



Rolvenden Parish Council

Minutes of a meeting of Rolvenden Parish Council held in Rolvenden Village Hall, Rolvenden on 17th November 2022 at 7.30pm.

Present: Cllr Mrs D Curtain (Chairman), Cllr E Barham, Cllr S Bryant, Cllr N Cackett, Cllr A Johnstone, Cllr Mrs F May, Cllr Mrs I Newman and Cllr Mrs L Walker.

In attendance: Peter Setterfield PSLCC, Parish Clerk and Responsible Officer.

Also present: Cllr K Walder (Ashford Borough Council) 6 members of the public

803. Apologies for absence:

Cllr Mrs T Turner

804. Declarations of Interest:

1. Declarations of Members' Disclosable Pecuniary Interests:

None.

2. Declarations of Members' Other Significant Interests:

Cllr Mrs I Newman, trustee of War Memorial Trust, trustee of the Non-Ecclesiastical Charities. Member of the Village Hall Committee, Minute 814 (Sports facilities)

Cllr E Barham trustee of Basil Russel Trust, trustee of the Windmill Trust, Royal British Legion. Minute 812 (Christmas Tree), Minute 814 (Sports facilities) and Minute 815 (Hole Park Estate Afforestation Project)

Cllr Mrs F May, Secretary Rolvenden Village Hall,

Cllr Mrs D Curtain, Trustee of War Memorial Trust, Minute 814 (Sports facilities)

Cllr S Bryant Minute 814 (Sports facilities)

3. Declarations of Members' Other Interests:

None

805. Public Participation:

A resident put forward a request for bus shelters on the A28 next to Gatefield Cottages as water lays on the road at this point, the number of potholes in Gatefield Close and a replacement sign for Gatefield Cottages.

806. Minutes:

The minutes of the Parish Council meeting held on 20th October 2022 were submitted, agreed as a true record and signed by the Chairman.

807. Planning:

Planning application PA/2022/2559 – Ostlers Lodge, Tenterden Road, Rolvenden – Demolition of garage/courtyard roof/east elevation external storage. Extension of existing pitched roof over utility room, replacement single storey extension; alterations to existing windows and addition of dormer on rear elevation, new porch.

Resolved: to submit no comment.

808. Planning Portal:

Members of the Parish Council will be aware of a number of issues that there have been with the new planning portal introduced by Ashford Borough Council. It has been acknowledged that communication has been poor.

A number of the features of the old portal are no longer available, whilst negotiations with the software supplier are ongoing some features will not be possible.

The weekly list email previously supplied will no longer be available, however a weekly list can be obtained from the search facility on the planning portal.

The history of a site can be found by either highlighting the site on the interactive map or typing in the address in the search box.

Neighbours with a connected boundary will automatically be advised but others will only be notified if the Officer decides.

There will be a subscription email service as previously offered, at the moment there is no date for this to be available as the system is only at trial stage and will be thoroughly tested before launch.

It will be noted that applications on the portal have three tabs, the first being the detail of the application, the second comments and the last files. When applications were migrated from the old system the new could not differentiate between files and comments, therefore comments were put under files, this anomaly will not happen with new applications. One of the features of the new portal is that the files have to be downloaded to view, this cannot and will not be changed.

809. Kent Minerals and Waste Local Plan Consultation:

The Kent Minerals and Waste Local Plan 2013 – 30 is currently being reviewed and has now reached the Regulation 18 Public Consultation stage.

The Parish Council is asked if it wishes to submit any comments, the deadline for doing so is 12th December 2022.

Resolved: not to submit a response.

810. Rolvenden Club:

No representative from the Club was available to attend the meeting, a further invite to be sent.

811. Finance:

Schedule of payments:

Tompsett Landscaping	£1,988.02 (VAT £331.34) + £994.00 (VAT £165.66)
Litter picking	£120.00
Staff Costs	£1,605.60
Wellers	£600.00 (VAT £100.00)

Cllr Mrs Curtain and Cllr Mrs Newman verified the entries through the bank account.

Resolved:

- 1. To authorise the payment of the invoices presented at the meeting**
- 2. To receive and note report RPC/22/12**
- 3. To receive and acknowledge the financial movements for the period 1st April 2022 to 31st October 2022.**

812. Christmas Tree:

Permission has been obtained from Kent Highways to enable a Christmas Tree to be installed on the High Street near the telephone kiosk. The Parish Council are asked to consider the size of tree required and the necessary lights.

Resolved: To purchase a Norway Spruce and to accept the quotation in the sum of £216.00 for the electrical installation.

813. Digital Archive:

The Parish Council received a presentation at the last meeting on establishing a digital archive for documents, photographs and sound recordings for the community. To take this forward the Parish Council is asked to make the sum of £500 available from the Hildegard Sykes Bequest funds held by the Parish Council.

Resolved: To make the sum of £500 available to the History Society from the Hildegard Sykes Bequest funds.

Cllrs Curtain, Newman, Bryant and Barham left the meeting.

814. Sports Facilities:

Report RPC/22/13 The Rolvenden War Memorial Trust has approached the Parish Council with a financial wish list from the Tennis Club, Cricket Club, and Football Club to improve the various facilities available to them from the Section 106 monies made available from the Halden Lane development.

Resolved:

- 1. To receive and note report RPC/2022/13**
- 2. To receive and acknowledge the wish list**
- 3. To authorise the Parish Clerk to submit a claim for s106 monies from the Borough Council to progress the utilities.**

Cllrs Curtain, Newman and Bryant returned to the meeting.

Cllr May left the meeting

815. Hole Park Estate Afforestation Project:

Hole Park Estate is proposing to plant two fields, within Rolvenden Parish, of marginal agricultural land to Forestry. As part of the consultancy process two letters and a plan were attached to the agenda for consideration:

Resolved: The Parish Council supports the proposals

Cllrs Barham and May returned to the meeting

816. Coronation events:

The Parish Council is asked if it wishes to make provision in its 2023 / 2024 budget which will be determined at the December 2022 meeting.

Resolved: To make provision in the 2023 / 2024 budget in the sum of £500 for Coronation Events.

817. Parish Clerk:

The Parish Council is asked to consider increasing the Clerk's working hours from the current 13 hours a week due to the ever increasing workload and the work required for the Thoburn Land Trust.

Resolved: To increase the Clerk's working hours to 15 a week with effect from 1st December 2022.

818. Other items for information:

Aspire have confirmed that the replacement tree on St Mary's Green will be a Coronation Oak.

Despite assurances from the brewery the power to the defibrillator at the Ewe and Lamb has been disconnected, they have been advised and arrangements are in place to reconnect.

The traffic survey results have now been received and will be analysed and reviewed with the Highways Improvement Plan.

There being no further business the meeting closed at 8.30pm.