



# Rolvenden Parish Council

Minutes of a meeting of Rolvenden Parish Council held on Tuesday 20<sup>th</sup> March 2018 at 7.30pm in The Pre-School Room, Rolvenden Village Hall, Maytham Road, Rolvenden, Cranbrook, Kent TN17 4ND.

Present: Cllr D Murray (Chairman), Cllr Mrs D Curtain (Deputy Chairman), Cllr B Hindley, Cllr Mrs I Newman, Cllr Mrs J Stace, Cllr R Wilcox and Cllr J Wilkins.

In attendance: Peter Setterfield PSLCC, Locum Parish Clerk and Responsible Financial Officer.

Also present: 6 residents.

30. **APOLOGIES FOR ABSENCE:**

Cllr M Hook (unwell), Cllr G Tiltman (unwell).

31. **DECLARATIONS OF INTEREST:**

**a. Declarations of Members' Disclosable Pecuniary Interests:**

Cllr B Hindley, Chairman of Rolvenden Cricket Club, Trustee of the War memorial trust

Cllr Mrs D Curtain, Trustee of the War Memorial Trust

Cllr Mrs I Newman, Trustee of the War Memorial Trust

**b. Declarations of Members' Other Significant Interests:**

None.

**c. Declarations of Members' Other Interests:**

Cllr J Wilkins, Church Fabric Committee

32. **MINUTES:**

The minutes of the Parish Council held on 20<sup>th</sup> February 2018 were submitted, agreed as a true record and signed by the Chairman.

33. **PUBLIC PARTICIPATION:**

PCSO Kate Richardson attended to introduce herself as she is now the local PCSO together with her colleague Luke. She reported that there has been an increase in the number of burglaries and asked for residents to report any suspicious activity either on 111 or online, if a crime is taking place 999. Only by reporting will true numbers be available. A resident asked if the parking of HGV's in the village awaiting access to Halden Lane could be curtailed.

A resident raised the issue of the accidents on the corner of Maytham Road during the snow as cars are parked very close to the junction. The matter will be raised with the Borough Council to see if yellow lines could be placed there.

A resident raised an issue about the footpath at the Junction of Halden Lane and Gatefield Close as it has sunk due to the HGV's crossing to access the building site. This will be reported to KCC.

It was reported that a temporary car park is being constructed next to the construction site in Halden Lane, possibly without the knowledge of the Planning Department. Cllr Curtain will follow this up.

**34. FINANCIAL REGULATIONS:**

Revised Financial regulations were circulated to Councillors prior to the meeting.

**RESOLVED: To adopt the Financial Regulations placed before the Parish Council.**

**35. DATA PROTECTION:**

Registration with the Information Commissioners Office has been completed.

The Parish Council is asked to note that with effect from 25<sup>th</sup> May 2018 the Data Protection Act 1998 will be superseded by the General Data Protection Regulation which will have an impact on the Parish Council.

The Clerk advised that although all the requirements of the regulation will not be in place for the 25<sup>th</sup> May as long as progress is being made towards it no action will be taken against the Parish Council.

**36. PLANNING:**

Planning application 18/00267/AS – Copfield Farm, Hastings Road, Rolvenden – Removal of condition 7 of application 11/01424/AS to allow 24 hour a day 7 days operation.

**RESOLVED: The Parish Council wish to record a holding objection to the application as insufficient information has been provided, especially the lack of a transport statement to justify the request and a lack of evidence of the marketing effort to date.**

Planning application 18/00820/AS – Potmans Heath Cottage, Wittersham – Removal of conservatory and replacement with part side, and part rear, one and two storey extension.

**RESOLVED: The Parish Council supports the application.**

Planning application 18/00326/AS – Puddingcake House, Puddingcake Lane, Rolvenden – Change of use and rebuild of an existing outbuilding to create a new holiday let facility (minor material amendment to previously approved planning application 17/01498/AS to include re-orientation of the building, landscaping details and drainage plan)

**RESOLVED: The Parish Council objects to this application as the drawings do not match the proposed site plan which shows an extension which appears to be in the region of 2.5 metres 15% of the existing footprint. This would appear to be in effect a new building using salvaged materials and therefore does not comply with Policies TRS11 and TRS12.**

Planning application 18/00391/AS – Pooh Corner, Benenden Road, Rolvenden – New first floor balcony to rear of dwelling.

**RESOLVED: The Parish Council supports the application subject to a review to ensure there is minimal overlooking of the holiday lets to the rear.**

Other planning matters.

37 Sparkeswood Avenue – it has been indicated that the planning officer is minded to approve the application, Borough Council Ward member M Bennett has requested that the application be put before the planning committee.

**37. ASHFORD BOROUGH COUNCIL CONSULTATION:  
Gypsy, Traveller & travelling showpeople Issues and Options, & Search for available land for Gypsy and Traveller Pitches.**

This consultation will inform the Development Plan Document which will set out the future of Gypsy and Traveller development within the Borough.

In addition to these issues and options, the document presents the opportunity for sites to be put forward for inclusion as specific allocations in the Development Plan Document.

The Parish Council, when undertaking the research for the Neighbourhood Plan enquired as to the availability of land for development and for Gypsy and Traveller pitches, the result was that there was no land available for pitches.

**RESOLVED: To advise the Borough Council that landowners had been approached and that no sites were available for submission.**

**38. HALDEN FIELD:**

The only issue raised was the condition of the road as there is a trail of mud on the road from the site for approximately  $\frac{3}{4}$  mile towards Tenterden. The matter was to be raised with the Planning Department and Kent Highways.

**39. BARRETT FIELD:**

A discussion was held over land and pavilion proposals, no decisions were made.

**40. PAVILION PROJECT:**

As agreed at the meeting on the 20<sup>th</sup> February a letter was sent to the landlord regarding the lease. A response has been received stating that this is a private document, however it has also been confirmed that it is not registered. Therefore grant funding for the project is highly unlikely, a suitable letter advising the Football Club of this is to be sent.

**41. COMMUNITY TRANSPORT INITIATIVE:**

A Survey has been sent to potential users of the service, to date 50% have been returned with 96% being positive. So far 6 potential drivers have come forward. Ashford Borough Council lawyers are drawing up the necessary documents as they will supply and insure the minibus. Drivers will be required to take the Blue Lamp test at a cost of £85, it is possible the Borough Councillor may fund this from his grant budget.

It is proposed that the vehicle will be stored on a hard standing in Moneyppenny as this is Borough Council land covered by CCTV. Councillor Tiltman will be administering the scheme.

**42. NEIGHBOURHOOD DEVELOPMENT PLAN:**

No further developments at this stage as it is still within the consultation period.

**43. FINANCE:**

Letter received from St Mary the Virgin, Rolvenden seeking continuation of the grant for mowing the Churchyard.

**RESOLVED: To award a grant of £1,200 payable in two instalments in April and October.**

Payments authorised at the meeting

Cheque no	Payee	Amount
300012	Kent Association of Local Councils	£144.00
300013	P Setterfield	£625.60
300014	P Setterfield	£48.26
300015	BT Payphones	£1.00
300016	PCC St Mary The Virgin, Rolvenden	£175.00

**44. SECTION 106 FUNDS:**

Cllr Murray has had a meeting with one of the Officers at Ashford Borough Council to confirm the availability of funds and the purposes for which they can be utilised. A specific plan needs to be drawn up and submitted for consideration.

**45. HISTORY GROUP:**

The History Group had submitted a detailed request for funding prior to the meeting. The Parish Clerk has ascertained that the Borough Council has grant funding available for groups such as the History Society.

Councillor Hindley proposed that the History group lectures could be funded from the Hildegard Sykes bequest.

**RESOLVED: The Parish Council would make a £500 grant to the History Society and that the History Society would submit an application to the Borough Council.**

**46. STREYTE PLAY AREA:**

Discussion took place over regular inspections of the play area, further research is required before a final decision is made.

**47. BT TELEPHONE KIOSKS:**

The signed contract has been returned from BT, the telephony equipment will be removed in due course, at that time the Parish Council will be advised and it will be responsible for the upkeep.

**48. HIGHWAYS MATTERS:**

Following last months meeting the Highways Steward has attended Maytham Road and requested that a drainage engineer visit the site. This has been undertaken and although the

gully appeared to be flowing he has requested that the team come and clean the gully and jet through to the next gulleys. Any further issues to be reported.

**49. ANNUAL PARISH MEETING:**

**RESOLVED: The date of the Annual Parish Meeting was set as Thursday 26<sup>th</sup> April 2018.**