

**HIGH HALDEN PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**held on the 14 November 2022 at 7pm in the Memorial Hall**

**99/22 Present and Apologies**

**Present:** Cllr Sargent (Chairman for this meeting), Cllrs: Ms. Dawes, Mr. Drury, Mrs. Harris, Mrs. Pickering, Mrs. Wheeler (arrived 7.05pm).

**In Attendance:** Mrs L Goldsmith (Clerk), Cllr. Pickering (Ward Member), 4 members of the public

**Apologies:**

An apology was received from Cllr. Robinson and the reason for absence was accepted.

**100/22 Declarations of Interest**

Cllr Mrs Pickering: Voluntary Declaration as the spouse of the ward member.

**101/22 Minutes of the meeting of the 10 October 2022**

**Resolved:** That the Minutes of the Parish Council meeting held on the 10 October 2022 be approved and confirmed as a true record.

**102/22 Report from the Clerk (information purposes only)**

1] ABC Consultee Planning Portal – The Clerk attended a familiarisation session on the new planning portal. ABC has advised that a subscription service is coming soon which will allow users of the Public Register to subscribe for email notifications about records displayed. ABC is pushing their supplier for this service but there is no date yet.

**103/22 Open Session**

Reverend Sue Rose explained to Members that the Church is keen to provide a weekly pop-up café based on “The Blend” which has been successfully run-in other Churches including Woodchurch. This would provide young people, aged 10-14, with a 2-hour session each week offering a range of activities and refreshments. It is proposed that the group will meet in the mobile classroom at the school. The Church is looking for funding to support this initiative.

*7.09pm one member of the public left the meeting*

**104/22 PCSO/Community Warden Report:**

There was no report. The Clerk was asked to find out when the PCSO can attend a meeting to give a full update.

**105/22 Pop up Café for 10-14 year olds**

It was agreed that the Parish Council cannot commit to the payment of a regular salary for a youth worker but could look to support expenditure on materials and/or other projects that the Church is looking to undertake. The Clerk will also investigate other possible sources of funds and will advise Reverend Sue Rose. Members agreed that the Parish Council fully support this initiative for the community. Ward Member Alan Pickering also offered to contact Reverend Sue Rose and discuss funding and what support, if any, ABC could provide.

**106/22 Highways Improvement Plan**

Members noted that the works to remove the traffic islands on the A28 and the planned resurfacing works is due to end on the 17 November 2022. KCC has agreed to repeat the ATC surveys when the resurfacing works are complete to see if the removal of the traffic islands and new road markings have improved safety. KCC has advised the Clerk that they are waiting for the new signage for Church Hill and once received works will be promptly programmed. The works planned include a new gateway, resetting of the village post further away and deeper into the verge to improve sight lines and the removal of the old village gateway and school warning signpost.

**c) Proposal for a new salt bin on Church Hill**

KCC has advised the Clerk that a new salt bin could be located on Church Hill but the Parish Council would need to fund it. It was agreed that the Clerk should ask KCC to suggest where the new salt bin could be sited

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and request a formal quote.

**d) Crossing on the A28**

A member of the public had contacted the Clerk asking if the Parish Council could revisit a request for the crossing by the shop to be made into a pelican crossing. KCC has refused such a request in the past claiming that the sight lines are an issue as well as the potential increase in noise. It was agreed that the Clerk should add this request to the Highways Improvement Plan.

**107/22 Queen's Canopy Project**

Cllr. Wheeler explained that there is a mixture of saplings still available including Hawthorn, Dogwood, Rowan and Cherry. It was agreed to book the village hall car park for Saturday 26 November 2022 and for the Clerk to advertise on Facebook, in the Newsletter and on the website that saplings will be available for collection between 10am and 12pm. Cllr. Wheeler and Sargent kindly agreed to make the arrangements. It was agreed that any remaining saplings could be used to plug gaps in the hedge around the car park at Jubilee Field.

**108/22 King Charles III Coronation 6 May 2023**

It was noted that the Clerk has placed an article in the newsletter asking residents for their thoughts on how the village can commemorate the Coronation of King Charles III due to be held on the 6 May 2023. The Clerk will also ask for ideas on the village Facebook page. It was noted that HHVEC will be holding a village event on the green. More details are expected on whether beacons are to be lit and whether streets parties are to be held.

**109/22 Allotments**

Members considered three quotes obtained by the Clerk from solicitors for legal advice and to draft a lease document.

**Resolved: To appoint Whitehead Monckton in Tenterden to carry out the work at an estimated cost of £2,000.00 (excluding VAT).**

**110/22 Proposal to install a flag on the village green**

Members considered a proposal to install a flagpole on the village green and the two quotes obtained by the Clerk which are both circa £2,150.00 (including VAT).

**Resolved: To not install a flag on the village green.**

**111/22 Proposal to replace the steps on the village green with a ramp**

The Clerk has asked Public Rights of Way at KCC for some advice regarding the legalities of undertaking this work on a village green. DEFRA's Guidance on the issue of management of Village Greens suggests that generally speaking it is not possible to undertake works on a registered Village Green unless they are 'with a view to the better enjoyment of the public'. KCC has agreed that there is arguably a public benefit in replacing the steps on the village green with a ramp.

**Resolved: To appoint Caloo to carry out the works for a cost of £2,443.00 (excluding VAT).**

**112/22 Jubilee Field/Pavilion**

**a) Grounds Maintenance Contract 2023-2025**

The Clerk explained that the current Grounds Maintenance contract covers the period 2020-2022 so will expire at the end of the year.

**Resolved: In line with Financial Regulations that the Clerk endeavours to obtain three quotes for the Maintenance Contract 2023-2025**

**b) Line Marking**

The Clerk reported that the Park Keeper would like to purchase some more line marking equipment to save burning the lines on the pitch.

**Resolved: To approve a budget of approximately £100.00 for new line painting equipment.**

**c) Ditch Clearance:**

It was noted that the Clerk has contacted Aspire again who have advised that they will be clearing the debris  
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from the ditches around Jubilee Field.

**d ) Sports Pavilion:**

Members considered a report from the electrician for rectification works required to complete the EICR report for the pavilion with no recommendations.

**Resolved: To accept a quote from Bowdan Electrical Services for £320.00 (excluding VAT) to carry out the rectification works.**

The Chair invited Cllr. Pickering to lead on the planning proposals

**90/22 Planning**

**Planning applications**

**PA/2022/2733 – Lotland Farm, Biddenden Road, Tenterden**

Proposed agricultural building with mezzanine office/store above.

**Resolved: Support.**

**PA/2022/2493 – Land to south of New Barn Farm, Ashford Road, High Halden**

Provision of 5 x chalet lodges as holiday lets with associated parking, footpath and landscaping/lake.

**Resolved: Support.**

**PA/2022/2648 – 2 Mill Gardens, Ashford Road, High Halden**

To replace existing brick garage with new with same footprint and dimensions (retrospective).

**Resolved: No comment.**

**PA/2022/2670 – Coombewood Barn, Redbrook Street, High Halden**

Proposed two-storey front extension.

**Resolved: No comment.**

**PA/2022/2521 – Carmily, Ashford Road, High Halden**

Proposal remove existing garage and construct new garage in new location.

**Resolved: No comment.**

**PA/2022/2226 – Duxbury, Church Hill, High Halden**

New car port with home office.

**Resolved: To ratify a decision between meetings of no comment.**

**PA/2022/2548 – Land East of Hope House**

Variation of condition 6 (site layout) on planning permission 19/01769/AS.

**Resolved: No comment.**

**Planning applications received after the distribution of the agenda:** None to consider.

**Approvals:** None to consider.

**PA/2022/2225 – Duxbury, Church Hill, High Halden**

Conversion of existing C20th outbuilding to Annex.

**NOT/2022/2419 – Moat Barn, Oak Grove Lane, High Halden**

Reserved matters application pursuant to outline planning permission 21/00002/AS (erection of a detached dwelling) to consider access and layout (revision to 21/01981/AS)

**22/00729/AS – Tiffenden Oast, Harbourne Lane, High Halden**

Proposed single storey side extension, erection of porch and internal alterations.

**Refusal:** None to consider.

**Withdrawn:** As above.

**Appeals:**

**21/00811/AS – Herwish, Martens Lane, High Halden – Appeal to be held on 16 November 2022**

**19/00228/AS – Herwish Martens Lane, High Halden – Appeal to be held on 15 November 2022**

**Other Planning Matters:**

**CO22/00529/AS - The Stables, Redbrook Street, High Halden:**

No update other than concerned residents have been advised that if any works begin on the development that are not in relation to the building conversion or application 19/01590/AS that they should notify Enforcement.

**CO/21/00232 – Land East of Hope House:**

The Clerk had received complaints from residents about the noise, lack of screening and lights left on at night

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in the site office. Enforcement has advised that the developer has confirmed that due to health and safety issues the offices could not be sited in the previously approved location and as such, they have since submitted a planning application. Due to the current delays in processing planning applications, this newly submitted application may take a little while to be received by the planning help team and to subsequently pass validation prior to being assigned to a planning officer. The residents continue to press for screening to help with light and visibility.

**Stevenson Brothers' Public Consultation event 17 September 2022:**

**Resolved: To ratify a decision between meetings to respond to a comment in the minutes of a recent Bethersden Parish Council meeting. The comment suggested that High Halden Parish Council were wanting all of the social housing associated with the Stevenson Brothers project to be built in Bethersden.**

**Consultation Portal and online viewing**

Members remain concerned about the shortcomings of the new planning portal system at ABC and in particular that electors no longer receive email notifications of new planning proposals in their area. It was agreed that the Clerk should contact KALC for some legal advice to ascertain whether ABC is legally able to act in what appears to be an undemocratic way.

**114/22 Financial Report**

**/22-1 To agree payments in accordance with the Budget**

**Resolved: That the payments listed below for November 2022 are authorised online by Cllrs. Harris and Dawes.**

**Payments**

<b>Cheque/Transfer</b>	<b>Details</b>	<b>£</b>
Transfer	L Goldsmith (Expenses)	52.27
Transfer	L Goldsmith (Salary)	522.00
Transfer	HMRC (L Goldsmith)	118.20
Transfer	Barrie Croucher (Caretaker Services and key cutting)	60.32
Transfer	Mint Fresh (Bus stop cleaning)	47.88
Transfer	Npower (Electricity pavilion)	163.14
Transfer	KALC (Training)	60.00
Transfer	D Ball (Poppy Appeal)	25.00
DD	Google Cloud	73.60

**Receipts: None**

**Balances as at 14 November 2022**

**Unity Trust Account: £82,669.51**

**/22-2 Increment rise for the Clerk following attaining the CiLCA qualification**

**Resolved: The Clerk to receive an increment rise to scale 26.**

**/22-3 Budget 2023-2024**

It was agreed that the Clerk should circulate a draft budget for Cllrs. Harris, Robinson and Sargent to comment on before presenting to Full Council.

**/22-4**

**Policies**

**Resolved:**

**To adopt a Grants Policy and Application Form**

**115/22 Reports**

**/22-1 Ward member:** Ward Member Alan Pickering reported that ABC has been able to internally redeploy some of the now surplus staff taken on for the Inland Border Control Centre in Sevington. ABC is currently working on the budget and is hoping to maintain their position as charging the lowest council tax in the County. The ability to keep council taxes at a low level demonstrates how effective ABC has been at tendering and then managing contracts for the Borough.

**/22-2 Highways:** See item 106/22.

**/22-3 Marketing/projects:** The Clerk has prepared the copy for the newsletter. Cllr. Dawes has formatted the document and has circulated a first draft. Members agreed to send any comments to Cllr. Dawes within a few days. Cllr. Dawes offered to obtain a quote for printing 200-300 copies of the newsletter to be hand delivered.

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The Clerk will place a copy of the final document on the website and will send to residents signed up to receive copies by email.

**/22-4 KALC:** The Clerk has circulated the current edition of the KALC Parish News. A KALC Area meeting was held on the 10 November 2022.

**116/22 Information items:**

**/22-1 HHVEC Update**

HHVEC plan to hold an event on the village green to celebrate the Coronation of Charles III on the weekend of the 6-8 May 2023. High Halden Primary School will be holding its Christmas Fair on the 3 December 2022 and the Horticultural Society is holding a quiz night in the village hall on the 19 November 2022

**/22-2 Ashford Reorganisation of Community Governance Order**

Members noted that The Order makes a number of changes to parish boundaries and electoral arrangements following the 2022 Ashford Community Governance Review. For electoral purpose the alterations will take place on 1 December 2022. The new boundaries and warding arrangements will come into being on 4 May 2023. For the purposes of the parish precept the changes will come into force on 1 April 2023. Members noted the new boundary between Biddenden and High Halden and that the Woodlands Parish Ward of High Halden is abolished. This means the number of Councillors for High Halden Parish Council will reduce from eight to seven.

**/22-3 Federation of High Halden and Woodchurch Schools**

Cllr. Sargent attended the recent consultation presentation and explained to Members that the proposal is to formalise the current interim leadership arrangements for High Halden and Woodchurch schools permanently by federating the two schools. The Governing Board believe that formalising the current arrangement is the best option to ensure a robust and secure future for both schools.

**Resolved: To support a proposal for the federation of High Halden and Woodchurch Schools.**

**117/22 Items for the next Parish Council meeting**

Nothing additional.

**118/22 Date of the next meeting**

**The next Parish Council Meeting will be held on Monday 12 December 2022 at 7pm in the Memorial Hall**

The meeting closed at 8.34pm.

Signed: .....

Date: .....

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