

# **ROLVENDEN PARISH COUNCIL**

*Minutes* of the parish council meeting held **TUESDAY 16<sup>TH</sup> FEBRUARY 2016, 7.30PM**, The Pre-School Room, 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 I.Newman, Cllr Mrs J.Marston, Cllr Mrs J.Stace, Cllr Mr B.Hindley, Cllr Mr. M.Hook, Mrs J.Serra, Clerk to the Council, Mr D.Newman, local press correspondent, two residents.

**Apologies for absence** – were accepted from Cllr Mr J.Wilkins (on holiday) and Cllr Mr G.Tiltman(illness)

**(a) Declarations of Members Disclosable 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 to be made relating to items on this agenda.-none

**(c) Declarations of Members Other Interests** –not required to be disclosed under (a) and (b) but voluntary announcements made only for transparency reasons. Cllr Mr M.Hook- declared being a member of the Weald of Kent Protection Society.

**106. DRAFT Minutes** of the parish council Extraordinary Meeting held 12<sup>th</sup> January 2016 and the parish council meeting held 19<sup>th</sup> January 2016, copies having been sent to each parish councillor, were agreed , approved and signed as a correct record.

The Chairman allowed members of the public present to state their interests prior to the start of the formal agenda (7.30pm).

Mr Bryant queried whether the parish council had consulted Hole Park Estate about Halden Field and if further progress had been made in relation to Barratt Field. He gave his opinion on the work needed on the current pitch at the present time and asked that Rolvenden Football club be given details of the grass cutting contractor as the entrance gate would need to be unlocked to the present pitch.

Mr Bryant was informed that the contract for grass cutting is for the work to start in March.

Mr Bryant was advised that he was not allowed to speak in the formal meeting that followed.(7.50pm)

**107. Planning** – all related matters

**[i]** Applications for CONSULTATION received from Ashford Borough were considered **15/01681/AS** Combining two small ponds to form one larger pond. Total area not exceeding 0.34 hectare. Pooh Corner, Benenden Road, Rolvenden. Supported. No comments

**[ii]** Applications for CONSULTATION received 9<sup>TH</sup>-16<sup>TH</sup> February 2016 from Ashford Borough to be accepted and considered at this meeting- none received.

**[iii] Halden Field-** (a) Section 106 monies from the proposed development- deferred from January meeting – Cllr Mr B.Hindley expressed his concern that these monies might be swallowed up by Ashford BC. He stated Rolvenden should benefit by the provision of allotments, refurbishment of children’s play areas and the creation of apprenticeships with local businesses. To remind Ashford BC that the parish council had asked for Section 106 monies from the new development to be given to projects in Rolvenden . AGREED. Cllr Hindley to create a reminder of the facts to send to the planners. (b) Planning application for the proposed development to go to Ashford BC’s planning committee in either April or May. The parish council had stated their objections to the proposed design presented by Taylor Wimpey and their objections were formalised by planning consultant Tony Fullwood and submitted by the due date to Ashford BC.

**[iv] Barratt Field-** Cattle had strayed onto the new pitch causing damage. No further work was possible until early spring. There followed a lengthy discussion with interruptions from Mr Bryant

**107. Planning** – all related matters

[v] Consent REFUSED BY Ashford Borough to the following application- noted  
**15/01684/AS Listed Building Consent**-internal alterations including the raising of an existing beam on the first floor to create extra headspace, the existing ladder stair leading to the attic to be raised also the installation of a bathroom to the first floor. 14 Regent Street, Rolvenden

[vi] Application WITHDRAWN at applicant's request- noted

**15/01083/AS** – Removal of condition 7 approval 11/01424/AS to allow for unrestricted operating hours. Copfield Farm, Hastings Road, Rolvenden

[vii] Planning related matters not raised elsewhere on this agenda were accepted.

Consent GRANTED by Ashford Borough to the following applications - noted

**15/01576/AS** Erection of replacement two bay garage with room above, Walnut Tree Cottage, 31 Mounts Lane, Rolvenden. Five conditions

**16/00007/AS** Insertion of dormer window to front elevation and 3no.rooflights in rear elevation. Burbage, Frensham Road, Rolvenden Layne. Four conditions

**108. Neighbourhood Development Plan;**(a) Character Area Assessments of Rolvenden and Design Guidelines sections 1-6, received from Mrs Curtis-Woodcock as DRAFTS in advance of them being readied by the consultant for Ashford Borough and the inspectors. These were well written with a good description of Rolvenden at present. Parish councillors acknowledged that Mrs Curtis-Woodcock had done an exceptional amount of hard work to complete this section of Rolvenden's Neighbourhood Development Plan. AGREED

**109. Ashford Borough Council** – (a) Parish & Urban Forum meeting held 27<sup>th</sup> January 2016-The chairman had attended. Matters raised included a consultation on ward boundary changes, consultation on the M20/10a junction.-no action (b) Mr D.Rivers is to resign as chairman of this meeting.

**110. Kent County Council:** Mobile Library Service- Consultation on the proposal to re-design and improve the service across the county ([www.kent.gov.uk/mobilelibraries](http://www.kent.gov.uk/mobilelibraries)). There was concern at the closure of the service in Rolvenden Layne which is the most likely location to need the service of the mobile library as there is no public transport to Tenterden/Ashford. To encourage as many people as possible to respond to the consultation.

**111. Kent Assoc.Local Councils:** (a) The Dynamic Councillor Workshop, Thursday 3<sup>rd</sup> March, 9am, Lenham Community Centre- noted. To inform clerk if they attend. (b) Good Councillors Guide 2016- four copies requested. (c) Parish news-February 2016, copy to each parish councillor

**112. Kent Highways:** (a) Parish visit with Highways Steward was to be held 10<sup>th</sup> February.- Highway Steward reported as being off sick and not available for the meeting. Members notified at 10am of the same morning. A list had been prepared of matters needing attention which still has to be presented to the Highways Steward. This list included all matters mentioned in the meeting.

**113. Bus Service-** restricted service to Monypenny of no.2 Bus- the draft letter from Cllr Tiltman in reply to the response from Stagecoach had been received by each parish councillor. Parish councillors agreed the content in principle. The clerk was asked to send the letter on behalf of the parish council.

**114. Rolvenden Primary School** – swimming pool project- visit by parish councillors. Date received from the School for the presentation - Tuesday 1<sup>st</sup> March, 2pm. Noted. Parish councillors who were available would attend.

**115. Signs in the village:** (a) Finger post on junction of High Street/Benenden Road- one informal quote had been obtained prices for replacing the fingerpost. There had been no response from other avenues of enquiry. Discussed at length. The yellow signs were still present in the village advertising the properties at Great Maytham.

**116. Web site of the parish council:** (a)Update and matters arising. (b)To decide whether webmaster has authority to publish articles on behalf of the council or how else to agree items without undue delay. No decision made on this matter due to the absence of the webmaster.

The suggestion was that three parish councillors could be consulted by e-mail to authorize an article to be published on the web site- deferred to another meeting.

Mr Bryant asked for the agenda of the meetings to be put on the web site. Noted by the Clerk

**117. Football Club-** letter received requesting the parish council to provide for extra mowing of the football pitches -copy to each parish councillor. The request to be considered. The Chairman and Vice Chairman are to meet the contractor to discuss arrangements for the football club and the cricket club.

**118. Letter from resident** – with their request to be considered as a candidate for the parish council. Copied to each parish councillor. Reply to be sent by the clerk with the details of how to become a councillor.

**119- Letter of appreciation**– request from Cllr Newman for the parish council to send a letter of appreciation to residents for their voluntary maintenance work in the parish. **AGREED** a letter to be sent to the individuals by the parish council.- Cllr Mrs I.Newman to provide a draft copy.

**120. Parish Annual Meeting-** to be held 28<sup>th</sup> April 2016- Newsletter and arrangements for the meeting. Refreshments to be provided as in previous years. Parish councillors asked to give articles for the 2016 Rolvenden Update.

**121. Finance-** related matters accepted.

[i] NALC- updated Model Financial Regulations January 2016- considerations by the Parish Council- deferred to another meeting.

[ii] List of Parish Precepts 2016/2017 received from Ashford Borough- for information-noted

[iii] Request from Rolvenden PCC for the annual donation for **2015** –£1697.50 - agreed at parish council's finance meeting held 9th December 2014.- noted draft accounts received. **AGREED**

[iv] Resolved to pay the following accounts:

(a) Mr S.Brooks, £120, Four weeks @ £30 per week re collecting litter in the parish

(b) Tony Fullwood Associates- £604.32(£503+vat£100.72), professional planning advice re application 15/01555, Halden Field.

(c) Commercial Services, £258, (£215+vat£43.00)-for two new cradle swings in play area, Rolvenden recreation ground.

(d) Mrs J.Serra, £413.83, clerk's wage plus reimbursement of expenses for 19<sup>th</sup> January to 15<sup>th</sup> February 2016- £60.76 = £474.59

[v] Accounts presented at this meeting to be accepted and considered for payment.-none received

[vi] Financial matter not raised elsewhere on this agenda was accepted and considered- the additional clearance of leaves on Maytham Road from The White House to Great Maytham, the quote of £90 obtained for this work was accepted and agreed

**122. Other Matters for Information:** *issues can be raised which involves no more than an exchange of information. NO DECISIONS can lawfully be made on matters raised under this exchange [LGA1972 sch12]*

[a] **Local Government Boundary Commission** – Electoral Review of Kent: Final Recommendations- Notification of the full report being available on their website <http://www.lgbce.org.uk/current-reviews/south-east/kent/kent-county-council>. There are no changes proposed for Rolvenden.

Copy of notification given to each parish councillor.

[b] Newcomers Welcome Party, courtesy of Rolvenden PCC to be held Friday 15<sup>th</sup> April ,6.30pm

[c] Cllr Mr Hindley was concerned about small amounts of funds being taken from the bequest of Hildegard Sykes and depleting the sum intended for a project in her memory. Cllr Mr Hook explained the graveyard project was of historical interest in Rolvenden and local history was a major interest of Mrs Hildegard Sykes, thus the amount of £250 was taken from the fund for this project.

[d] For future meetings, members of the public wishing to speak would be limited to a minimum time.

[e] There is to be only one collection from the post box in Rolvenden Layne.

[f] Cllr Mrs Curtain is to have a meeting with William Train, 17<sup>th</sup> February 10am to discuss possible improvements in parking facilities in Rolvenden.

*Meeting closed 9.30pm*

*Mrs J.M.Serra, Clerk to the Council  
23<sup>rd</sup> February 2016*

*Signed-----date-----*