

PARISH COUNCIL OF BENENDEN

Minutes of the Ordinary Meeting of the Parish Council held on Monday 20th May 2019, Iden Green Pavilion, 7pm

Present	Cllrs Beveridge, Cruse, Driver, Grant, Lewis, Manford and Thomas
In Attendance	Cllr Holden; C Levett, Clerk; 10 parishioners

Item		Action Responsibility
1. APOLOGIES	Apologies were received from Cllr Skeet.	
2. DECLARATION OF INTERESTS	None.	
3. ELECTION OF CHAIR AND VICE CHAIR	Cllr Beveridge proposed Cllr Thomas as Chair of the Parish Council, this was seconded by Cllr Manford and unanimously agreed. Cllr Thomas proposed Cllr Lewis as Vice Chair of the Parish Council, this was seconded by Cllr Beveridge and unanimously agreed.	
4. MINUTES OF PREVIOUS MEETING	The Parish Council minutes from the meeting held on 15 th April 2019 were unanimously approved as a correct record of the meeting and signed by the Chairman.	
5. MATTERS ARISING AND OUTSTANDING ITEMS	<p>a. Village Spring Clean Cllr Thomas thanked those who volunteered to help with the village clean. There were fewer volunteers than usual, perhaps because of the weather. The amount of rubbish collected was less than usual, and this may be as a result of the now regular 2 cleans per year.</p> <p>b. Parish Councillor Co-option Three parishioners have put themselves forward for the current vacancy on the Parish Council. Cllr Thomas recommended that they are invited to the Parish Council meeting in June to introduce themselves and the Councillors makes a decision on who to co-opt after this date. This was unanimously agreed.</p> <p>c. Parish Archives Stored at Benenden Village Hall The Clerk had circulated a request from the Village Hall Manager to remove paperwork stored in the balcony storage area whilst the Village Hall reorganises this area. Cllrs Cruse, Driver and Lewis offered to assist the Clerk. Cllr Thomas recommended the Parish Council purchases storage boxes for this purpose. Cllr Manford suggested metal document boxes in order to ensure papers remain protected. The Clerk to organise.</p>	CL
6. PLANNING APPLICATIONS	<p>a. Minutes of the meeting held on 16th May 2019 The minutes were unanimously approved as a correct record of the meeting and signed by the Chairman. Cllr Thomas read the Parish Council response to planning application 19/00822 HYBRID Land Adjacent Rothermere Close, Walkhurst Road, which can be viewed on TWBC Planning website. Planning applications 19/00522 and 19/00779 were supported by the Parish Council.</p> <p>b. Current Applications</p> <p>19 00609 FULL 1 Chequer Tree Cottages Rolvenden Road. Two storey rear extension with single storey rear/side element; replacement rooflights to rear. The Parish Council unanimously agreed to support this application.</p> <p>KCC TW 0098 2019 at Land south of Rolvenden Road. Application to amend condition 24 of planning permission TW/17/3344 to vary the times of construction</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.

	<p>work. Cllr Thomas had spoken to the resident opposite and advised that neighbours have been informed. The Parish Council unanimously agreed to support this application.</p> <p>c. Rolvenden Neighbourhood Plan Consultation</p> <p>The Parish Council has been invited to comment on Rolvenden’s Neighbourhood Plan. The consultation runs until 24th June and the Parish Council will discuss at its meeting on 17th June. Details have been forwarded to Benenden’s NDP team.</p>	ALL																																												
7. HIGHWAYS & TRANSPORTATION	<p>Cllr Thomas advised that KCC Highways is planning to work more closely with parishes and has asked councils to develop their own Highways Improvement Plans. This positive proactive approach is being driven by the new Cabinet Member, Mike Whiting.</p> <p>The Clerk advised that she has responded setting out the Parish priorities and has requested a meeting with Fiona Paine, Schemes Project Manager. Paul Catt, Highways Steward, has already indicated that he is happy to meet Parish Council representatives.</p> <p>Cllr Manford advised that the A268 at Hawkhurst is due to be closed for 14 weeks. Cllr Holden advised that the diversion is 18 miles long and that he and other elected representatives are meeting with SGN to discuss various issues including the effect of this closure on the economies of Hawkhurst and Sandhurst, and to suggest other ways in which the works can be achieved without such major disruption.</p>																																													
8. RESOURCING	<p>a. Audit</p> <p>The internal audit took place on 13th May and the report is pending from the internal auditor. At its meeting in June the Parish Council will consider and approve the accounting statements for 2018/19. The Resourcing Committee will meet in June.</p> <p>b. Parish Council Monthly Finance</p> <p>The Parish Council Financial Transaction Report for April 2019 had been circulated and agreed and the Parish Council ratified and approved the May 2019 payments list.</p> <p><u>Agreed May payments :</u></p> <table border="1" data-bbox="375 1541 1342 1998"> <tr> <td>DD</td> <td>John Lewis</td> <td>Broadband</td> <td>9.75</td> </tr> <tr> <td>BACS</td> <td>BT</td> <td>Office telephone</td> <td>116.28</td> </tr> <tr> <td>BACS</td> <td>Benenden's Community Shop</td> <td>Spring Clean</td> <td>53.95</td> </tr> <tr> <td>BACS</td> <td>KCPFA</td> <td>Annual Subscription</td> <td>10.00</td> </tr> <tr> <td>BACS</td> <td>St George's PCC</td> <td>Church Clock Survey</td> <td>150.00</td> </tr> <tr> <td>BACS</td> <td>Tenterden Twilight</td> <td>Public Toilets</td> <td>328.00</td> </tr> <tr> <td>BACS</td> <td>C Levett</td> <td>Clerk's Salary</td> <td>888.80</td> </tr> <tr> <td>BACS</td> <td>edf</td> <td>Public Toilets</td> <td>42.88</td> </tr> <tr> <td>BACS</td> <td>Thompsett Landscaping</td> <td>Grounds Maintenance</td> <td>333.00</td> </tr> <tr> <td>BACS</td> <td>ASL</td> <td>Copying/printing</td> <td>72.00</td> </tr> <tr> <td>BACS</td> <td>Iden Green Pavilion</td> <td>Room Hire</td> <td>14.00</td> </tr> </table>	DD	John Lewis	Broadband	9.75	BACS	BT	Office telephone	116.28	BACS	Benenden's Community Shop	Spring Clean	53.95	BACS	KCPFA	Annual Subscription	10.00	BACS	St George's PCC	Church Clock Survey	150.00	BACS	Tenterden Twilight	Public Toilets	328.00	BACS	C Levett	Clerk's Salary	888.80	BACS	edf	Public Toilets	42.88	BACS	Thompsett Landscaping	Grounds Maintenance	333.00	BACS	ASL	Copying/printing	72.00	BACS	Iden Green Pavilion	Room Hire	14.00	
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	TOTAL	2018.66
9. CORRESPONDENCE	None	
10. PARISHIONERS' QUESTIONS	<p>The Parish Council was asked about the following :</p> <ul style="list-style-type: none"> • <i>If there was any update on the new school build.</i> As far as the Parish Council is aware this is on schedule. • <i>Changes to the Village Magazine Editorial Team.</i> Kent Barker had left the team. Peter Thomas and Ruth Clark are the current co-editors. Minnie Garnier is currently too busy with the NDP to re-join the team but will input and help when she can. • <i>Difference in income from HMT between 2018 and 2019.</i> Prior to HMT transferring to the Benenden Village Trust the Parish Council paid the Clerk's salary which was reimbursed by HMT. • <i>The balance of Parish Council funds.</i> It is good practice to have healthy reserves, which should at least match the current precept figure. Reserve funds are being used to meet the cost of the Neighbourhood Development Plan, and the Parish Council will be making a substantial donation again this year to the new playground. • <i>Citizens Advice Bureau support.</i> The Parish Council gives £100 annually to the CAB, as with other similar organisations. The Parish Council will consider a request to increase this amount when received from the CAB. • <i>20mph limit.</i> The Parish Council was under the impression that 20mph outside the new school would be permanent. It has however been advised that this limit will be timed to coincide with school times. The Parish Council has written to KCC. • <i>Parish Councillor Co-option Policy.</i> The Parish Council follows the set procedure for co-option but does not have a specific policy. Any candidate who wishes to find out more about the role is invited to meet with/ask questions. 	
11. ITEMS FOR FUTURE CONSIDERATION	Village Magazine Articles.	
DATE OF NEXT MEETING	Ordinary meeting of the Parish Council Monday 17 th June 2019, Quinlan Centre, Benenden Hospital, 7pm.	
	The meeting closed at 7.45pm	

Clerk to the Parish Council, 21st May 2019