

A handwritten signature in black ink, consisting of a stylized 'J' followed by a loop and a horizontal stroke.

ROLVENDEN PARISH COUNCIL

DRAFT MINUTES of the Parish Council Meeting held on Tuesday 18 October, 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. Mrs. J. Stace, Cllr. Mr. J. Wilkins and Mr. G. Willard - Clerk to the Council.

Apologies for absence: Were accepted from Cllr. Mr. B. Hindley, Cllr. Mr. G. Tiltman, Cllr. Mrs. J. Marston and Cllr. Mr. M. Hook – due to family circumstances and illness.

(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 in August 2012 by the Parish Council, to be made relating to items on the Agenda – Item 229.*
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) and as Mother-in-Law to Brian Mercer who has submitted 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 – None*

220. DRAFT MINUTES of the Parish Council Meeting held on Tuesday 20 September, 2016, copies having previously been sent to each Parish Councillor, were agreed, approved and signed as a Correct Record.

Prior to the formal meeting, the Chairman Cllr. Mr. Duncan Murray invited Mrs. O'Neill the new Headteacher at Rolvenden Primary School to speak and also members of the public to express their views on the development of Halden Field in order that they be taken into consideration when compiling the Parish Council's new submission to Ashford Borough Council. Members of the public were also invited to express their views on the possible installation of bollards in the High Street to prevent unauthorised parking on the Verges and possible subsequent damage to footpaths and services.

During this open discussion it was agreed by way of a Member's vote to go ahead with the installation of the bollards in the High Street and the knee rail at St. Mary's Green. The Clerk to liaise with Kent County Council Highways about the bollards and Cllr. Mrs. Denise Curtain to liaise with Ashford Borough Council about the knee rail.

This refers to item 228(b) Highways on the Addendum Sheet.

221. Planning – All related matters.

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

16/01445/AS Erection of Joinery Workshop building.
Halden Lane Farm, Halden Lane, Rolvenden, Cranbrook, Kent TN17 4JG.

The Parish Council supports this application but asks that the colour of the building be such that it blends into its surroundings as far as possible.

16/01487/AS Proposed new driveway and dropped kerb.
2 Regent Street, Rolvenden, Cranbrook, Kent TN17 4PE.

The Parish Council supports this application provided that the visibility issues are resolved.

[ii] Applications for CONSULTATION received between 11 – 18 October from Ashford Borough Council were accepted and considered.

None.

[iii] Consent GRANTED by Ashford Borough Council to the following Applications were considered.

None notified.

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

The Chairman, Cllr. Mr. Duncan Murray updated Members on the Public Meeting held on 12 October at the Village Hall for the benefit of those unable to attend.

Cllr. Mr. Duncan Murray and Cllr. Mrs. Denise Curtain have subsequently been working on a further submission to Ashford Borough Council, the deadline for receipt of which is 26 October.

Cllr. Mr. Graham Tiltman's proposal to reduce the number of houses from 40 to 36 was approved by Members.

Various points and issues concerning the development were discussed in detail and will form the basis of the Parish Council's submission. A final draft of the submission will be sent to all Members prior to submission to Ashford Borough Council.

[v] Barratt Field – related matters were accepted and considered.

None.

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

None.

**222. Neighbourhood Development Plan.**

Lynn Curtis-Woodcock reported that she had completed all the work necessary on the Neighbourhood Development Plan and subject to being forwarded to Tony Fullwood to identify the individual Policies within the Plan, it will then go out to Consultation. However, no timeframes are available for this at present.

223. Brown Garden Waste Bin.

Members agreed to fund the cost of a brown garden waste bin for the use of a resident who maintains the flower beds in Sparkeswood Close.

224. Bus Shelter at The Layne.

Cllr. Mrs. Denise Curtain informed Members that some Layne residents would like to smarten up the bus shelter. The Clerk has been in contact with Ashford Borough Council to ascertain whether the shelter comes under the control of their Engineering Services Department and is awaiting a reply. The Clerk will contact Ashford Borough Council again to obtain a response and report back to Members.

225. Remembrance Sunday

Members agreed that the Parish Council would lay a wreath at the Remembrance Sunday service on 13 November. The Clerk to contact Val Sutton with regard to the wreath.

226. Oak Tree in the Pre-School Garden.

Cllr. Mr. John Wilkins reported to Members that the Oak tree in the small Pre-School garden is causing concern. Firstly, the canopy is now quite large which is posing a problem when clearing the high level gutter of the Village Hall and secondly, the roots are disturbing the paving by the boiler room and there has already been one accident there.

It was suggested that the services of a qualified Tree Surgeon be employed to bring the Oak tree under control. Cllr. Mr. John Wilkins to look into this and report back to Members.

227. Speed Indicator on the A28.

The costs of a fixed speed indicator were discussed together with the specified criteria for being permitted to install one. Mrs. O'Neill, the Headteacher of Rolvenden Primary School suggested that she approach Kent County Council in this respect.

228. Display Boards.

Members discussed the possibility of purchasing a display board system for use in future displays (specification of the system supplied by the Clerk to Members). It was agreed that one display system was to be purchased. The storage of the display system to be discussed with the Village Hall Manager.



228(a) Bonfires at Gatefield Cottages.

Cllr. Mr. Graham Tiltman wished to update Members on this but in his absence this was not possible.

228(b) Highways

Bollards in High Street and Knee Rail at St. Mary's Green.

The above items were dealt with at the beginning of the Meeting at the time in the proceedings when the opinions of members of the public were invited on these matters.

229 Finance – all related matters were accepted.

[i] It was resolved to pay the following:

J.P. Oakeley – Grass Cutting	£290.00
PKF Littlejohn LLP – Audit	£240.00
Homewood School Media Centre	£75.42
Sharky Sparky – Brian Mercer	£108.00
Mr. S. Brooks – Litter Collection	£120.00
Mr. G. Willard – Clerk's Wages	£463.34
Mrs. I. Hemsley – Garden Waste Bin	£23.33

[ii] Accounts presented at this meeting were accepted and considered.

None.

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

Lloyds Bank

The Clerk reported that Lloyds Bank have now sent through the correct forms to enable the bank accounts to be managed properly. These were passed to two of the signatories to sign before being forwarded to Lloyds Bank.

The Clerk will report back at the next Meeting with respect to this ongoing matter.

230. 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.*

LGA 1972 Sch. 12.

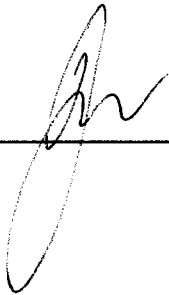
[a] Cllr. Mr. Michael Hook has asked the the Parish Council's Highways Steward to report a sunken drain cover located in the vicinity of Gatefield Cottages just past the turning into Halden Lane. Also, a further sunken drain cover in the pavement at Rolvenden Layne opposite Wesley House. The drain cover at Rolvenden Layne is of particular concern as it poses a trip hazard.

[b] Cllr. Mrs. Irene Newman requested that a letter be sent to Kent County Council Highways to thank them for their prompt service in dealing with the overhanging trees causing problems with the line of sight at the entrance to Gybbons Road.

[c] Defibrillators – Cllr. Mrs. Irene Newman reported that after the recent use of the Defibrillator located at the Village Hall, the contact pads need to be replaced. The replacement items are available for use but there is a question over where the spare contact pads should be stored. It was suggested that the Village Hall Committee be approached for their suggestions.

The Chairman, Cllr. Mr. Duncan Murray concluded the Meeting at 9.15pm.

Signed: _____



Date: _____

15 Nov 2016