :</u></p> <table border="1"> <tr> <td>102387</td> <td>C Levett – Clerk’s Wages</td> <td>953.82</td> </tr> <tr> <td>102388</td> <td>Tenterden Twilight Commercial Cleaning – Public Toilets</td> <td>328.00</td> </tr> <tr> <td>102389</td> <td>C Levett – Postage and Stationery</td> <td>10.75</td> </tr> <tr> <td>102390</td> <td>M Patrick – War Memorial</td> <td>50.00</td> </tr> <tr> <td>102391</td> <td>Iden Green Pavilion – Meeting Hire</td> <td>14.00</td> </tr> <tr> <td>102392</td> <td>Memorial Hall – Meeting Hire NDP £82.50 PC £30</td> <td>112.50</td> </tr> <tr> <td>102393</td> <td>Benenden Village Hall – NDP Meeting</td> <td>54.00</td> </tr> <tr> <td>102394</td> <td>J Lewis – Annual Assembly Refreshments</td> <td>15.65</td> </tr> <tr> <td>102395</td> <td>H Grigson – Hedge Cutting</td> <td>82.50</td> </tr> <tr> <td>102396</td> <td>S Simmonds – NDP</td> <td>197.60</td> </tr> <tr> <td>102397</td> <td>EDF – Defibrillator</td> <td>250.18</td> </tr> <tr> <td>102398</td> <td>HMRC – Employer Contributions Q1</td> <td>221.49</td> </tr> <tr> <td>102399</td> <td>J Boot – NDP</td> <td>225.00</td> </tr> </table> <p>TOTAL 2515.49</p> <p>(ii) Harmsworth Memorial Trust</p> <p>The HMT Financial Transaction Report for May was circulated and agreed. There are no June payments.</p> <p>(iii) Audit</p> <p>The internal audit, carried out by David Buckett, took place on 25th May. David will produce a full report for the Parish Council in due course.</p> <p>The following documents were circulated prior to the meeting : Annual Governance Statement; Accounting Statements; Bank Reconciliation; Explanation of Variances</p> <p>(a) <u>Annual Governance Statement</u> Parish Councillors considered and unanimously agreed the Annual Governance Statement 2017/18.</p> <p>(b) <u>Annual Accounting Statement</u> Parish Councillors considered and unanimously agreed the Annual Accounting Statement 2017/18.</p>	102387	C Levett – Clerk’s Wages	953.82	102388	Tenterden Twilight Commercial Cleaning – Public Toilets	328.00	102389	C Levett – Postage and Stationery	10.75	102390	M Patrick – War Memorial	50.00	102391	Iden Green Pavilion – Meeting Hire	14.00	102392	Memorial Hall – Meeting Hire NDP £82.50 PC £30	112.50	102393	Benenden Village Hall – NDP Meeting	54.00	102394	J Lewis – Annual Assembly Refreshments	15.65	102395	H Grigson – Hedge Cutting	82.50	102396	S Simmonds – NDP	197.60	102397	EDF – Defibrillator	250.18	102398	HMRC – Employer Contributions Q1	221.49	102399	J Boot – NDP	225.00	
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14. CORRESPONDENCE	No items of correspondence.																																								
15. PARISHIONERS' QUESTIONS	<p>Gordon Reynolds advised the Parish Council of the following :</p> <ul style="list-style-type: none"> • The 20/20 project at the Church is considering solar panels on the south side and a ground source heat pump to heat the Church. 																																								

	<ul style="list-style-type: none"> • As part of the NDP a communication mast is being considered at Hinxden Lane. • Currently investigating a 20 acre site to provide solar panels to allow members of the Parish to purchase renewable energy if required. Cllr Thomas advised Gordon Reynolds to communicate with neighbours living near to the proposed site, before submitting any application. • Plans are underway on the preparation of an application to erect 16 eco-homes on a site currently submitted in the TWBC Call for Sites, but not yet allocated. Cllr Thomas strongly advised that Gordon Reynolds submit a pre-application enquiry with TWBC before a full application is submitted. 	
16. ITEMS FOR FUTURE CONSIDERATION	<ul style="list-style-type: none"> • Cllr Beveridge asked if the Parish Council could do anything about the dangerous nature of the junction of Castleton's Oak. The Clerk to write to KCC advising of the concerns. • Cllr Lewis reported that Peter Ellis had advised that the defibrillator pads need renewing. 	CL
DATE OF NEXT MEETING	Ordinary Meeting of the Parish Council Monday 16 th July 2018, Iden Green Pavilion, 7pm	
	The meeting closed at 9.10pm	

Clerk to the Parish Council, 19th June 2018