

ROLVENDEN PARISH COUNCIL

Minutes of the parish council meeting held **TUESDAY 15TH MARCH 2016, 7.30PM**, The Main Hall, Rolvenden Village Hall for the purpose of transacting the following business.

Present: Cllr Mr D.Murray- Chairman,,Cllr Mrs D.Curtain-Vice Chairman, Cllr Mrs J.Marston, Cllr Mr G.Tiltman, Cllr. Mr M.Hook, Cllr Mr J.Wilkins, Cllr Mrs J.Stace, Cllr Mr B.Hindley, Cllr Mrs I.Newman, Clerk to the Council- Mrs J.Serra, local press correspondent-Mr D.Newman Mr A. Nilson-Chairman Newenden Parish Council and eighteen members of the public which included members from Rolvenden Football Club

Apologies for absence- none received.

(a) Declarations of Members Disclosable Pecuniary Interests- under the Localism Act 2011 to be made relating to items on this agenda –none

(b) Declarations of Members Other Significant Interests-under the Kent Code of Conduct adopted August 2012 by the parish council made relating to items on this agenda:Cllr Mrs D.Curtain-item 137-Finance[v](a)- interest as bookkeeper of the person submitting an invoice for payment.

(c) Declarations of Members Other Interests –not required to be disclosed under (a) and(b) but voluntary announcements made only for transparency reasons. Cllr Mrs I.Newman- item 133-Rolvenden Football Club. Interest declared as a long standing supporter of Rolvenden Football Club

7.35pm- the Chairman opened the meeting for the public session

Lynn Walker from the Star public house is to organise a street party for the village to celebrate the Queen's 90th Birthday on Sunday 12th June starting at 3pm. A meeting to discuss the proposed plans would be held 23rd March at 6.30pm. The proposal for the street party to be included on the agenda for the Annual Parish Meeting.

Mr. Mansel-Smith- spoke about his work to get traffic calming measures on the A28 approaching the entrances of the two side roads on Rolvenden Hill. The reply from Kent County Council Member, Mr Matthew Balfour, stated there were no plans to install further measures at this location. Also mentioned was an offer to discuss & support possible improvements should the Parish Council be willing to fund these. Discussed

Parish Council to enquire as to what signs would be appropriate and at what cost.

Other locations in the parish mentioned as in need of speed limit restrictions,(Gatefield, Mayham Road)

A precedent would be set should the parish council fund traffic calming measures in the parish.

KCC are the authority responsible to deal with all highway matters.

Representatives from Rolvenden Football Club enquired about the pavilion proposed for the new football pitch. The Club has gone up in the Kent League and need to move forward to improve the standards of their facilities for players and members

The plans and location prepared for the proposed pavilion were not favourably received when presented to Ashford BC's Sports Development Officer. The proposal would not be supported as it was too far from the road, thus would need to be re-located.

There is a controversy about a piece of land within this location and until this is resolved through the legal process there can be no further progress on plans for the pavilion. There was an explanation of the design required for the pavilion. A lengthy discussion followed.

Monies provided by Section 106 from the development will give approximately £80,000 towards the cost of the building, put at approximately £300.000. The money from Section 106 is released after 75% of the new dwellings are occupied.

To obtain funding from Sport England, the building will have to be for multi-sports and accommodate all the different sports from the village.

To help clarify the situation, Cllr Mr J.Wilkins proposed a meeting be held with representatives from the Tennis Club, Cricket Club, Football Club, StoolBall, the School and the Sports Development Officer, Ashford BC also to be invited to the meeting. AGREED.

Cllr Mrs D.Curtain to contact the Sports Development Officer at Ashford BC

Grass cutting re: Cricket field- the field is cut once every two weeks.

Cllr Mr B.Hindley on behalf of the Cricket Club would liaise with the contractor and ask for the mown grass to be removed from the cricket field.

Grass Cutting- the Secretary of Rolvenden Football Club asked for the contractor's details so that a list of fixtures could be given to co-ordinate the cutting of the field for matches.

Cllr Mr B.Hindley asked for the contact details of the Secretary to pass on to the contractor in order to make the requested arrangements.

'Clean for the Queen ' All the people were thanked that had taken part and supported this project on Benenden Road and Hastings Road as far as the Hexden lay-by. Also thanked was Mr Edward Barham who had initiated and organised the 'clean-up'. Biffa was seen clearing rubbish along Tenterden Road.

Public session closed 8.50pm

123. DRAFT Minutes of the parish council meeting held Tuesday 16th February 2016, copies previously had been sent to each parish councillor. Item 122[d]-the word 'minimum' should read 'maximum'. The change of word was agreed and with this amendment the minutes were agreed, approved and signed as a correct record.

124. Planning – all related matters

[i] Applications for **CONSULTATION** received from Ashford Borough were considered.

16/00206/AS Prior Notification-proposed erection of agricultural building for the storage of straw. Mill House, Benenden Road,Rolvenden. Prior Approval is not required- noted

[ii] Application for **CONSULTATION** received 8th-15th March 2016 from Ashford Borough to be accepted and considered

16/00366/AS -Proposed 2 storey front extension and removal of porch, 1 Frensham Road, Rolvenden Layne. Message received from applicant describing the proposed extension. No drawings received, thus was not considered.

16/00335/AS Erection of single storey extension to rear of side porch. 60a High Street, Rolvenden Plans viewed by members. There were no comments

16/00336/AS Listed Building Consent: Erection of single storey extension to rear of side porch. Infilling of door opening to rear, insertion of new door to front of porch to replace existing door and window, reconfiguration of internal staircase and removal of internal and external walls to the ground floor. 60a High Street, Rolvenden. NO objections in Principle so long as there are no Class II problems in the structural changes proposed.

[iii] Consent **GRANTED** by Ashford Borough to the following applications:

16/00034/AS Installation of sound control materials to the floors and several walls. Replacement of the front door to the property. Install thermal insulation to the areas of the roof. Install a solid floating floor to the hall. Replace damaged historic and modern replacement floorboards with new facsimiles of the original historic floorboards. Apartment 1, Great Maytham Hall, Maytham Road, Rolvenden.

15/01525/AS Erection of a rear kitchen extension, Hole Park, Benden Road, Rolvenden.

Three conditions

15/01526/AS Listed Building Consent. Rear kitchen extension, external and internal changes. Hole Park, Benenden Road, Rolvenden. Seven conditions

[iv] **Halden Field-[a]** section 106 contributions from developer. Ashford Borough sent their calculations of contributions from the developers with regard to Section 106 for the proposed development. The parish could receive contributions towards new or improved outdoor sports and play areas provided the parish council could identify and deliver associated projects.

Letter with details copied to each parish councillor.

The Parish Council to inform Ashford Borough of the projects identified to receive the Section 106 contributions from the developers. Discussed. There was no further information on the plans for the proposed housing.

[v] **Barratt Field-** no further information or progress to report

[vi] Planning related issues not raised elsewhere on this agenda to be accepted and considered.-none

125. Neighbourhood Development Plan – Mrs Curtis-Woodcock proposes to have the plan finished by Easter and ready to send to the Consultant.

126. Ashford Borough Council: (a) Parish & Urban Forum- Received hard copies of the notes of meeting held 27th January- e-mailed to the Chairman & Vice Chairman. The Chairman had reported the information from the Forum at the February parish council meeting. Noted

127. Kent Assoc.Local Councils. – a) The Dynamic Councillor, Kings Hill Community Centre, 70 Gibson Drive, Kings Hill ME19 4LG Date: 14 April 2016, 6:00 PM.

(b) An Introduction to Planning for Local Councils, Kings Hill Community Centre

Date: 26 April 2016, 9:00 AM. Clerk asked to be informed should parish councillors wish to attend.

128. Kent Highways: (a) Letter from resident on Rolvenden Hill-traffic calming measures and their cost being sought. – Discussed in public session. Parish Council to enquire as to what signs would be appropriate and at what cost.

Other locations in the parish mentioned as in need of speed limit restrictions,(Gatefield, Mayham Road) A precedent would be set should the parish council fund traffic calming measures in the parish.

KCC are the authority responsible to deal with all highway matters.

(b) Letter from resident at Maytham Hall to Borough Ward Member requesting speed control on Maytham Road – Response awaited from Borough Ward Member. Parish council do not have the authority to install highway controls.

(c) Cllr Mrs Newman had met the Highways Steward and together they walked around the parish with the list of the many highway issues needing attention. Kent Highways were waiting for their funding before they could carry out further work.

129. ‘Clean for the Queen’ (a) Edward Barham & his team had picked up litter on the Benenden Road, Halden Lane and Stepneyford Lane. A team of residents had also done the same on Hastings Road as far as the Hexden lay-by. Parish Council were grateful and thanked everybody who had taken part in this project to help with cleaning up the parish.

130. Website of the parish council- (a) update on the new website. The webmaster considered to continue with the new template on the existing site in addition to running the new website. To run the old and new website together in order to establish the better format for the parish council – **not agreed** .

Resolved: the former web site with EiS be closed down and continue only with the new site HugoFox (b) **Resolved :** to have the domain www.rolvendenparishcouncil.org.uk at a cost of £69.95 for ten years- the purchase of the domain with individual e-mail addresses for councillors has still to be arranged and cost confirmed with the new provider.

The decision as to what is appropriate to be included on the parish council’s website- discussed –

Resolved –Three councillors (not including the web master) be in agreement for an item to be placed on the parish council’s web site.

Cllr Mr B.Hindley proposed Cllr Mr G.Tiltman be thanked for all his work in a short time to create a new web site for the parish council. **Resolved.**

131. Rolvenden Primary School- the meeting arranged for 1st March was cancelled as the required number of parish councillors were not available due to illness. Meeting to be re-arranged in co-operation with the Head Teacher and Mrs G.Hodge. Parish Council wait to receive the suggested dates for their visit to the school.

132. Bus Service- restricted service to Monypenny of No.2 bus- letter as agreed sent on behalf of parish council to the bus company. Reply awaited from the company. Noted that the no.2 late night service is to be discontinued as it has lost its subsidy from KCC.

133. Football Club: [a] Using the powers given to parish councils under the LGA 1972 S111 the parish council instructed that a letter be sent to the Secretary of Rolvenden Football Club with regard to the behaviour of their representative in parish council meetings. A copy of the letter was also sent to the representative- resolved. Discussed in the public session

134. Cricket Field- damage to surface –discussed. This had been a deliberate act by person(s) unknown and will take manpower to carry out the repairs.

135. Annual Parish Meeting: (a) KCC Member for Rolvenden, Michael Hill OBE is to attend.
(b) Articles from councillors for the 2016 newsletter – Halden Field, Neighbourhood Development Plan and the new website.
(c)village organisations to be encouraged to give a presentation on what they do

136. Retirement of Clerk- person needed to fill the post. The recruitment advert was placed in the Wealden Advertiser, parish council's web site, KALC's web site, Rolvenden Update and on the notice boards in the parish.

137. Finance: all related issues

[i] NALC- updated Model Financial Regulations January 2016- consideration deferred from February meeting- to accept these regulations with amended figures where appropriate for the parish council deferred to another meeting.

[ii] Parish Council's Insurance Renewal Premium for 2016/2017-£994.44 (£908.16 + insurance premium tax £86.28)- In November 2015 Insurance Premium Tax was increased from 6% to 9.5% The renewal premium takes into account the parish council's long term agreement which expires in April 2017 – **Resolved to pay the renewal premium**

[ii] Action with Communities in Rural Kent- £50.00, membership renewal for 2016/2017.

Resolved to pay the renewal membership

[iv] Account received for grass cutting the football pitch on Halden Field to enable a Kent League match to take place.- Groundscare & General Services- £288.00 (£240 + vat £48). The Parish Council had not given instructions for this contractor to carry out grass cutting. The account presented not to be paid -Proposed by Cllr Mr G.Tiltman, seconded Cllr Mr J.Wilkins. **Resolved** by a majority vote Cllr Mrs D.Curtain abstained due to her interest

[v]Resolved to pay the following accounts:

(a) J.P.Oakeley- £90.00, clearing leaves on footway from Rolvenden Club- Great Maytham Hall

(b) Mr S.Brooks, £120.00, four weeks @£30 per week, collecting litter in the parish

(c) Mrs J.Serra, clerk's wage £413.83 plus re-imbursement of expenses 16.02.16 to 14.03.16-£44.83 = total £458.66

[vi] Account presented at this meeting was accepted, considered and agreed for payment

Mrs J.Serra, £244.80, reimbursement of payment made for advert in Wealden Advertiser to recruit a new clerk.

[vii] Financial matters not raised elsewhere on this agenda to be accepted and considered.-none

138. Other Matters for Information: *issues can be raised which involve no more than an exchange of information. No decisions can lawfully be made on matters raised under this exchange [LGA 1972 sch12]*

- (a) Clerk & Councils Direct- independent publication for local councils-noted
- (b) Fingerpost on High Street-cost to be investigated of providing a new post
- (c) The Chairman thanked all members for their support and hard work

Meeting closed 10.15pm

Mrs J.M.Serra, clerk to the council
22nd March 2016

Signed-----date-----