

**HIGH HALDEN PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**held on the 13 March 2023 at 7pm in the Memorial Hall**

**172/22 Present and Apologies**

**Present:** Cllr. Robinson (Chairman), Cllrs: Mr. Drury, Mrs. Harris, Mrs. Pickering, Mr. Sargent and Mrs. Wheeler

**In Attendance:** Mrs L Goldsmith (Clerk), Ward Members Alan Pickering, 2 members of the public.

Jayne Colvin and Phil Auden, Tenterden Civil Society Group.

**Apologies:**

An apology for absence was received from Cllr. Dawes and the reason for absence was accepted.

**173/22 Declarations of Interest**

Cllr Mrs Pickering: Voluntary Declaration as the spouse of the ward member.

**174/22 Minutes of the meeting of the 13 February 2023**

**Resolved:** That the Minutes of the Parish Council meeting held on the 13 February 2023 be approved and confirmed as a true record.

**175/22 Report from the Clerk (information purposes only)**

The Clerk advised Members that speedwatch has unfortunately been affected this month by the inclement weather.

It was noted Members have been invited to a service of thanksgiving for Kings Charles III on Sunday 7 May at 11am at St Mary's Church

**176/22 Open Session:**

*The Chairman suspended the meeting to allow members of the public to raise items with the Council.*

A member of the public expressed concern about the number of trees that have been removed from the east side of Plurenden Woods.

**177/22 PCSO/Community Warden Report:**

It was agreed that the Clerk should request an update on the recent re-organisation of Kent Police and in particular regarding the role of the PCSO. The Clerk will also ask for information on recent crime in the area.

**178/22 Recycling Initiatives**

*Standing Orders were lowered to allow Jayne Colvin and Phil Auden from Tenterden Civil Society Group to update Members on a pilot recycling scheme in Tenterden.*

Phil Auden reminded Members that the aim of the group is to collaborate with partners focussing on sustainability initiatives for communities like Tenterden to reduce the use of single plastics. Tenterden is piloting a civil society recycling initiative and has installed three bins to receive biscuit wrappings, soft plastic bread wrappings and plastic dishwasher tab bags and have since added a collection point for batteries and ink cartridges. This free recycling scheme is being offered by Terracycle. Terracycle organises the collection of items that cannot be put in normal recycling bins. Phil Auden advised that the first two boxes have now gone back to Terracycle and was pleased to report that Tenterden Junior School is actively involved in collecting items. The next step is to encourage other local organisations to participate in the scheme. Jayne Colvin explained that the Parish Council could participate in a number of ways by either having bins or organising days when residents bring in items to be recycled to a central location. Cllr. Sargent suggested that the group investigates the recycling of light bulbs. Cllr. Robinson offered to introduce Phil Auden to the Headteacher at the school in High Halden to see if they would be interested in taking part in the scheme. Phil Auden explained that Plastic Free Communities is organised by the environmental charity SAS, (Surfers Against Sewage), a charity dedicated to the protection of oceans, waves, beaches and wildlife. Tenterden has now registered as a Plastic Free Community and this initiative is being led by Phil Auden. One of the aims is to encourage local businesses and community groups to remove three lines of single plastic use. The group accepts that there is a real need to increase awareness about the single use of plastic and the effect on the environment. The group  
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has organised a Spring Fun Day on Sunday 23 April 2023 between 10am and 4pm to increase awareness and hopefully engage with the community. The event is being advertised locally and is being held at the Kent and Sussex Railway. It was agreed to advertise the event in High Halden and to request that the group has a stand at the upcoming Coronation event due to be held on the 8 May 2023. Phil Auden also explained that the next initiative is to start a Repair Café for electrical appliances.

*7.25pm Phil Auden and Jayne Colvin left the meeting*

### **179/22 Highway**

#### **a) Highways Improvement Plan**

The Community Engagement Officer has reviewed the signage in the vicinity of the school and has advised that this has been installed correctly including SLOW road markings by the school warning signs. A meeting has been arranged for Monday 27 March 2023 with the Community Engagement Officer to discuss the feasibility and cost of Moveable Vehicle Activated Signs for the A28 which would be managed by the Parish Council and a proposal to extending the 30mph speed limit throughout the whole village

#### **b) Parking restrictions in bus layby on the A28**

Members discussed their ongoing disappointment with the fact that the whole bus layby opposite the shop has been yellow lined. A request for part of the layby to be removed from these restrictions so that it can be used for short term parking has been added to the Highways Improvement Plan and will be discussed at the next meeting with KCC. Cllr. Sargent has contacted David Brazier, Cabinet Members for Highways and Transport, who has advised that the standard length of a bus stop clearway is 32 metres. Cllr. Sargent advised that the layby is 42 metres in length and that the standard length of a parallel parking bay for vehicles is 6 metres which means there is clearly room for compromise. Ward Member Alan Pickering, on behalf of the Parish Council, is also in negotiations with ABC about derestricting a section of the layby.

### **180/22 Proposal to improve the drainage at Jubilee Park**

Members considered two quotes for a CCTV drain survey on the lower part of the recreation ground to unblock the drains. It was **resolved** to accept a quote of £1,285.00 (excluding VAT) from the Drain Detectives who could carry out the works on the 21 July 2023. The Clerk has strived to obtain quotes for a programme of scarification, verti-draining, sand spreading and fertilisers for the football pitches and is being constantly referred to Bournes. It was **resolved** to accept the quote of £8,925.00 (excluding VAT) from Bournes for the works. Bournes could start the works in May 2023. The Clerk will notify the football clubs of the works when a date is fixed. The Clerk will arrange a meeting with Aspire to discuss the works required to clear the ditches around the recreation ground. It was noted that the Parish Council will be able to claim back the cost of these works from the S106 funding allocated to this project.

### **181/22 Allotments**

Cllrs. Sargent, Drury and the Clerk attended a further site visit with the landowner on the 16 February 2023 to discuss the car parking arrangements and plot sizes. The Clerk has since submitted a planning application to ABC for a Certificate of Lawful Development for the proposed parking area. Members asked the Clerk to pass on their gratitude to the landowner for his help with the planning application. The site visit confirmed that 10 plots of 125 square metres will fit in the area. Members discussed the next steps and it was agreed that the Clerk should contact the solicitor to obtain confirmation of the lease in terms of lifespan and fees.

### **182/22 PA/2022/3071 – 1 Linden Business Centre, High Halden – S106 funding**

Cllrs. Sargent and Mrs. Pickering and the Clerk attended a meeting with Members from Bethersden Parish Council and their Clerk and the Ward Members on the 20 February 2023. It was acknowledged that any Section 106 funding for planning proposal PA/2022/3071 has been allocated to High Halden for use on a number of projects. Bethersden Parish Council has suggested that this seems unfair and that the S106 monies should be split by proportion of the numbers of dwellings built in each parish. Currently there are proposed to be 31 dwellings in total with 9 being built in Bethersden. Members were in agreement and **resolved** that the Clerk should advise ABC that the funding should be split between the two parishes on the number of dwellings built in each parish. The Clerk was also asked to request that the funding is used for alternative projects. Members remain keen to purchase land to create a wildflower meadow and to install solar panels on the roof of the pavilion.

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### **183/22 Elections 2023**

The Clerk attended a workshop last week on the elections organised by ABC and has circulated a copy of the presentation slides and forms. It was reported that the Publication of Notice of Election will be issued on or before Wednesday 22 March 2023. Nominations will open at 9.30am on Thursday 23 March and will close at 4pm on Tuesday 4 April. The elections will take place on the 4 May 2023 and Councillors will start the new term at 00:01 hours on Wednesday 10 May 2023. The Clerk has advertised the KALC workshops on the role of a Councillor and the elections on social media.

### **184/22 Sports Pavilion**

The Clerk reported that in between meetings there had been a leak from the plumbing system at the pavilion.

**Resolved: To ratify a decision between meetings to carry out some emergency plumbing works to the pavilion at a cost of £290.00 excluding VAT.**

### **185/22 Annual Parish Council Meeting**

Members discussed possible dates for the Annual Parish Council Meeting given that this is an election year.

**Resolved: To hold the Annual Parish Council Meeting at 7pm on Thursday 18 May 2023.**

### **186/22 SNN/2022/0251 Road Name Consultation**

ABC has received a proposal for a street name of 'Wildflower Grove' for the new development adjacent to Hope House, Ashford Road and have requested the views of the Parish Council.

**Resolved: The Clerk to advise ABC that the proposed street name of 'Wildflower Grove' is not in keeping with the area and suggest that the names 'Hopes Field', 'Hopes Meadow' and 'Hopes View' are considered.**

### **187/22 King Charles III Coronation**

a) It was noted that HHVEC has been busy putting in place plans for a village celebration on the green on the afternoon of Monday 8 May 2023. The event named 'The High Halden Coronation Celebration' will feature an afternoon of entertainment and refreshments. The group is actively publicising the event and trying to raise funds. The Clerk will prepare a risk assessment for this event which is being held on Parish Council owned land.

b) Commemorative Gift: HHVEC and Members have considered quotes for different types of commemorative gifts which were circulated by the Clerk. The gift will be given to each child in the school and the surplus will be sold to raise funds for the village celebratory event.

**Resolved: To purchase 200 official Commemorative Mugs from Dash UK for £650.00 (excluding VAT).**

*The Chair invited Cllr. Pickering to lead on the planning proposals.*

### **188/22 Planning**

#### **Planning applications:**

Single storey side extension and front portion extension.

**Resolved: No comment.**

#### **PA/2022/2521 – Carmily, Ashford Road, High Halden**

Proposal remove existing garage and construct new garage in a new location (amended plans).

**Resolved: No comment.**

#### **PA/2023/0340 – Farm Cottage, Cripple Hill, High Halden**

Removal of condition 5 on planning permission 10/06/70/54A to amend who can occupy the dwelling.

**Resolved: No comment.**

#### **PA/2023/0262 – Garden Cottage, Hookstead Farm, High Halden**

Retrospective change of use of land from agricultural to residential land and the erection of a domestic garden shed in the rear of the garden.

**Resolved: No comment.**

#### **PA/2023/0220 – Church House, Church Hill, High Halden**

Installation of split air conditioning unit at rear of property.

**Resolved: No comment.**

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**PA/2023/0221 – Coombewood Barn, Redbrook Street, High Halden**

Proposed single storey front extension.

**Reported:** That ABC has refused the application.

**NOT/2023/0226 – Ramstile Fam, Cripple Hill, High Halden**

Prior notification for the change of use of no.3 agricultural buildings and land within its curtilage to no.3 dwelling houses and associated operational development.

**Resolved:** No comment.

**Planning applications received after the distribution of the agenda:** None to consider.

**Approvals:**

**PA/2022/2953 Ramstile Farm, Cripple Hill, High Halden**

Prior Approval for change of use from agricultural to a flexible commercial use under Class E & BB.

**PA/2022/2733 – Lotland Farm, Biddenden Road, Tenterden**

Proposed agricultural building with mezzanine office/store above.

**PA/2022/2648 – 2 Mill Gardens, Ashford Road, High Halden**

To replace existing brick garage with new with same footprint and dimensions (retrospective).

**PA/2022/2226 – Duxbury, Church Hill, High Halden**

New car port with home office.

**PA/2022/2548 – Land East of Hope House**

Variation of condition 6 (site layout) on planning permission 19/01769/AS.

**PA/2022/2102 – Farm Cottage, Cripple Hill, High Halden**

Lawful Development Certificate for Existing Use- Occupation of dwelling in breach of agricultural occupancy condition. Condition 5 of planning permission 10/6/70/54A.

**PA/2022/2212 – Beech House, Ashford Road, St Michaels**

Renewal application for new garage with stair access to roof space. Originally consented under application for a standalone annexe.

**PA/2022/2213 – Beech House, Ashford Road, St Michaels**

Renewal application for the demolition of existing double garage and erection of a standalone annexe originally consented under application 19/01635/AS dated 26 February 2020.

**Refusal:**

**PA/2022/2670 – Coombewood Barn, Redbrook Street, High Halden**

Proposed two-storey front extension.

**Withdrawn:** None to consider.

**Appeal Dismissed:** None to consider.

**Other Planning Matters:** None to consider.

**189/22 Financial Report**

*It was proposed and agreed to take the following agenda item next so that the payment could be authorised.*

**/22-4 Proposal to make a donation towards the repair of the Church Clock**

Members considered a request from the PCC for the Parish Council to contribute to the cost of £924.00 to repair St Marys Church Clock.

**Resolved:** To donate £500.00 to the repair of St Marys Church Clock.

**/22-1 To agree payments in accordance with the Budget**

**Payments**

Cheque/Transfer	Details	£
Transfer	L Goldsmith (Expenses)	134.02
Transfer	L Goldsmith (Salary)	554.00
Transfer	HMRC (L Goldsmith)	130.00
Transfer	Mint Fresh (Bus stop cleaning)	47.88
Transfer	Npower (Electricity pavilion)	92.66
Transfer	Simon Fuller (Pavilion plumbing)	348.00

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Transfer	Barrie Croucher (Caretaker services)	43.60
Transfer	The Hair Academy (Printing)	50.00
Transfer	Seton (Salt bin and salt)	403.13
Transfer	Parochial Church Council (Church Clock & Soup Kitchen)	750.00
DD	Google Cloud	73.60

**Receipts: None**

**Balances as at 13 March 2023**

**Unity Trust Account: £63,426.28**

**/22-2 Annual Review of the Risk Assessment**

**Resolved: To adopt the Risk Assessment with no changes.**

**/22-3 Annual Review of the Asset Register 2023**

**Resolved: To adopt the amended Asset Register 2023.**

**190/22 Reports**

**/22-1 Ward member:** Ward Member Alan Pickering advised that he is in negotiation with ABC about derestricting part of the parking restrictions in the layby. Ward Member Alan Pickering advised Members that three planning appeals in Ashford have recently been considered by the Planning Inspectorate. The appeals for Biddenden and Woodchurch were approved. The appeal for High Halden was dismissed which was a great achievement and welcome outcome.

**/22-2 Highways:** See item 179/22.

**/22-3 Marketing/projects:** The current newsletter has been distributed.

**/22-4 KALC:** The Clerk will circulate the minutes of the meeting held on the 1 March 2023.

**191/22 Information items:**

**/22-1 HHVEC Update:** See item 187/22 (a).

**/22/2 High Halden Helping Hand Group:** The Church has advised that attendance at the lunch club in the memorial hall every other Wednesday from 12.15pm to 2.15pm is increasing each time and is being very well received. The Church will continue to organise the lunches until the end of April 2023.

**/22/3 Consultations:** None to consider.

**192/22 Items for the next Parish Council meeting:** Nothing additional.

**193/22 Date of the next meeting**

**The next Parish Council Meeting will be held on Monday 17 April 2023 after the Annual Parish Meeting due to take place at 7pm in the Memorial Hall.**

The meeting closed at 8.25pm.

Signed: .....

Date: .....

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