



Rolvenden Parish Council

Minutes of a meeting of Rolvenden Parish Council held in St Mary the Virgin Church, Rolvenden on 4th October 2022 at 7.30pm.

Present: Cllr Mrs D Curtain, Cllr Mrs L Walker (Chairman), Cllr E Barham, Cllr S Bryant, Cllr A Johnstone, Cllr Mrs F May, and Cllr Mrs I Newman.

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

Also present: 7 members of the public and Cllr K Walder (Ashford Borough Council)

The meeting scheduled for September 15th was cancelled as a mark of respect following the death of Her Majesty the Queen Elizabeth II. The Parish Council held a two minute silence as a sign of respect and time for reflection before the meeting commenced.

783. Apologies for absence:

Cllr N Cackett and Cllr Mrs T Turner

784. Declarations of Interest:

1. Declarations of Members' Disclosable Pecuniary Interests:

None.

2. Declarations of Members' Other Significant Interests:

Cllr Mrs I Newman, trustee of War Memorial Trust, trustee of the Non-Ecclesiastical Charities. Member of the Village Hall Committee

Cllr E Barham trustee of Basil Russel Trust, trustee of the Windmill Trust, Royal British Legion.

Cllr Mrs F May, Secretary Rolvenden Village Hall

Cllr Mrs L Walker, Chair Rolvenden Village Fete

Cllr Mrs D Curtain, Trustee of War Memorial Trust

3. Declarations of Members' Other Interests:

None

785. Public Participation:

3 residents expressed their concerns about the planning application for Waterloo House and the difficulties they faced when accessing the planning application on the Borough Council website and the ability to submit comments.

786. Minutes:

The minutes of the Parish Council meeting held on 18th August 2022 were submitted, agreed as a true record and signed by the Chairman.

787. Planning:

PA/2022/2084 – Listed Building Consent – 56-58 Waterloo House, High Street, Rolvenden – Demolition of shed, original outbuilding and attached southern boundary wall.

Resolved: The Parish Council objects to the application as the proposed garden room/greenhouse appears from the plans to be 5m high with a window overlooking the neighbouring property which will affect the visual amenity. There appears to be no justification for the removal of the boundary wall.

The proposed storage area appears to be much smaller than the shed it is proposed to replace.

PA/2022/2081 – 56-58 Waterloo House, Hight Street, Rolvenden – Proposed garden room with mezzanine and greenhouse. Demolition of shed, original outbuilding and attached southern boundary wall.

Resolved: The Parish Council objects to the application as the proposed garden room/greenhouse appears from the plans to be 5m high with a window overlooking the neighbouring property which will affect the visual amenity. There appears to be no justification for the removal of the boundary wall.

The proposed storage area appears to be much smaller than the shed it is proposed to replace.

PA/2022/2090 – Puddingcake Field, Hedgeberry Farm, Rolvenden Hill, Rolvenden – Proposed erection of Agricultural polytunnel.

Resolved: The Parish Council has no objection to the proposal subject to a restriction on the size of polytunnel.

22/00411/AS – Forsham Oast, Wassall Lane, Rolvenden – to decommission my septic tank which is situated in my neighbours property (Forsham Farm) and replace it with a klargester biodisc water treatment plant located on my property.

Resolved: The Parish Council supports the application.

PA/2022/2103 & PA/2022/2370 – Lower Woolwich, Mounts Lane, Rolvenden – Proposed conversion of detached oak framed barn to annexe to main house.

Resolved: The Parish Council has no objection to the proposal subject to a condition that the converted barn remains as an annexe and the agreement of the conservation officer.

PA/2022/2249 – 14 Rolvenden Hill, Rolvenden – Proposed replacement dwelling incorporating ancillary annexe.

Resolved: The Parish Council objects to the application on the grounds that the size and scale of the proposed building would be overdevelopment of the site.

788. Finance:

Schedule of payments

Staff costs £1,074.91

Litter Picking £120.00

Tompsett Landscaping £994.00 (VAT £165.66)

Councillors Mrs Curtain and Mrs Newman verified the entries through the bank account.

Resolved:

1. To authorise the payment of the invoices presented at the meeting

2. To receive and note Report RPC/22/09

3. To receive and acknowledge the financial movements for the period 1st April 2022 to 31st August 2022.

789. Conclusion of Audit:

PKF Littlejohn LLP, the Council's External Auditor has now issued their certificate in respect of the financial year ended 31st March 2022. Their report states "*On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.*

There are no matters affecting their opinion which they draw to the attention of the authority".

790. Civility and Respect:

Report RPC/22/10 brings to the Parish Council a revised Dignity at Work Policy and details of the Civility and Respect Pledge which Councils are being asked to sign up to.

Resolved:

- 1. To receive and note Report RPC/22/10**
- 2. To receive and adopt the updated Dignity at Work Policy**
- 3. To sign the Civility and Respect Pledge**

791. Land Bequest:

The Executors' Solicitor has now forwarded the Land Registry forms to transfer the bequeathed lands to the Parish Council as sole trustee as set out in the Will of the late Miss Thoburn. The Parish Council is asked to nominate two councillors to sign the forms in accordance with the Parish Council's Standing Orders.

Resolved: To nominate Councillors Mrs Curtain and Mrs Walker to sign the Land Registry forms.

792. Halden Field:

It has been brought to the attention of the Parish Council that there is a dog resident in Halden Field that barks from dawn to dusk. This needs reporting to Environmental Health at Ashford Borough Council to investigate, this could lead to a Statutory Notice under the Environmental Protection Act 1990 being issued.

Environmental Health at Ashford Borough Council are aware of the issue and have provided diary sheets to residents to log when the dog barks.

793. Other Items for Information:

Ashford Borough Council have been approached about the possibility of placing a Christmas tree on St Mary's Green as land owner. They have responded that they are not keen saying it would impact on mowing schedules. This being the case a position on the High Street is to be considered subject to availability of power for the lights.

Some of the trees on the High Street have grown to a size where they are reducing the levels of light in the properties behind. Aspire are to be contacted to ask for the trees to be trimmed.

The tree on St Mary's Green that was cut down for safety prior to the Jubilee is to be replaced, the stump will be removed during the winter season.

Whilst renovating the Bus shelter on the High Street it was discovered that the seat was also in a poor state of repair and this has now been repaired.

The former Borough Councillor for Rolvenden, Mike Bennett has recently died funeral arrangements have yet to be arranged.

A discussion took place regarding the Borough Council planning portal and the difficulties in accessing information and the lack of notification of new applications.

Although the Ewe and Lamb public house has closed and is currently boarded up the brewery have confirmed that the power to the defibrillator will not be turned off.

There being no further business the meeting closed at 8.30pm.