

PARISH COUNCIL OF BENENDEN

Minutes of the Ordinary Meeting of the Parish Council held on Monday 14th December 2020, 7pm remote meeting via Zoom

Present	Cllrs Beveridge, Cochrane, Cruse, Driver, Grant, Lewis, Skeet and Thomas	
In Attendance	Cllrs Dawlings and Holden; C Levett, Clerk.	
Item		Action Responsibility
1. APOLOGIES	Apologies were received from Cllr Warne.	
2. DECLARATION OF INTERESTS	No declarations of interest received.	
3. MINUTES OF PREVIOUS MEETING	The Parish Council minutes from the meeting held on 16 th November 2020 were unanimously approved as a correct record of the meeting.	
4. MATTERS ARISING AND OUTSTANDING ITEMS	<p>a. Village Hall/Public Toilets/Community Office : The plan to convert the Community Office into the public toilets and to relocate the office to the existing public toilet building is being delayed due to the current restrictions on opening the Village Hall. BVT will continue to seek planning permission and obtain estimates for the work.</p>	
5. REPORTS BY COUNTY/ BOROUGH COUNCILLORS	<p>Cllr Holden :</p> <ul style="list-style-type: none"> • EU Transition : KCC has been working on preparations since last year and is confident that the systems in place will ensure that local traffic keeps moving and any disruption will not be to the scale of gridlock of Operation Stack. • Budget : money from central government has helped with the exceptional circumstances which have impacted on KCC's budget this year, but careful consideration needs to be given to next year's budget. • Quiet Lane Status : Cllr Beveridge had written to Cllr Holden regarding Quiet Lane status asking if KCC would consider reintroducing this policy. Unfortunately KCC will not make any changes. The Government has allocated funds to Active Travel Routes, although these are not always popular, and take the place of existing roads. <p>Cllr Dawlings :</p> <ul style="list-style-type: none"> • Budget : TWBC budget is currently being consulted on. The shortfall from earlier in the year was narrowing, but the second lockdown has meant that it has widened again, and the year-end less optimistic. The borough's reserves are healthy enough to fund any shortfall for next year, but the impact on 2022/23 is less predictable. • Bishopsden : Steve Baughen will review the planning case of 1 Bishopsdale Cottages which the Parish Council and neighbours have raised numerous concerns about. • BVT : A high priority for the Trust at the moment is the Iden Green Playground. Cllr Holden suggested that the Trust apply for a grant from Members' Fund for £2,000. 	
6. REPORTS BY CHAIR AND PARISH COUNCILLORS	<p>Cllr Thomas attended the zoom meeting of Parish Chairs on 8th December. The following items were discussed – finance and precept setting; economic development presentation (Cllr Thomas will circulate slides); planning update from Steve Baughen, including mention of the judicial review requested by Hawkhurst; Local Plan update (Cllr Thomas will circulate slides).</p>	
7. NEIGHBOURHOOD DEVELOPMENT PLAN	<ul style="list-style-type: none"> ➤ Regulation 16 Consultation ended 11th December and TWBC has published its representations. Cllr Thomas will look at the recommendations and discuss with Cllrs Beveridge and Grant and Paul Tolhurst. This could include the NDP requesting a feasibility study from developers on the potential of converting or replicating the old sanatorium as part of the proposed housing allocation at the East End south site. It is likely that the referendum will take place in May 2021. ➤ TWBC has appointed John Slater as examiner for the BNDP. He is a former Chief Planning 	

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.

8. PLANNING	<p>Officer for Portsmouth with a good overall understanding of planning, and extensive experience carrying out neighbourhood planning examinations and is highly recommended by TWBC.</p> <p>a. <u>Applications</u></p> <ul style="list-style-type: none"> • 20 03297 FULL and 20 03298 LBC Tilden Farm, Water Lane, Hawkhurst Removal of outbuilding; Conversion of existing granary into a dwelling <ul style="list-style-type: none"> ➤ The proposal to convert the granary building was granted consent in 1999 and was renewed in 2004, the latter has now lapsed hence this application. ➤ Brick built with dark stained weatherboarding to upper elevation, clay tiled roof, structurally sound (except vertical crack in flank wall needs repairing). Improvement works have been undertaken at first floor level so no historic fabric remains at first floor level. However, it is not the granary that is a listed building, it is in the curtilage of the listed Grade II Tilden Farmhouse. Whilst the granary is old, it has been repositioned and resized. That said, the Conservation Officer considers the granary to be ‘curtilage listed’ but has not commented. ➤ The granary is the only historic building within the farm. It is surrounded by modern, open fronted, corrugated agricultural buildings, and therefore contributes to the local distinctiveness, and makes a positive contribution to the setting of the Grade II listed farmhouse. ➤ Conversion to a 3-bed dwelling, 2-storey. 12.4m x 6.4m x 7.5m high. No extensions to the footprint, straight forward conversion as it stands. Parking in front courtyard and removal of an outbuilding to enable the creation of a small garden/amenity area to the rear of the granary. No removal of trees or hedges. <p>The Parish Council unanimously agreed to support with request for outdoor lighting conditions.</p> <ul style="list-style-type: none"> • 20 03291 LBC Eaglesden, Mill Street Existing boot room to be demolished and re-built; internal re-modelling; loft conversion; addition of rooflights; replacement of rain water goods <p>The Parish Council unanimously agreed to support subject to the Conservation Officer’s opinion.</p> <ul style="list-style-type: none"> • 20 03185 Recreation Ground Trees T1 (HORSE CHESTNUT) – Fell; T2 (OAK) – 15-25% Reduction; T3 (OAK) - Thin crown 15-20% <p>The Parish Council had unanimously agreed to support this application.</p> <p>b. <u>Other Planning Matters</u></p> <ul style="list-style-type: none"> • Tunbridge Wells Agreement Cllrs Thomas and Grant met with Charles Mackononchie, KALC Area Committee Chairman, and Antony Harris to clarify issues raised regarding planning. Whilst accepted that this is a step in the right direction and will be reviewed in September, the Parish Council is not entirely happy, but unanimously agreed to accept the changes. One parish has stated that it will not be signing up to the agreement. • Land off Hinksden Road : Cllr Warne had contacted TWBC Planning Compliance Officer, Rob Campbell and his response had been circulated. The Parish Council remains unhappy and frustrated with the reply and lack of action, and Cllrs Grant and Thomas will draft a response. • Iden Green Barn : TWBC Planning Investigations Officer advised that the barn is now complete and will be used for forestry purposes and the caravan is being used for shelter and not as accommodation. The landowner has 28 days to submit an application for retrospective planning permission. 	PG/NT
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9. HIGHWAYS & TRANSPORT	<p>a. <u>Pavement Parking</u> Cllr Cruse had put notices on car windscreens to no effect. A letter from the Parish Council to residents of The Street was agreed.</p> <p>b. <u>Highways Improvement Plan</u></p> <ul style="list-style-type: none"> ➤ Cllr Driver has written to and chased Highways, specifically regarding the removal of central white lines through Iden Green and issues regarding Benenden crossroads. Highways has confirmed that the removal of white lines has been updated on the HIP and that resurfacing will take place in 2021. An assessment of the suitability for centre line removal needs to be undertaken. As a guide to costs of work at Benenden crossroads, the works at Horsmonden crossroads cost in the region of £25-30,000 to install. The Clerk to contact Horsmonden to gauge how successful the improvements have been. ➤ Cllr Beveridge suggested that the Parish Council employs a transport consultant to help find affordable solutions. 	CL																																																																																																																		
10. RESOURCING / FINANCE	<p>a. <u>Monthly Finance</u></p> <p>Transactions From 1st November 2020</p> <p>Brought forward 95462.33</p> <p>Income</p> <table border="1" data-bbox="379 719 1313 790"> <thead> <tr> <th>Payee</th> <th>Reference</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Community Shop</td> <td>Server</td> <td>36.00</td> </tr> </tbody> </table> <p>TOTAL 36.00</p> <p>Expenditure</p> <table border="1" data-bbox="261 875 1313 1547"> <thead> <tr> <th></th> <th>Supplier</th> <th>Reference</th> <th>Amount</th> </tr> </thead> <tbody> <tr><td>DD</td><td>John Lewis</td><td>Broadband</td><td>10.06</td></tr> <tr><td>DD</td><td>CF Corporate Finance</td><td>Copier Lease</td><td>180.00</td></tr> <tr><td>BACS</td><td>C Levett</td><td>Clerk's Salary</td><td>947.32</td></tr> <tr><td>BACS</td><td>Thompsett Landscaping</td><td>Grounds Maintenance</td><td>258.00</td></tr> <tr><td>BACS</td><td>edf Energy</td><td>Public Toilets</td><td>37.89</td></tr> <tr><td>BACS</td><td>Zoom Video Communications</td><td>Remote Meetings</td><td>14.39</td></tr> <tr><td>BACS</td><td>Castle Water</td><td>Public Toilets</td><td>100.04</td></tr> <tr><td>BACS</td><td>Graham Beveridge</td><td>Neighbourhood Plan/Adobe</td><td>151.68</td></tr> <tr><td>BACS</td><td>PKF Littlejohn LLP</td><td>Audit</td><td>360.00</td></tr> <tr><td>BACS</td><td>BT</td><td>Office Telephone</td><td>153.95</td></tr> <tr><td>BACS</td><td>TW Counselling Service</td><td>Donation</td><td>100.00</td></tr> <tr><td>BACS</td><td>Citizens Advice TW & District</td><td>Donation</td><td>100.00</td></tr> <tr><td>BACS</td><td>Tenterden Twilight</td><td>Public Toilets</td><td>675.68</td></tr> <tr><td>BACS</td><td>edf Energy</td><td>Public Toilets</td><td>43.72</td></tr> <tr><td>300014</td><td>RBL Poppy Appeal</td><td>Poppy Wreath</td><td>17.00</td></tr> <tr><td>BACS</td><td>TWBC Rates</td><td>Public Toilets</td><td>104.00</td></tr> <tr><td colspan="3">TOTAL</td><td>3253.73</td></tr> <tr><td colspan="3">Reconciled with bank statement 039 4th December 2020</td><td>92244.60</td></tr> <tr><td colspan="4">December 2020 Payments Approved</td></tr> <tr><td>DD</td><td>John Lewis</td><td>Broadband</td><td>9.92</td></tr> <tr><td>BACS</td><td>C Levett</td><td>Clerk's Salary</td><td>947.32</td></tr> <tr><td>BACS</td><td>Thompsett Landscaping</td><td>Grounds Maintenance</td><td>258.00</td></tr> <tr><td>BACS</td><td>The Solar Centre Ltd</td><td>Christmas Lights</td><td>114.97</td></tr> <tr><td>BACS</td><td>The Bull</td><td>Neighbourhood Plan</td><td>74.70</td></tr> <tr><td>BACS</td><td>Zoom Video Communications</td><td>Remote Meetings</td><td>14.39</td></tr> <tr><td colspan="3">TOTAL</td><td>1419.30</td></tr> </tbody> </table>	Payee	Reference	Amount	Community Shop	Server	36.00		Supplier	Reference	Amount	DD	John Lewis	Broadband	10.06	DD	CF Corporate Finance	Copier Lease	180.00	BACS	C Levett	Clerk's Salary	947.32	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	PKF Littlejohn LLP	Audit	360.00	BACS	BT	Office Telephone	153.95	BACS	TW Counselling Service	Donation	100.00	BACS	Citizens Advice TW & District	Donation	100.00	BACS	Tenterden Twilight	Public Toilets	675.68	BACS	edf Energy	Public Toilets	43.72	300014	RBL Poppy Appeal	Poppy Wreath	17.00	BACS	TWBC Rates	Public Toilets	104.00	TOTAL			3253.73	Reconciled with bank statement 039 4th December 2020			92244.60	December 2020 Payments Approved				DD	John Lewis	Broadband	9.92	BACS	C Levett	Clerk's Salary	947.32	BACS	Thompsett Landscaping	Grounds Maintenance	258.00	BACS	The Solar Centre Ltd	Christmas Lights	114.97	BACS	The Bull	Neighbourhood Plan	74.70	BACS	Zoom Video Communications	Remote Meetings	14.39	TOTAL			1419.30	
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	<p>b. <u>Resourcing Committee Meeting 1st December 2020</u></p> <p>i. The draft Minutes of the meeting were circulated.</p> <p>ii. Iden Green Playground : The Resourcing Committee recommends to the Parish Council a donation of £12,000 gross/£10,000 net towards the refurbishment of the Iden Green Playground refurbishment. The Parish Council unanimously agreed this.</p> <p>iii. 2021/22 Precept : The Resourcing Committee recommends a precept of £39,650 to the Parish Council. Based on the advised taxbase the current Band D equivalent of a precept of £39,650 represents no change. The Parish Council unanimously agreed this. Cllr Thomas to include a note in the Magazine.</p> <p>c. <u>Developer Contributions Project List</u> TWBC is currently drafting its Pre-Submission Local Plan (Reg19), due to be consulted on March/April 2021. The strategic and site allocation policies for Benenden will include information about the contributions that development will be required to provide, and TWBC requested a project list. An initial list has been sent, which can be costed as information becomes available. Cllr Cochrane has written to KCC requesting costs for cycle routes.</p>	NT
11. CORRESPONDENCE AND PARISHIONERS' QUESTIONS	<p>a. <u>KALC Community Awards Scheme 2021</u></p> <ul style="list-style-type: none"> The aim of the scheme is to give recognition to those living or working within the parish that have made a significant contribution to the local community. A significant contribution to the local community could be any or all of the following: Long and sustained service to the community or part of it; Achievements or actions of an inspiring nature to the local community; Such other activities which have reflected credit on or brought benefits to the village or its people. The Parish Council can take into account any or all of the following : The level of commitment shown; Any obstacles that had to be overcome; The amount of benefit derived by the community; The number of people benefited or affected; The length of service; Such other matters that in the opinion of the Council promote the purpose of the Award. <p>The Parish Council unanimously agreed to adopt this scheme and submit nominations by 12th February.</p> <p>b. <u>Goddards Green</u> Cllr Cruse raised concerns about the subsoil which is being placed on the land at Goddards Green. Cllr Thomas to write to the landowner highlighting the concerns.</p> <p>c. <u>Flagpole</u> Cllr Lewis advised that Jane Davies would like to donate Peter's flagpole to Iden Green. The Parish Council gratefully accepted this.</p>	NT
12. ITEMS FOR FUTURE CONSIDERATION	<p>a. War Memorial Garden : The Parish Council will be looking for a replacement for Michael Patrick to look after the War Memorial Garden.</p> <p>b. Beacon Field : As part of the landscaping conditions attached to the permission for the school, KCC will plant a wildflower meadow. If this does not happen in the Spring the Parish Council will remind them of their obligation to do so.</p>	
DATE OF NEXT MEETING	Monday 18 th January 2021 7pm, remote details to be confirmed.	
	The meeting closed at 9.10pm	

Clerk to the Parish Council, 14th December 2020