

## PARISH COUNCIL OF BENENDEN

Ordinary Meeting of the Council will be held on Monday 16<sup>th</sup> November 2020,  
Remote Meeting, 7pm

### AGENDA

1. Apologies
2. Declarations of Interest in items on the Agenda
3. Minutes of the Meeting held on 19<sup>th</sup> October 2020
4. Matters Arising and Outstanding Items
  - a. Village Hall/Public Toilets/Community Office
  - b. Football Coaching on the Green
  - c. Land Bequest
5. Covid-19/Benenden Action Team
6. Reports by County/Borough Councillors
  - a. Tunbridge Wells Agreement
7. Reports by Chair and Parish Council Representatives
8. Neighbourhood Development Plan
  - a. Accessibility Costs
9. Planning
  - a. Applications
    - 20 02582 FULL 1 Bishopsdale Cottages , Bishopsden Road Variation of Condition 2 (Approved Plans); Condition 3 (External Materials) of 20/00402/FULL - Addition of window to north west elevation and alterations to materials shown on plans.
    - 20 02962 FULL 8 Vere Meadows Proposed porch; garage conversion
    - 20 03119 SUB Land adjacent Telephone Exchange, New Pond Road, Benenden — Submission of Details in Relation to Conditions 3 (External Materials) and 11 (Access Road Details) of 18/03941/FULL
    - b. Other Planning Matters
      - Land off Hinksden Road
      - Iden Green - Agricultural barn under construction
      - TWBC Five Year Plan Update
      - Cranbrook & Sissinghurst Regulation 14 Consultation
10. Highways and Transportation
  - a. Pavement Parking
  - b. Highways Improvement Plan
11. Resourcing/Finance
  - a. Monthly Finance
  - b. Funding request from Citizens Advice Tunbridge Wells and District
  - c. Funding request from Tunbridge Wells Counselling Centre
  - d. Electric Vehicle Charging Points
12. Correspondence/Parishioners' Questions
  - a. Stiles/Accessible Walking
13. Items for future consideration
  - a. Christmas Tree

C Levett, Clerk to the Council, 9<sup>th</sup> November 2020

**Date of Next Meeting: 14<sup>th</sup> December 2020 details tbc**

1. APOLOGIES  
None received

2. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA  
None received

3. MINUTES OF THE MEETING HELD ON 19<sup>TH</sup> OCTOBER 2020  
*Separate document*

4. MATTERS ARISING AND OUTSTANDING ITEMS

- a. **Village Hall/Public Toilets/Community Office** : BVT has received feedback, particularly from The Players, detailing some issues with the current proposal. Many of these issues are valid, and some would cost money to deal with. It has been suggested that the Community Office could be turned into the Public Toilets. There is some merit in this and could save some money.
- b. **Football Coaching on the Green** : Cllr Cruse has contacted Sports Europe to advise that the Parish Council and the PCC cannot support a privately run business using the Green to generate profit, and has recommended contacting Benenden Village Hall about using the Recreation Ground.
- c. **Land Bequest** : Solicitors have advised that the gift of land on Walkhurst Road is not a straightforward one and the executors have sought advice on the best way of ensuring that the bequest expressed are met.

5. COVID-19/BENENDEN ACTION TEAM

After careful consideration, a lot of local conversations and supported by the continued, fantastic levels of goodwill within the volunteer base, it has been agreed that there is a place for BAT going forward and Ruth Clark and Guy Hagan are very happy to continue to manage the process.

BAT will continue supporting the village and its needs long past Covid-19 keeping it relevant to the people it serves within Benenden. Having analysed the calls since March, it can be seen that the best results coming from indirect referrals. Needs of local people, identified by neighbours and friends, who in turn have reached out to BAT to help them.

BAT will evolve by connecting a network throughout all areas of the village and its many, already well-established, groups, societies, trusts and institutions. Threading these vital elements together, to create a free channel of communication. This will enable BAT to be made aware of these needs and assist in any way possible, as quickly and efficiently as it can.

If anyone sees or hears of a situation, please let Ruth or Guy know, on an email, and we they confidentially work towards a needs-based solution.

Working together effectively helps to ensure no-one in the parish struggles unnecessarily.

6. REPORTS BY COUNTY/BOROUGH COUNCILLORS

- a. **Tunbridge Wells Agreement** : Following a recent review of Code of Conduct Complaints the Monitoring Officer would like to propose a small amendment to the Tunbridge Wells Agreement. These only affect section 7 of the Agreement – Standards and Governance. The amendments do not add any new duties to Councils but are intended to clarify existing duties and to ensure that the Agreement more accurately reflect the existing requirements. *Separate*

*documents* - an explanation of the proposed amendment and a copy of the Agreement in full (inclusive of the proposed amendments). It is still the intention that the Agreement will be presented to the Borough Council on 16 December the agenda for which will be published on 8 December.

## 7. REPORTS BY CHAIR AND PARISH COUNCIL REPRESENTATIVES

### 8. NEIGHBOURHOOD DEVELOPMENT PLAN

- a. **Accessibility Costs** : It is required that the documents on the TWBC website comply with Accessibility regulations. TWBC Smarter Digital Services quoted £2,625 to carry out the relevant work. A grant application was made to cover the costs. This was rejected by Locality stating that this should be covered by the local planning authority which has a duty to support plan making groups and will be hosting documents related to the plan on its own website. Cllr Thomas contacted TWBC but has had no response.

### 9. PLANNING

a. **Applications** Cllr Grant reported

- **20 02582 FULL** 1 Bishopsdale Cottages , Bishopsden Road Variation of Condition 2 (Approved Plans); Condition 3 (External Materials) of 20/00402/FULL - Addition of window to north west elevation and alterations to materials shown on plans. *Suggested response separate attachment.*
- **20 02962 FULL** 8 Vere Meadows Proposed porch; garage conversion.  
3-bed house with integral garage and is situated on the RHS, the last one before the attenuation pond in the corner. Built with a canopy over the front door — the proposal is to make a porch enclosure using materials that will match the existing. The integral garage is to be converted to an office at the front and a Playroom/TV room at the rear. The garage door will be replaced with a window to match the size and style of the kitchen window, with bi-fold doors inserted in the rear wall (to match the existing rear bi-folds) replacing the single width door exiting the garage to the rear garden.

A straightforward change in the use of the available space. There are no grounds for objection.

- 20 03119 SUB Land adjacent Telephone Exchange, New Pond Road, Benenden — Submission of Details in Relation to Conditions 3 (External Materials) and 11 (Access Road Details) of 18/03941/FULL

Access Road Works : no comment.

External materials : red stock facing brick, red clay roof tiles, tile hanging — same as roof tiles, Windows white uPVC (picture not shown of windows), soffits and fascia uPVC white, rainwater goods uPVC black, front doors timber effect glazed doors (pictures of materials are shown in the details document). Comment – white uPVC against the brick and tile hanging will appear stark and bright and may cause the houses to stand out. Precedents are set with white window frames but if a more muted colour (grey or green) was used they would fade better into the environment, especially next to the Conservation Area.

b. Other Planning Matters

- Land off Hinksden Road : Reports of an occupied caravan have been reported to TWBC and Planning Enforcement have been made aware. Cllr Dawlings has also communicated with TWBC.
- Iden Green - Agricultural barn under construction : *Separate attachment.*

- TWBC Five Year Plan Update : Cllr Dawlings to provide update.
- Cranbrook & Sissinghurst Regulation 14 Consultation : Parish Councillors have been asked to look at <http://cranbrookandsissinghurstndp.co.uk/>

#### 10. HIGHWAYS AND TRANSPORTATION

- Pavement Parking** : Cllr Cruse has been monitoring pavement parking along The Street and has looked at a current consultation asking whether a change of existing pavement parking legislation should occur.
- Highways Improvement Plan** : Following the meeting held on 1<sup>st</sup> October, KCC has updated Benenden's HIP. *Separate document.*

#### 11. RESOURCING/FINANCE

##### a. Monthly Finance

##### TRANSACTIONS FROM 1st October 2020

Brought forward 97269.30

##### Income

Payee	Reference	Amount

**TOTAL 0.00**

##### Expenditure

	Supplier	Reference	Amount
DD	John Lewis	Broadband	9.75
DD	CF Corporate Finance Ltd	Copier Lease	180.00
BACS	C Levett	Clerk's Salary	947.32
BACS	Thompsett Landscaping	Grounds Maintenance	258.00
BACS	edf Energy	Public Toilets	38.47
BACS	Tenterden Twilight	Public Toilets August	328.00
BACS	Zoom Video Communications	Remote Meetings	14.39
BACS	TP Jones & Co	Payroll Q2	57.60
BACS	Paul Leek	NDP - Domain Renewal/Linux	153.44

**TOTAL 1986.97**

Reconciled with bank statement 037 31st October 2020 **95282.33**

##### November 2020 Payments

DD	John Lewis	Broadband	10.06
BACS	Thompsett Landscaping	Grounds Maintenance	258.00
BACS	edf Energy	Public Toilets	37.89
BACS	Zoom Video Communications	Remote Meetings	14.39
BACS	Castle Water	Public Toilets	100.04
BACS	Graham Beveridge	Neighbourhood Plan/Adobe	151.68
BACS	BT	Office Telephone	153.95

**TOTAL 726.01**

- Funding Request Citizens Advice Tunbridge Wells and District** *Various separate documents.*  
Last year the Parish Council gave £100.

- c. **Funding request from Tunbridge Wells Counselling Centre** *Separate document*. Last year the Parish Council gave £100. (They have 6 clients on their database registered to a TN17 address).
- d. **Electric Vehicle Charging Points** Parish Councillors have agreed to contributing £500 to the total cost of the installation of EVCP at Benenden Village Hall. BVT applied for KCC funding for EVCP. The draft Neighbourhood Development Plan (Policy T4, and Transport & Infrastructure “Projects”) promotes electric vehicle charging points, and at the village hall. KCC has asked if the parish would fund £1,000 of the costs, with KCC funding the rest. KCC advised it is likely that up to £4,000 per parish will be used for capital costs of installing charge points. BVT is willing to fund £500 of this. The supplier will make a site visit with KCC, and a legal agreement drawn up with BVT. It is hoped that installation of the charging points could start as early as January.
- e. **Resourcing Committee Meeting** This will take place on 1<sup>st</sup> December with a view to making a precept recommendation to the Parish Council at the meeting on 14<sup>th</sup> December.

## 12. CORRESPONDENCE/PARISHIONERS’ QUESTIONS

- a. **Stiles/Accessible Walking** Parishioner email : *I live in Iden Green and my wife has mobility issues meaning that whilst she can walk, climbing over stiles is not possible. I either have to lift her over or if she is on her own she has to avoid them. We very much enjoy walks around the village using the footpaths and there is one particular circular walk encompassing the village school, church yard, hilly fields, Moore wood and strawberry wood that is entirely gated the whole way except for two stiles at the bottom of Moore Wood near Woodcock Lane. It seems to me that there is a great opportunity to replace just these two stiles to the offer an accessible walk, which would benefit many people I am sure.*

## 13. ITEMS FOR FUTURE CONSIDERATION

Hole Park Estate has kindly agreed to donate a 15-18ft Christmas tree for The Green.