



ROLVENDEN PARISH COUNCIL

MINUTES of the Parish Council Meeting held on Tuesday 16 August, 2016 at 7.30pm, in the Pre-School Room, Rolvenden Village Hall, Maytham Road, Rolvenden, Cranbrook, Kent TN17 4ND for the purpose of transacting the following business:

Present: Cllr. Mr. D. Murray, Cllr. Mrs. D. Curtain, Cllr. Mrs. I Newman, Cllr. Mr. M. Hook, Cllr. Mrs. J. Stace and Mr. G. Willard - Clerk to the Council.

Apologies for absence: were accepted from Cllr. Mr. B. Hindley (unwell),
Cllr. Mr. G. Tiltman (holiday) and Cllr. Mrs. J. Marston (hospital appt.)

(a) Declarations of Members' Disclosable Pecuniary Interests: *under the Localism Act 2011 to be made relating to items on this Agenda* – Cllr. Mr. Duncan Murray declared an Interest as an applicant for Planning Permission under Item 202. Planning. Cllr. Mr. Michael Hook declared an Interest as a recipient of payment for services rendered to the Parish Council under Item 204. Finance.

(b) Declarations of Members' Other Significant Interests: *under the Kent Code of Conduct adopted in August 2012 by the Parish Council, to be made relating to items on the Agenda* – Item 199. Finance – Cllr. Mrs. Denise Curtain declared an Interest as Book-keeper for the Parish Council's Contractor J.P. Oakeley (Grass Cutting in the Parish).

(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. Michael Hook declared his membership of the Weald of Kent Preservation Society.

201. DRAFT MINUTES of the Parish Council Meeting held on Tuesday 19 July, 2016, copies having previously been sent to each Parish Councillor, were agreed, approved and signed as a Correct Record.

202. Planning – All related matters.

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

16/01115/AS Removal of a single storey side extension and reconfiguration of internal layout.
The White House, Maytham Road, Rolvenden, Cranbrook, Kent TN17 4NE.

16/01116/AS Listed Building Consent for the above.

Cllr. Mr. Duncan Murray who had already declared an Interest under the Declaration of Members' Disclosable Pecuniary Interests (a) withdrew from the room for the duration of the discussions.

Resolved: The Parish Council supports this Application.



16/01119/AS Removal of Condition 6 on Planning Permission reference 84/01247/AS restricting the occupancy of the dwelling to persons employed in agriculture.
Lowden Farm Bungalow, Maytham Road, Rolvenden, Cranbrook, Kent TN17 4PX.

Resolved: The Parish Council strongly supports this Application.

16/01132/AS Change of use and conversion of barn and two bedroom dwelling with associated landscaping, parking and gate/fencing.
Half Crown Barn, Tenterden Road, Rolvenden, Cranbrook, Kent TN17 4JJ.

Resolved: The Parish Council strongly objects to this Application.
Cllr. Mr. Duncan Murray to draft a response to Ashford Borough Council.

[ii] Applications for CONSULTATION received between 9 – 16 August from Ashford Borough Council to be accepted and considered.

16/01188/AS Increase in height of first floor ceiling and addition of first floor bathroom.
14 Regent Street, Rolvenden, Cranbrook, Kent TN17 4PE

Resolved: The Parish Council have no objection to the application in principle but would request that the alterations are carried out in such a way that the result is sympathetic to the age, nature and style of the building.

16/01149/AS Addition and removal of partition walls and doors on the ground floor to create utility room; addition of partition bedroom wall on first floor; installation of boiler; restoration of fireplace.
29 Winsor Road, Rolvenden Layne, Cranbrook, Kent TN17 4NL

Resolved: The Parish Council supports this Application.

16/01210/AS 1) Change of use of oast house to business use (class B1); external staircase, extension to east elevation to provide WC.
2) Listed Building – Conversion of oast house to include external stair to east elevation; internal doors and windows on ground floor; replacement internal staircase; provision of ground floor WC; removal of ground floor partition wall; WC provision in east roundel; demolition of existing extensions on east elevation.
Halden Place, Halden Lane, Rolvenden, Cranbrook, Kent TN17 4JG.

Resolved: The Parish Council supports this Application.

[iii] Consent GRANTED by Ashford Borough Council to the following Applications to be accepted and considered – none.

[iv] Halden Field – related matters to be accepted and considered.

Cllr. Mrs. Denise Curtain has received an update from Lucy Holloway which reads verbatim “I met with Taylor Wimpey back in June to discuss the amendments. In a nutshell, they are not moving on the layout but they have improved the relationship of the development with Halden Lane and as you know, introduced some smaller units. There has been a slight improvement to the spacing to the rear of the site. In turn, the visual appearance of the dwellings has been significantly improved, introducing more of a traditional Kentish, vernacular style that reflects that found in the village. However, I have not seen fully made up elevations and of course they need to amend their

[iv] Halden Field - continued.

Design and Access Statement to demonstrate how they have assessed the character of the locality and how this has influenced their design. I was told that an amended scheme would be submitted at the end of June but this has not been forthcoming. I am going on holiday for a week so I have chased the Agent to see where we are at".

Cllr. Mrs. Irene Newman mentioned that a hole has been cut in the hedge which can be seen as you go into the gateway of the football field, on the right at the back of the field there is a portion of hedge that has been removed. Cllr Mr. Duncan Murray advised members to keep an eye on developments in this respect.

Comment was also made about the amount of water that pours down Halden Lane.

[v] Barratt Field - related matters to be accepted and considered.

Nothing new to report.

[vi] Planning Related Issues - not raised elsewhere on this Agenda to be accepted and considered.

16/00835/AS AMENDED APPLICATION for subdivision of plot and construction of a new two storey detached property with new access from Maytham Road.
Little Court, Maytham Road, Rolvenden, Cranbrook, Kent TN17 4ND.

Submission of objections(s) to the Planning Committee for a meeting in September or October, exact date to be advised.

Borough Councillor Mr. Mike Bennett has told Planners that he wants this Application to go to full Planning Committee.

It was reported by Cllr. Mrs. Irene Newman and Mr. & Mrs. Hamilton from Barton Lodge that there had been another accident at the location on 1 August, 2016

Submission of objections to Ashford Borough Council to be drafted by Cllr. Mr. Duncan Murray.

203. Neighbourhood Development Plan – related matters to be accepted and considered.

Work is ongoing on this project.

204. Finance – related matters to be accepted.**[i] Resolved to pay the following:**

| | | |
|---------------------|---|------------------|
| J.P. Oakeley | £1,110.00 for Grass Cutting in the Parish itemised as follows: | |
| | Mowing Recreation Ground and Rolvenden Layne Field 1 July, 14 July & 28 July, 2016 | £300.00 |
| | Mowing Playing Areas, emptying bins and raking chippings 1 July, 15 July & 28 July, 2016 | £255.00 |
| | Mowing Village Hall and War Memorial 1 July, 15 July & 28 July, 2016 | £225.00 |
| | Cutting Verges 1 July, 15 July & 28 July, 2016 | £90.00 |
| | Spreading 12 bags of wood chip 29 July, 2016 - 4 people x 6hrs @ £40.00 per hour | £240.00 |
| | Total: | £1,110.00 |
| Mr. S. Brooks | £120.00 for Litter Collection in the Parish. 4 weeks @ £30.00 per week. | |
| Mr. G. Willard | £413.20 for Clerk's wages for period 20 July to 16 August plus expenses of £47.60. Total: £460.80. | |
| Playsafety Limited | £157.50 plus VAT of £31.50. Total: £189.00 for provision of Safety Reports for playgrounds at the Layne and the Streyte. | |
| Viking Direct | £58.97 plus VAT of £11.79. Total: £70.76 for stationary supplies. | |
| St. Mary the Virgin | £1,697.50 for the Parish Council's contribution towards the cost of maintaining the churchyard for the year 2015/2016. | |
| K.A.L.C. | £72.00 for registration fee for Clerk to attend training course "An Introduction to Finance for Local Councils" on 4 October, 2016. | |

[ii] Accounts presented at this meeting to be accepted and considered for payment.

Invoice received from Cllr. Mr. Michael Hook in the sum of £37.75 for work carried out on a bench in the High Street. Previously declared under Declarations of Members' Disclosable Pecuniary Interests (a).

[iii] Financial matters not raised elsewhere on this Agenda to be accepted and considered.

Cllr. Mrs. Irene Newman reported on the issues with Lloyds Bank on the changing of the signatories to include the new Clerk and remove Mrs. J.M. Serra (retired Clerk). Information supplied by the bank on this process is inconsistent which has resulted in severe delays in processing.

The Clerk advised that a third set of forms had been submitted to the Bank for processing and that he would report back with developments in due course.

205. Other Matters for Information – *issues may be raised which involve no more than an exchange of information. NO DECISIONS can lawfully be made on matters raised under this exchange.*

LGA1972 Sch. 12.

[a] Speed Indicator on Hastings Road adjacent to Rolvenden Primary School. Cllr. Mr. Michael Hook raised concerns over the continued lack of the speed indication device. The Clerk informed the Parish Council that he has information in this respect that will be presented at the next Meeting as this meeting was for Planning and Finance only. The Clerk to write a letter to the Headteacher at the school to explain the current situation with regard to the Speed Indicator.

[b] Electronic Archiving of Documents. Cllr. Mr. Michael Hook requested that it be Minuted that he strongly objects to the process of Electronic Archiving of Documents that was discussed at the previous Meeting (19 July, 2016). The Clerk advised that the process of Electronic Archiving had, as yet, not been started.

The Chairman, Cllr. Mr. Duncan Murray concluded the Meeting at 8.45pm.

Signed: _____

Date: _____

20 Sept 16