

**HIGH HALDEN PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**held on Monday 11 September 2023 at 7pm in the Memorial Hall**

**106/23] Administration:** Fire Exits, Fire Meeting Point, Mobile Phones. The Clerk confirmed that there has been no requests to record the meeting.

**107/23 Present and Apologies**

**Present:** Cllr. Robinson (Chairman), Cllrs: Mrs. Amsler, Mr. Drury, Mrs. Pickering, Mr. Sargent and Mrs. Wheeler

**In Attendance:** Mrs L Goldsmith (Clerk),

Ward Member Alan Pickering, 6 members of the public.

**Apologies:** An apology for absence was received from Cllr. Dawes and the reason for absence was accepted.

**108/23 Declarations of Interest**

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

Cllr. Mrs Amsler declared a pecuniary interest in agenda item 117/23 PA/2023/0574.

**109/23 Minutes of the meeting of the 14 August 2023**

**Resolved: That the Minutes of the Parish Council meeting held on the 14 August 2023 be approved and confirmed as a true record.**

**110/23 Report from the Clerk (information purposes only)**

Jubilee Park: Works to clear the debris and vegetation from the ditches around the recreation ground have now completed. It was agreed for the contractor to return and remove some of the vegetation once it has dried out. An area has been fenced off to accommodate this and hopefully the materials will be removed soon.

Electric Vehicle Charging Point: ABC are to advise the terms and conditions of installing ECVP on private land.

Village Green: Two more removable posts are to be installed to allow for easier access of vehicles and equipment for village events.

Playgrounds: In the process of obtaining quotes for the remedial works identified in the recent RoSPA reports. Works currently estimated to be £3,000.00.

PROW Ransley Field to Greenside: Trees blocking the footpath were reported to PROW and have now been cleared.

Works to a horse chestnut tree on private land in Church Hill are nothing to do with the Parish Council.

ABC Call for Sites: ABC went 'live' with its 'Call for Sites' exercise on Friday 8 September 2023 inviting landowners, developers, businesses, organisations and residents to submit any land that may be available to be considered for inclusion in the Local Plan. The exercise will run for ten weeks, closing at 5pm on the 20 November 2023.

**111/23 Open Session:**

*The Chairman suspended the meeting to allow members of the public to raise items with the Council.*

A member of the public expressed their concern about the fact the replacement No. 2 bus service does not offer a late afternoon or evening return service from Tenterden.

A member of the public spoke in support of planning proposal PA/2023/1406.

The agent acting for the applicant of planning proposal PA/2023/1470 gave some background information.

Ward Member Cllr. Pickering advised Members that he has written to David Ball, organiser of 'Life is not an Box' group and tours, about the current issues in Morocco.

**112/23 Highways**

**a) Highways Improvement Plan**

KCC has advised that the area roughly opposite the barbers on the A28 could potentially be utilised for a fixed Vehicle Activated Sign (VAS) for westbound vehicles, and though not perfect, there is possible scope at the corner of A28/Tilden Close for a fixed VAS for eastbound vehicles. KCC has arranged for speed surveys to take place at this location the w/c 18 September 2023. Speed surveys are required to assess the suitability of the sites.

Initials: .....

**b) Bus layby by the green**

It was **resolved** that the Clerk should contact Stagecoach and lobby them to ask ABC to remove part of the parking restrictions on the layby opposite the shop on the A28.

**113/23 Allotments**

a) The Clerk advised Members that the planning application for a Lawful Development Certificate for a parking area for the allotments (planning reference PA/2023/0357) is now valid again and is due to be determined by the 11 October 2023. The Clerk has provided comments to the solicitor and now awaits a copy of the lease. It was agreed for the Clerk to arrange a site meeting to begin to mark out the size of the plots and to discuss and set the annual fee. It was noted that 420 free saplings to be planted to form hedging around the allotments are expected from the Woodland Trust in November 2023.

b) Cllr. Sargent, the landowner and the Clerk met with Officers from KCC on the 30 August 2023 at the allotments and they mentioned that the Parish Council could apply through ABC for funding to plant a community orchard for the Coronation. The landowner has agreed to this proposal and the thinking is that the trees could be 'adopted' and tendered by parishioners as celebration trees. The funding window closes on the 26 September 2023. At this meeting KCC also agreed to supply the landowner with trees for an area of up to 1.25 acres in an adjacent field to the allotments using grants available from the Local Authority Treescape Fund. This project will help KCC reach their target for more trees as part of the Kent Tree Plan. KCC have also put the landowner in touch with the Forestry Commission who may be interested in providing more trees for a larger area.

**Resolved: The Clerk to request that ABC submits an application for funding from the Coronation Living Heritage Fund to plant a community orchard at the allotment site.**

**114/23 Section 106: Proposal to install a Multi-Use Games Area (MUGA)**

a) **Results of the consultation:** The Clerk reported that just 58 responses had been received to a questionnaire consulting parishioners about their views on the design and use of the proposed MUGA. 66% of respondents stated that having a MUGA would encourage them to participate more in sport and 51% stated they would use the MUGA at least weekly. Netball, football, basketball and tennis were the preferred sports. It was agreed that using the MUGA for tennis would prohibit other sports been played as the central net would be an issue and different fencing is required.

b) **Specification for the MUGA:** On the basis of the low response rate to the consultation exercise Members considered whether installing a MUGA is appropriate. It was agreed that the Clerk should re-issue a survey with a draft specification for a MUGA to try and gauge the level of support for this initiative.

**115/23 Anti-social behaviour**

Members discussed the most recent incidents of reported anti-social behaviour which included someone being pushed into a ditch at the playground and a group of young people fishing without a licence. It was noted that the last incident was reported to the Police who attended and dealt with the matter quickly. Cllr. Robinson advised that a further meeting with the Housing department at ABC, and representatives from Southern Housing and the Community Safety Unit at ABC is due to take place in a few weeks to discuss any ongoing issues. Meanwhile Cllr. Robinson advised that parishioners should continue to report any incidents to Kent Police with photographic evidence where possible.

**116/23] Defibrillator for the village hall**

The Clerk has submitted a grant application form for a KCC Member grant from Mike Hills for £1000.00 towards the cost of purchasing a defibrillator for the village hall. This has been provisionally agreed. Kristina Hoath has suggested a model and cabinet. It is estimated that including installation costs the total will come to approximately £1700.00.

**Resolved: The Clerk to place an order for an Intelligent Public Access S1 defibrillator and a green unlocked cabinet.**

Initials: .....

*The Chair invited Cllr. Mr. Sargent to lead on the planning proposals.*

### **117/23 Planning**

#### **Planning applications:**

##### **PA/2023/0574: Hopes Grove Cottage, Ashford Road, High Halden**

Listed Building Consent for a single storey rear extension to existing porch/utility. Removal of 1980's wall to create open plan kitchen area with improved insulation to floors, walls and roof.

**Noted: Application now invalid.**

##### **PA/2023/1520: Belvedere Lodge, High Halden Lane, High Halden**

Erection of one dwelling and re-align access track following demolition of existing agricultural buildings and mobile home.

**Resolved: Support**

##### **PA/2023/1470: Beale Lands Farm House, Shawlands Lane, High Halden**

Proposed conversion of garden studio into holiday let with the addition of annex use and garden shed.

**Resolved: Support**

*7.52pm one member of the public left the meeting*

##### **PA/2023/1406: Moat Farm House, Oak Grove Lane, High Halden**

Lawful Development Certificate - Existing use of land for domestic purposes.

**Resolved: Strongly support.**

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

#### **Approvals:**

##### **PA/2023/1107 – Durrants Court, Ashford Road, High Halden**

Proposed outbuilding/carriage house and associated works.

##### **OTH/2023/1335 – Badgers, Ashford Road, High Halden**

Oak adjacent to pond – removal of all dead wood, reduce length of large lateral branch (estimated 5-6m) and works to several other branches and those that are touching the garage roof.

##### **PA/2023/1312 – 10, Hookstead, High Halden**

Single storey rear extension with roof lights.

##### **PA/2023/0929 – Wrens Nest, Wren Nest Lane, High Halden**

Proposed two storey rear extension.

##### **PA/2023/1058 – Little Hookstead Farm, Little Hookstead Oast, Wrens Nest Lane, High Halden**

Installation of roof mounted solar panels to house and garage.

##### **PA/2023/0679 – Rectory Barn, Greenside, High Halden**

Proposed minor engineering earthworks within an area of an existing pond and partial fill to create a reduced area of pond.

**Refusal:** None to note.

#### **Withdrawn:**

##### **22/00635/AS – Agricultural Buildings at Egerden Farm, Martens Lane, High Halden**

Change of use from Agricultural to dwelling houses. Conversion of 1no. building, together with demolition works, into 3no. dwelling houses with associated parking, garden, landscape and biodiversity enhancement.

#### **Appeal:**

##### **22/00085/AS – 1 Durrants Green, Ashford Road, High Halden**

New detached dwelling and detached garage

#### **Other Planning Matters**

ENF/2023/0258: Gateway feature at the development at Hopes Grove has not been sited in accordance with the agreed plans under 17/00952/CONB/AS. Enforcement are due to undertake a site visit.

### **118/23 Financial Report**

#### **/23-1 To note the completion of the limited assurance review for the year ending 31 March 2023**

Members were pleased to note that the External Auditor has completed the review of Sections 1 and 2 of the Annual Governance & Accountability Return (AGAR) and have concluded that the information is in accordance with Proper Practices and that no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Initials: .....

**/23-2 Notice of Conclusion of Audit**

The Clerk has arranged for the Notice of Conclusion of the Audit to be displayed on the website and noticeboard along with the relevant sections of the AGAR.

**/23-2 Poppy Wreath for Remembrance Service**

**Resolved: To purchase a wreath for £25.00.**

**/23-4 To agree payments in accordance with the Budget:** Cllr. Robinson checked the invoices against the payment schedule and it was **resolved** for Cllr. Robinson and Drury to authorise the payments online.

**Payments:**

| <b>Cheque/Transfer</b> | <b>Details</b>   | <b>£</b>  |
|------------------------|--|-----------|
| Transfer               | L Goldsmith (Expenses)                                       | 73.91     |
| Transfer               | L Goldsmith (Salary)   | 765.60    |
| Transfer               | HMRC (L Goldsmith)   | 191.20    |
| Transfer               | Ashford Borough Council (Treeworks)                          | 1050.00   |
| Transfer               | Barrie Croucher (Caretaker services)                         | 62.52     |
| Transfer               | CGM (Ditch Clearance)  | 17,722.13 |
| Transfer               | David Ball (Poppy Wreath)                                    | 25.00     |
| Transfer               | Brewmasters (Reimburse football post installation materials) | 28.51     |
| Transfer               | Mint Fresh (Bus stop cleaning x 2 months)                    | 128.70    |
| Transfer               | Hair Academy (Printing newsletter)                           | 70.00     |
| Transfer               | Npower (Electricity pavilion)                                | 91.39     |
| Transfer               | Lionel Robbins (Internal Audit)                              | 90.00     |
| DD                     | Google Cloud   | 73.60     |

**Receipts:**

| <b>Details</b>                          | <b>£</b>  |
|---|-----------|
| Ashford Borough Council (S106 Drainage) | 11,695.00 |
| HMRC (VAT Refund)                       | 2915.78   |
| Brewmasters (Football Fee)              | 290.00    |
| High Halden Hornets (Football Fee)      | 290.00    |

**Balances as at 11 September 2023**

**Unity Trust Account: £68,076.44**

**119/23 Reports**

**/23-1 Ward member:** Ward Member Alan Pickering discussed the process of the Call for Sites and explained that since the last Local Plan was adopted that High Halden has grown 25% in housing and also has 45% of all the gypsy and traveller sites in Ashford. Ward Member Alan Pickering mentioned the consultation on a proposal to move ABC offices from the Civic Centre to International. Eurostar has announced its services may not stop in Kent again until 2025. The trains have not called at Ashford or Ebbsfleet since March 2020, which was originally due to the coronavirus pandemic. Ward Member Alan Pickering advised that ABC will continue to push for the service to be resumed in Ashford.

**/23-2 Highways:** It was noted that Ward Member Alan Pickering has contacted County Councillor Mike Hills to enlist his help in getting the potholes in High Halden repaired. Members approved a suggestion from the Clerk to purchase 30mph warning stickers for wheelie bins. It was agreed that the Clerk should hand deliver these to all residents living on 30mph roads in the parish and request that they are placed on their bins. The Clerk was asked to contact KCC about improving the footpath from Ransley Oast to the school to make it complete.

**/23-3 Marketing/projects:** None to consider.

**/23-4 KALC:** The minutes of the meeting held on the 6 September 2023 will be circulated.

Initials: .....

**120/23 Information items:**

**/23-1 HHVEC Update:** It was noted that a meeting is due to be held on the 13 September 2023.

**/23-2 High Halden Helping Hand Group:** There was no update.

**/23/3 Consultations:**

The following consultation was noted:

Kent Mineral Sites Plan: Second call for sites

**121/23 Items for the next Parish Council meeting:**

Bank reserves.

**122/23 Date of the next meeting**

**The next Parish Council Meeting will be held on Monday 9 October 2023 at 7pm in the Memorial Hall.**

The meeting closed at 8.08pm

Signed: .....

Date: .....

Initials: .....