

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 19th January 2016 at 7.30pm.

Present were: Mr A Staples (Chairman)
Mrs J Croucher
Mrs H Cullingworth
Mr R Vernon

In attendance: Mrs D Jenkins (Clerk), Cllr Sean Holden, Cllr James Hannam and 3 members of the public.

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Aldhouse, Ballantyne & Gosbee.

2. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)

There were none.

3. TO APPROVE THE MINUTES OF THE PREVIOUS MEETINGS

It was proposed by Cllr Cullingworth, seconded by Cllr Croucher and agreed unanimously to approve the minutes.

4. MATTERS ARISING FROM THOSE MINUTES

Play Area:

Cllr Croucher is to pursue the voucher from the Bell & Jorrocks.

Facebook:

To be deferred to the February meeting.

Speed Watch:

Cllr Croucher confirmed a speed check had been performed. She is awaiting the results.

Road Report:

Cllr Cullingworth believed the refuse vehicle was no longer turning at the Parish Field entrance. Confirmation from local residents will be sought.

Affordable Housing:

A meeting with Tessa O'Sullivan from ACRK and Sarah Lewis from TWBC took place on Monday 18th January with Cllrs Staples, Croucher and Cullingworth. It was a short but useful meeting to review the previous survey and to discuss the process going forward. A Survey of Needs would be commissioned by TWBC and carried out by ACRK at no cost to the Parish Council. Due to expected national changes to the Affordable Housing policy the survey would be carried out after the legislation was agreed in April. However, the previous 15 sites could be investigated and the owner of the previous preferred site at 4 Acres could be approached. The Chairman would write to Mr Homersham accordingly. A mix of Affordable and private housing could be built. Private housing would help fund the Affordable Housing units which could be a mix of rented and shared ownership. An event would be held to launch the survey. It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and agreed unanimously to progress Affordable Housing in the village. It was decided to defer the decision to form a sub-committee, suggested by TWBC/ACRK, until the next meeting.

Parking in Frittenden:

TWBC Civil Enforcement Officer had written to Cllr Gosbee confirming that there are no parking restrictions in Frittenden apart from those in the Highway Code.

The hedge at Poplar House had been partially trimmed but was still obscuring sight lines. The Clerk will inform Emma Pavitt, Highways Steward.

Planning Correspondence:

The Clerk had sent Cllr Vernon's letter to the Chief Executive of MBC, with a copy to Staplehurst Parish Council. No reply had been received.

Ideas for celebrating the Queen's 90th Birthday:

A meeting with representatives from village groups would take place on Thursday 28th January at 7.30pm in the Memorial Hall. The Chairman had received positive responses to his letter to the various groups. TWBC have a small amount of funds available to assist parishes with their events.

The Clerk had received correspondence from KALC with regard to lighting beacons across the country on 21st April 2016. It was agreed to follow this up. Cllr Staples would speak to Mr Jeremy Beech. Cllr Croucher would make enquires as to whether the Bell & Jorrocks were holding an event that day.

Correspondence:

Further to Cllr Gosbee's reply from TWBC Civil Enforcement Officer regarding highways restrictions in the village Cllr Vernon is to pursue the matter with KCC and TWBC.

5. INVOLVEMENT WITH OUTSIDE OF BOROUGH PLANNING APPLICATIONS

Cllr Vernon had been asked by a resident if there would be a possibility of the Parish Council offering support to other parishes planning applications outside of Tunbridge Wells Borough. Cllr Staples suggested that Councillors could attend another parish's planning meetings and should be able to speak on a particular application as he had previously done at Staplehurst. After some discussion it was agreed to write to Headcorn and Staplehurst Parish Councils offering the Parish Council's support. It was agreed to write to Helen Grant MP raising concerns regarding the neighbouring Borough Council's handling of gypsy and traveller sites especially at Maplehurst and Park Wood Lane.

Cllr James Hannam offered his support by liaising with Cllr Louise Brice at MBC and the Maidstone & Weald Conservative Association.

6. GROUNDS MAINTENANCE CONTRACTS

The Clerk requested Councillors review the current contracts, which were agreed. Cllr Cullingworth suggested a contractor for hedge cutting and will send the contact details to the Clerk. Tenders are to be invited.

7. STREET LIGHTING

A resident had spoken to Cllr Staples with regard to the street lighting efficiency in the village. The distance between lights meant there were dark spots in between. Cllr Staples asked Councillors if they were satisfied with the lighting as it was. Councillors agreed that they were.

8. PLAY AREA INSPECTION REPORT

Cllr Croucher had attended the inspection with Maria Cook who had reported that the play area was well maintained. The report picked up on a few minor points which would be followed up on. Cllr Croucher would ask Mr Mike Ashbee if he could clean off the rust and then paint the spinner post. Cllr Cullingworth would deal with the gate sticking on the grass and the splintered edge of the picnic table.

Following the weekly inspection of the Play Area Mr Roy Latham had requested that the weeds under the trees and along the boundary of the field be sprayed with weed killer. Councillors felt this wasn't the right time of year for this work to be done. They would also prefer to tackle the weeds manually. It was agreed this would be attended to in the spring, hopefully at the Village Clean Up day.

9. ROAD REPORT

General:

In Cllr Gosbee's absence the Clerk read out his report, this stated that the flow of water at Satins Hill had been reported to KCC who are unsure of how to solve the problem at present. The few potholes that have appeared are being monitored. Fly tipping at Sand Lane had been reported and Councillors confirmed had been dealt with.

Cllr Holden reported that a survey had been conducted on the A229. KCC Highways had agreed to reduce the speed limit on the stretch of road currently at 60mph to 50mph, and the 50mph stretch to 40mph.

A request to place an ice warning sign at Brookwood Corner had been refused by Highways. Cllr Holden offered to help pay for this. Cllr Holden stated that the Chairman's meeting should be for information only and not for decision taking which is supposedly what occurred with regard to parishes being asked to fund the Civic Amenity Vehicle.

Cllr Holden reported that due to further savings required by KCC there would be an increase in tax to house holders of 1.99%. KCC are continuing to investigate rationalising services.

Cllr Holden had received a letter from Cllr Gosbee regarding a new village hall for Frittenden. Cllr Holden had suggested Cllr Gosbee contact ACRK. Cllr Holden also expressed his wish to help FMHMC with their project, from his Members Grant

10. PLANNING

Applications:

15/510210 **The Three Sons, Park Wood Lane, Staplehurst** – Siting of 2 mobile homes, 2 touring caravans and a utility/stable block for the benefit of a gypsy family for residential use (part retrospective)

The Chairman closed the meeting for visiting members of the public to speak. Two residents spoke commenting that: MBC Local Plan is soon due to go before Committee for approval and that the application would fail the test of the Plan; the Maplehurst /Park Wood Lane site should be viewed as one site rather than individually; concerned re the number of retrospective applications and the lack of enforcement; Headcorn PC would welcome the support of Frittenden PC. Cllr Holden stated that no enforcement action can be taken once a planning application had been submitted. *The Chairman re-opened the meeting.*

Councillors commented on the lack of appropriate detail within the application and any lack of supporting documentation for the application. Councillors were very concerned about the status of not only the application site but the adjoining sites. The occupation and development of the site is not authorised and Councillors could not understand why the Planning Authority had not taken enforcement action against the unauthorised use and development of the site (and adjoining sites).

Councillors commented that the application does not address the change in policy differentiating between static permanent sites and sites for travellers. As a site for the installation of mobile homes and related development, the applicant cannot rely on planning policy for traveller sites and the applicant must be considered in the same way as any application made by a member of the settled population. Councillors objected to the application on a number of grounds: (i) the development is unsustainable; (ii) the development is not suitable; (iii) the site floods; (iv) no consideration has been given to road safety concerns in terms of highway access; (v) no consideration has been given to the lack of utilities including foul drainage and the risk of contamination; (vi) the proximity to ancient woodland; (vii) the risk to ecology; (viii) the site is not in either the existing or emerging Local Plan and therefore not policy compliant; (ix) the development will have (and is having) a material adverse effect on the residential amenity of neighbours; (x) the development is out of character for what is (or was prior to unauthorised development) beautiful countryside; (xi) the development has a serious negative impact on the countryside and a negative impact on the neighbourhood.

It was proposed by Cllr Vernon, seconded by Cllr Croucher and agreed unanimously in the strongest terms to recommend REFUSAL of the application and to write to MBC for an explanation as to the lack of enforcement action for both this site and generally for the adjoining area.

Cllr Hannam supported the views of the Parish Council.

15/510284 **Elwell, Mill Lane** – Demolition of detached garage. Single storey side extension to include integral garage and insertion of rooflights

It was proposed by Cllr Vernon, seconded by Cllr Croucher and agreed unanimously to recommend APPROVAL.

16/500095 **Land Rear of Gould Farm, Mill Lane** – Change of use of land from agricultural to equestrian and erection of a stable block and access gate

It was proposed by Cllr Cullingworth, seconded by Cllr Croucher and agreed unanimously to recommend APPROVAL. Councillors would wish TWBC to impose a condition re screening along the lane on the boundary with the application field.

16/500141 **Frittenden House South, the Street** – Erection of solar panels

It was proposed by Cllr Vernon, seconded by Cllr Croucher and agreed unanimously to recommend REFUSAL due to the siting of the solar panels close to a well used and scenic public footpath. Councillors were in support of the principle of solar panels but would wish to see them set further away from the footpath and for a condition to include suitable screening.

Decisions:

15/508672 **Ponds Farm Land & Buildings, Biddenden Road** – Prior Notification for the change of use of agricultural buildings to two dwelling houses

Permission GRANTED.

Correspondence:

There was none.

11. CORRESPONDENCE

KALC:

DCLG National Planning Policy consultation (RV)

Various letters of thanks re annual donations

Cllr Cullingworth had been corresponding with TWBC regarding dog fouling on the pavement in The Street. She has been advised that if a dog owner is seen to not clear up their dogs mess the Enforcement Officer can be notified and a fine issued. In the meantime the Street Cleansing team has been sent to the village to clean the pavement.

Cllr James Hannam informed Councillors that with regard to the Civic Amenity Vehicle he had chased the Cabinet Member and was waiting for the results. This item had not been discussed at Borough Council level although TWBC Officers had requested Parish Chairman authorise their Parish Councils to pay for the service.

Cllr Hannam reported that a public enquiry had begun to build 65 homes at Sissinghurst. If given approval this could set precedence for building in other rural areas.

Cllr Hannam is to raise the issue of bus services at a TWBC Committee meeting on Thursday. He will report back any findings.

Cllr Hannam is a member of the Fracking Policy Committee which aims to achieve a policy that would benefit local communities should they be affected by fracking.

12. FINANCE

It was proposed by Cllr Croucher, seconded by Cllr Cullingworth and agreed unanimously to pay the accounts as follows:

	<u>Incl. VAT</u>	<u>Excl. VAT</u>
Craigdene (annual play area inspection & report)	£168.00	£140.00
Frittenden Memorial Hall (hall hire)	£15.00	N/A
HMRC (three months tax)	£33.80	N/A
D A Jenkins (Clerk's Salary & Expenses)	£300.31	N/A
D A Jenkins (reimbursement)	£10.80	N/A
E-on DD Dec (street lights)	£20.51	£19.53

An estimate had been received from Mr A Coney of A.C. Signcraft to add the Chairman's name to the Parish Council Honour's Board in the Memorial Hall amounting to £70. It was agreed to proceed with the additional name.

A date for the Village Clean Up day was to be agreed being either the 9th or 16th April depending on the availability of the equipment loaned from TWBC. Cllr Croucher would book this.

There being no further business the Chairman closed the meeting at 10.18pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 16th February 2016 at 7.30pm.

Present were: Mr A Staples (Chairman)
Mr L Gosbee (Vice-Chairman)
Mrs K Ballantyne
Mrs J Croucher
Mr R Vernon

In attendance: Mrs D Jenkins (Clerk), Cllr James Hannam and Mrs H Gosbee.

The Chairman invited Cllr James Hannam to update the Council on Borough Council matters. Cllr Hannam confirmed that he had spoken with his contemporary at MBC, Cllr Louise Brice, about The Three Sons site. Cllr Brice has been speaking with MBC Officers and believed they are doing all they can. She hopes to get a satisfactory answer soon. It was noted that a replacement caravan had been delivered to the site last week. Cllr Hannam had also spoken with Jane Lynch, Head of Planning at TWBC, who confirmed that there was little they could do as a neighbouring Borough Council.

Cllr Hannam had received an email from a resident enquiring about the Parish Council's stance on the conversion of agricultural buildings at Ponds Farm. Cllr Staples confirmed that the Parish Council had not been formally consulted by TWBC due to the application being Permitted Development.

Cllr Hannam reported that the future of the Civic Amenity Vehicle would be decided at the impending Cabinet Meeting. Cllr Staples suggested that the cost to Frittenden could be reduced by not collecting garden waste as residents tended to use their brown bins for this.

A representative from KCC had attended an Overview and Scrutiny Committee meeting to discuss bus services. There would be no change to the service to direct a bus through the village. However, the Kent Carrier service could be accessed at 10.00am on a Monday morning. Application forms were available from the village shop and Cllr Hannam had written an article in the Parish Magazine about the service.

The pressure group campaigning to reduce speed restrictions to 20mph in villages were looking for a village representative to be a Frittenden co-ordinator and to manage website messages. Local support is essential for the campaign to go forward. Cllr Hannam would place a request in the Parish Magazine. Cllr Staples suggested contacting the primary school. Any interest from residents should be directed to Cllr Hannam.

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Aldhouse, Cullingworth.

2. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)

Cllr Staples declared an interest in Item 15 as the owner of Park Cottage and Cllr Gosbee declared an interest in Item 10 having submitted a tender for contract 2 to mow the war memorial grass.

3. TO APPROVE THE MINUTES OF THE PREVIOUS MEETINGS

It was proposed by Cllr Croucher, seconded by Cllr Vernon and agreed unanimously to approve the minutes.

4. MATTERS ARISING FROM THOSE MINUTES

Speed Watch:

Cllr Croucher had not received the results of the recent speed check and will continue to chase.

Road Report:

Cllr Cullingworth had confirmed to the Clerk that the refuse vehicle had not been seen turning at the entrance to the Parish Field. TWBC had been notified.

Affordable Housing:

Cllrs Staples, Croucher, Gosbee and Vernon agreed to form a sub-committee to carry forward the project. Cllr Staples had approached the owner of the preferred site highlighted in the previous 2006 survey. However, the owner confirmed he would not be interested in releasing his land.

Parking in Frittenden:

Cllrs Gosbee and Vernon reported that KCC Highways would be willing to visit the village to review the Mill Lane junction and to speak to the Parish Council. Cllr Vernon would pursue the parking issues with TWBC.

Cllr Vernon had written to Emma Pavitt, Highways Steward, regarding the hedge at Poplar House, who replied that she would visit the site. Cllr Vernon would confirm whether a visit had taken place.

Planning Correspondence:

The Chief Executive of MBC had not replied to the letter from the Parish Council.

Ideas for celebrating the Queen's 90th Birthday:

Cllr Ballantyne joined the meeting at this point.

Cllr Gosbee had attended the meeting on 28th January which he said was very good. The minutes of the meeting would be requested. The next meeting would take place on Tuesday 1st March.

Village Clean Up Day:

The date was confirmed for Saturday 9th April. Much help would be required as there would be a lot of physical clearing to do on the Parish Field.

5. MOBILE LIBRARY CONSULTATION

KCC are currently reviewing and consulting on the mobile library service which visits Frittenden weekly on a Friday for 20 minutes. This would be reduced to a fortnightly visit on a Tuesday for 30 minutes. Cllr Staples had alerted residents through the Parish Magazine. Councillors were pleased that the service in the village was being retained. It was agreed not to comment on the application.

6. TWBC CALL FOR SITES

TWBC had invited individuals and organisations, including Parish Council's, to identify sites for housing and economic development in the Borough. Cllr Vernon suggested that the Affordable Housing sub-committee could identify sites for potential Affordable Housing in the village. The request from TWBC for potential housing sites runs from 9th February until 1st August 2016. Cllr Staples said the sub-committee would bear this in mind when it meets.

7. TWBC PROPOSED MODIFICATIONS TO THE SITE ALLOCATIONS DPD CONSULTATION

The consultation does include any allocated housing sites in Frittenden. It was agreed not to comment on the consultation.

8. FACEBOOK

Cllr Ballantyne, through her personal site, had sought the views of friends with regard to setting up a Parish Council page and had received some very positive comments. Some residents had suggested posting notices on such a page themselves. Cllr Vernon noted that the Parish Council had agreed to an information page only. Cllr Ballantyne stated that an administrator could post residents notices once they had been vetted. Cllr Staples felt this would be an onerous task for that person. The responsibility of which posts to allow would also lay with admin. Cllr Ballantyne is confident this wouldn't be an issue. Cllr Staples suggested having a trial period. The Clerk suggested the Parish Council should write a Facebook Policy which would layout all the rules and avoid any misunderstandings. Cllr Ballantyne would investigate and liaise with the Clerk.

9. LETTER FROM BENENDEN PARISH COUNCIL TO TWBC CLLR JUKES

A letter concerning the Amenity Refuse Vehicle service, the pressure on parishes to contribute towards eviction and clear up procedures following unauthorised encampments on parish land, and the misuse of the Parish Chairman's meeting had been sent to Cllr Jukes, Leader of TWBC. The Parish Council had been asked by Benenden Parish Council for comments on their letter. Councillors agreed that they were unhappy to pay for the Refuse Vehicle but did not want to lose the service. With regard to the request to parishes to pay towards costs for unauthorised encampment, TWBC had assumed a decision had been taken at the Parish Chairman's Meeting even though this was not a forum for decision making. Cllr Staples had been unable to attend that particular meeting but had raised the issue of a small parish paying the same as a large parish with Cllr Jukes at a subsequent meeting, and had been rebuffed. Cllr Staples is to compose a letter to TWBC supporting Benenden Parish Council.

10. GROUNDS MAINTENANCE CONTRACT

Despite the Clerk inviting six contractors to tender only three quotes had been received. Cllr Gosbee left the meeting at this point. The replies were opened at the meeting and discussed accordingly. Councillors agreed unanimously to accept the following tenders subject to a reference being sought from Cranbrook Parish Council for Kent Grassland Services:

CONTRACT 1 - to mow the Parish Field grass (a maximum of 16 cuts per annum March to November, weather permitting) to include mowing the new play area, and strimming around equipment as necessary, under trees and surrounding areas including field edges; to mow/cut the grass mounds within the Parish Field (a maximum of 8 cuts per annum March to November, weather permitting) to Kent Grassland Services @ £1120.00

CONTRACT 2 - to mow the grass and cut the hedge at the War Memorial (a maximum of 16 cuts per annum March to November, weather permitting) to Mr L Gosbee @ £100.00

CONTRACT 3 - to cut the Paddock hedges, including hedge on road boundary and hedge between Paddock and Frittenden House. (a maximum of 2 cuts per annum) to Kent Grassland Services @ £150.00

CONTRACT 4 – to cut the outer side of hedge between the Parish Field & Laundry Lane, by hand, and to remove all cuttings. (1 cut per annum) to Kent Grassland Services @ £100.00

CONTRACT 5 – to cut all internal vertical faces of hedges within the Parish Field, and to remove all cuttings. (1 cut per annum) to Kent Grassland Services @ £100.00

Mr L Gosbee was invited to return to the meeting at this point.

11. TREE AT WAR MEMORIAL

Cllr Cullingworth had raised concerns regarding a cherry tree at the War Memorial. A branch overhanging the footpath, previously assessed by a tree surgeon, was showing signs of deterioration. TWBC Tree Officer had been contacted and agreed that the branch could be removed. Cllr Staples and Cllr Cullingworth did this together. Councillors wished to record their thanks to Cllrs Staples and Cullingworth.

12. LETTER TO THE QUEEN RE 90TH BIRTHDAY

Cllr Gosbee reported that at the recent Queen's 90th Birthday Celebrations meeting Mr Phil Betts had suggested a letter should be written by the Parish Council, on behalf of the Council and residents of the village, and sent to the Queen congratulating her on her 90th Birthday. It was agreed this was a good idea. Cllr Staples, who mentioned that FPCC were also writing a letter, agreed to draft a letter from the Parish Council.

13. ERHA INVITATION TO IDEN GREEN AFFORDBALE HOUSING OPENING

An invitation to the opening on Wednesday 2nd March at 1.30pm had been received. Cllrs Staples and Croucher agreed to attend and represent the Parish Council.

14. ROAD REPORT

Cllr Gosbee reported that a deep pothole outside of Park Farm had been reported along with another opposite Burnt House. The water flowing across Satins Hill had also been reported. This turns icy in cold weather and is a danger to drivers. A fridge dumped at Bettenham Lane had been reported to TWBC. All faults should be investigated within 28 days of being logged. Cllr Vernon mentioned surface water on the road outside of Bell View which freezes over in the cold. There is a constant leak in this area. Cllr Gosbee believed this should be investigated by the water board.

15. PLANNING

Applications:

15/503884 **Land at Pullen Farm, Staplehurst Road** – Amended details - Use of the land to provide a solar farm and its enclosure by fencing; with the erection of solar panels, along with the provision of associated transformers, switch gear housing and a substation

It was proposed by Cllr Vernon, seconded by Cllr Gosbee and agreed unanimously to remain NEUTRAL, but to reiterate the Council's previous concerns regarding traffic on the Staplehurst/Frittenden Road during the construction stage.

16/500120 **Rose Cottage, Biddenden Road** – Erection of a detached summer house/garden room to be used ancillary to the main dwelling

It was proposed by Cllr Vernon, seconded by Cllr Croucher and agreed unanimously to recommend APPROVAL.

16/501009 **Park Cottage, Cranbrook Road** – Prior Notification for a proposed single storey rear extension

Councillors NOTED the application which they had not been formally consulted on.

Decisions:

15/508499 **Knoxbridge Farm, Cranbrook Road** – Section 73 application to vary condition 3 of planning permission TW/15/504981 to allow the consented anaerobic digester to also process chicken manure from other Fridays' farms

Permission GRANTED.

15/509900 **Street Farm Oast, Cranbrook Road** – Single-storey kitchen extension, entrance porch and detached garage with log stores

Permission GRANTED.

15/509966 **Ferrers, Sand Lane** – Replacement oak framed house and detached garage

Permission GRANTED.

15/510284 **Elwell, Mill Lane** – Demolition of detached garage. Single storey side extension to include integral garage and insertion of rooflights

Permission GRANTED.

Correspondence:

There was none.

16. CORRESPONDENCE

Transport Accessibility Group:
Agenda & Minutes

Local Government Boundary Commission:
Electoral Review of Kent: Final Recommendations

Tunbridge Wells Citizens Advice:
Notice of rural roadshows to be held this summer

Highways England:
Launch of consultation on proposals for a Lower Thames Crossing

Kent Air Ambulance:
Donation thank you letter

Hawkhurst Community Hospital:
Request for drivers to take elderly to Day Centre

17. FINANCE

It was proposed by Cllr Gosbee, seconded by Cllr Vernon and agreed unanimously to pay the accounts as follows:

	<u>Incl. VAT</u>	<u>Excl. VAT</u>
Frittenden Memorial Hall (extra hall hire)	£47.00	N/A
Cory Environmental	£19.20	£16.00
Mr R C Kemp (phone box refurbishment)	£308.00	N/A
Streetlights (repair two lights)	£158.40	£132.00
Frittenden Memorial Hall (meeting)	£15.00	N/A
D A Jenkins (Clerk's Salary & Expenses)	£393.57	N/A
E-on DD Dec (street lights)	£20.51	£19.53

It was agreed not to renew the Transport Accessibility Group membership.

It was agreed to discuss the merits of LED lighting for the streetlights at the following meeting.

There being no further business the Chairman closed the meeting at 9.25pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Wednesday 16th March 2016 at 7.30pm.

Present were: Mr A Staples (Chairman)
Mr L Gosbee (Vice-Chairman)
Mrs K Ballantyne
Mrs H Cullingworth
Mr R Vernon

In attendance: Mrs D Jenkins (Clerk) and Mrs H Gosbee.

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Croucher and Borough Cllr Hannam. The Clerk reported that she had received an email from Cllr Aldhouse who had regretfully decided to relinquish her position as a Parish Councillor.

2. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

3. BOROUGH & COUNTY COUNCILLOR UPDATE

No Cllrs were present. However, Cllr Hannam had submitted a report to the Clerk informing Cllrs that a £5 increase in TWBC Council Tax had been agreed; Cllr Hannam would speak with Cabinet Members regarding unauthorised Gypsy Encampment clear-up payments; and a new rural group was looking to be formed by TWBC members from rural parishes.

Cllr Staples informed Cllrs that at the Parish Chairman's meeting he had learned that TWBC, Sevenoaks BC and Tonbridge & Malling BC had started to consider the possibility of becoming a unitary authority. He felt the Frittenden would have to fight for their corner if this came to fruition; TWBC's decision to opt out of the planning combined services operation would be finalised by July; a large hike in housing numbers is expected by TWBC over the next few years.

4. TO APPROVE THE MINUTES OF THE PREVIOUS MEETINGS

It was proposed by Cllr Vernon, seconded by Cllr Gosbee and agreed unanimously to approve the minutes.

5. MATTERS ARISING FROM THOSE MINUTES

Road Report:

Cllr Gosbee had contacted TWBC about an overhanging branch at the entrance to the Parish Field which was causing larger vehicles accessing the garages at the rear of Bakery Close to mount the grass adjacent to the noticeboard. Cllr Gosbee had been given authority to remove the offending branch.

Affordable Housing:

Cllrs Staples, Croucher and Vernon had completed a site visit of all the possible locations reviewed in 2006. A field on Mill Lane had been thought as having potential as did a field on Biddenden Road. It was agreed to contact both of the landowners. Cllr Gosbee felt that the piece of land previously offered on Biddenden Road but rejected by the authorities due to the distance to the centre of the village, should be revisited due to the relaxation in planning laws. Cllr Gosbee will speak to the landowner

Parking in Frittenden:

Cllrs Vernon reported that he had lodged a request for a parking restriction meeting with TWBC. Cllr Vernon had also chased Emma Pavitt at KCC Highways re the hedge cutting at Poplar House. Cllr Gosbee had received a reply from TWBC stating that Kent Highways deal with roads.

Ideas for celebrating the Queen's 90th Birthday:

Cllr Cullingworth confirmed that a meeting had taken place on 1st March. Approximately a dozen activities had been planned. The next meeting will take place on 12th April. Lots of volunteer help

would be needed prior to the event and on the day. The tent team had donated the marquees and the flooring. An open meeting date would be agreed at the April meeting. Cllr Cullingworth would email the minutes of the previous meeting to Cllr Staples.

Village Clean Up Day:

The Clerk reported that Cllr Croucher had confirmed that everything was in hand and that she would erect posters advertising the Clean-Up. Cllr Staples reported that he had spoken with Rosie Croucher and Carol Jauncey and had written an article for the Parish Magazine.

Facebook:

Cllr Ballantyne will review social media policies written by other Parish Councils and draft a policy for Frittenden for discussion and agreement by Councillors.

Letter from Benenden PC to Cllr Jukes:

Cllr Staples reported that he had written a more measured letter to Cllr Jukes, but that the concerns raised by both Benenden PC and Frittenden PC had not been backed by the remaining Parish Chairmen.

Grounds Maintenance Contract:

Cllr Cullingworth stated that the contractors had made a good job of the field so far. The corner behind Larchmere had not been cut but this could be due to the ground being very wet in that area.

6. STREET LIGHTING

Cllrs mooted the idea of converting the existing streetlights to LED, a project currently being initiated by KCC on all their lights. This would be quite costly and would require new lamp heads and electrical works. There is no provision for this in the current year's budget. It was agreed that the Clerk would request the current electrical contractor and KCC to quote for the cost of replacement LED lights.

7. MOBILE BARBERS PARKING

Cllr Staples had been contacted by a mobile barber requesting to park their van for half a day a week in the lay-by outside the Bell & Jorrocks. It was agreed that as this was on private land this was not a matter for the PC.

8. SUGGESTIONS FOR A LOCATION FOR WOODLAND SCHOOL

Nic Costello, Head Teacher at the Primary School, had contacted Cllr Staples requesting suggestions on a location for a woodland school where the children could spend half a day a week in all weathers doing outdoor activities. The site would need to be within 15 minutes of the school and not house a pond. Leggs Wood was suggested as this was within distance and could be accessed via fields from the school. Cllr Staples will inform Nic Costello of the owners contact details. Cllr Gosbee offered Pounds Wood as a second choice, although the children would have to cross a road to get there.

9. EXTERNAL AUDIT APPOINTMENTS

The Clerk had received a letter from Smaller Authorities Audit Appointments Ltd regarding external audit appointments. Authorities with a turnover of less than £25k are still required to appoint an external auditor from 2017/18. It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and agreed unanimously not to opt out of the SAAA.

10. POLICIES

As previously agreed Cllr Ballantyne would draft a Social Media Policy for the Parish Council. A Donations and Grants Policy had also previously been discussed and it was agreed that the Clerk would draft a policy for this. Other policies would be reviewed as and when required. There have been minor legislative changes to the Model Financial Regulations which will be updated accordingly.

11. HEADCORN AIRFIELD CONSULTATIVE COMMITTEE

Cllr Gosbee had attended the AGM on 8th March 2016. Jamie Freeman was re-elected as Chairman and Brian Bristow as Vice-Chairman. There have been large increases in insurance, up to 600%, at airfields. However, the air shows at Headcorn will still proceed. Two complaints had been received: a helicopter flying close to the railway line was on exercise and nothing to do with Headcorn airfield and a parachute plane flying below 700ft was dropping packages. A planning application would be submitted for a hanger to house a spitfire and other old aircraft.

12. UK POWER NETWORKS – PARTNERSHIP WORKING WITH PARISHES

UK Power Networks is aiming to sign up vulnerable residents to its Priority Service Register and requests the help of Parish Council in pinpointing the elderly, parents with young children and those medically dependent on electricity in the parish. It was agreed to assist by placing an article in the parish magazine, a notice in the shop and church, adding an item to the website and informing other village groups. Cllr Ballantyne is to inform her mother who works for a local care agency.

13. ROAD REPORT

Cllr Gosbee reported that the water flow at Satins Hill had been investigated by Highways but to date there had been no follow up. The pothole outside of Park Farm had been repaired and the potholes in Grandshore Lane were under review. Potholes in Mill Lane and Park Wood Lane had yet to be reported. The water outside of Charity Farm Cottages had been visited by the water authority on two occasions but had not yet been repaired.

14. PLANNING

Applications:

16/501715 **Land adjacent Valence View, Mill Lane** – Conservation area notification to 1no. Oak – Fell, 1no. Ash – Fell

Noted by Councillors.

16/501779 **Pork Pie Farm, Grandshore Lane** – Prior Notification for the change of use of three existing storage buildings to residential units (C3 Use)

Noted by Councillors. Cllr Vernon had spoken with the immediate neighbours about the application.

Decisions:

15/510299 **Frittenden C of E Primary School** – A permanent planning application for the change of use of the existing school house to be used as administration space

Permission GRANTED.

16/500095 **Land Rear of Gould Farm, Mill Lane** – Change of use of land from agricultural to equestrian and erection of a stable block and access gate

Permission GRANTED.

16/500141 **Frittenden House South, The Street** – Erection of solar panels

Permission GRANTED.

16/501009 **Park Cottage, Cranbrook Road** – Prior notification for a proposed single storey rear extension

Prior Approval NOT REQUIRED.

Correspondence:

MBC – notification that planning application 15/503884 Land at Pullen Farm, Staplehurst Road - Use of land to provide solar farm and its enclosure by fencing would be reported to the Planning Committee on 17th March. No Councillors would be attending.

15. CORRESPONDENCE

Hawkhurst Community Hospital:

A request for volunteer drivers for WRAP

A proposal for public access defibrillators – Cllr Staples to speak to Larchmere House

16. FINANCE

It was proposed by Cllr Cullingworth, seconded by Cllr Vernon and agreed unanimously to pay the accounts as follows:

	<u>Incl. VAT</u>	<u>Excl. VAT</u>
Mr L J Gosbee (Mowing)	£50.00	N/A
Frittenden Memorial Hall (hall hire)	£15.00	N/A
D A Jenkins (Clerk's Salary & Expenses)	£278.16	N/A
HMRC	£23.60	N/A
E-on DD Feb (street lights)	£19.18	£18.27

There being no further business the Chairman closed the meeting at 9.20pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 19th April 2016 at 7.30pm.

Present were: Mr A Staples (Chairman)
Mr L Gosbee (Vice-Chairman)
Mrs J Croucher
Mrs H Cullingworth
Mr R Vernon

In attendance: Mrs D Jenkins (Clerk) Borough Cllr Hannam, Mrs H Gosbee and three members of the public.

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Ballantyne.

2. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

The Chairman closed the meeting to allow members of the public to speak: Two residents spoke regarding planning application 15/505149 raising concerns about traffic, the contour and width of the road and the effect the work would have on neighbouring properties. One resident believed the road measurements stated in the Traffic Management Plan were incorrect. *The Chairman re-opened the meeting.*

3. BOROUGH & COUNTY COUNCILLOR UPDATE

Cllr Hannam informed Members that the planning application for housing at Common Road Sissinghurst had been won at appeal. A way of protecting the countryside and to request housing in appropriate areas was through a Neighbourhood Plan. TWBC will not have their Local Plan in place until 2019 and at present cannot demonstrate a five year housing allocation making it easier for developers to build. TWBC have not allocated any housing to the rural villages including Frittenden. The AONB currently ends 500yds south of Sissinghurst and an extension to this to encompass the whole of the Sissinghurst area is currently being explored. Cllr Hannam asked for Councillors thoughts on extending the AONB to include Frittenden. This could protect the village from unwanted housing but also create difficulties for any required housing. The boundaries for AONB are determined at a national level and would take a number of years to amend if any proposal was accepted. It was agreed to place this on an agenda for future discussion.

4. TO APPROVE THE MINUTES OF THE PREVIOUS MEETINGS

It was proposed by Cllr Vernon, seconded by Cllr Gosbee and agreed unanimously to approve the minutes.

5. MATTERS ARISING FROM THOSE MINUTES

Affordable Housing:

The Clerk had been contacted by Tessa O'Sullivan form ACRK asking if the Parish Council wanted to proceed with the housing survey. The Clerk confirmed this was the case. It was agreed to begin the process in early to mid may following expected changes in the housing bill.

The Chairman had received a letter from a resident who owned a piece of land on Cranbrook Road and was thinking about applying for permission to build a small house there. Councillors raised concerns that the suggested entrance was on a bend would be unlikely to be approved. The Chairman is to respond to the resident.

Cllr Vernon confirmed he had spoken to the landowner in Mill Lane who had confirmed he would not be willing to sell his land for affordable housing. Cllr Staples had left a message with the landowner in Biddenden Road but had not received a response.

Parking in Frittenden:

Cllrs Vernon was chasing his request for a meeting with TWBC. Cllr Gosbee had received a reply from Michael Hardy at KCC who had requested further information about the issues. Cllr Vernon would reply and send him a diagram of the crossroads.

Cllr Vernon was unsure whether the hedge at Poplar House had been re-inspected.

Cllr Staples had been contacted by a resident who was concerned about parked cars in Mill Lane near to the junction with the crossroads.

Ideas for celebrating the Queen's 90th Birthday:

Cllr Cullingworth had produced a poster for the event. A church service would take place in the morning and events at the fete would include competitions and entertainment followed by a band in the evening. Leaflets would be delivered to as many village homes as possible. Cllr Staples suggested contacting Mike Cooper about this coinciding with Parish Magazine deliveries. The Clerk confirmed that the TWBC grant application for £400 had been approved and the funds would be received imminently. Cllr Staples thanked Cllrs Cullingworth and Gosbee for their work on the Queen's 90th Birthday celebrations. Cllr Cullingworth informed members that an open meeting would take place on Tuesday 3rd May 7.30pm at the Bell & Jorrocks, all welcome.

Village Clean Up Day:

Cllr Croucher reported that 25 residents had signed up on the day. Approximately 60 bags of rubbish had been collected along with other assorted items. Cllr Croucher had written an article for the Parish Magazine. It was agreed the Weeping Birch was looking very good.

Facebook:

Due to Cllr Ballantyne's absence there was nothing to report.

Street Lighting:

The Clerk would contact the current electrical contractor and KCC.

Suggestions for a location for a Woodland School:

The Chairman had spoken to the Headmistress but the suggested location had not yet been followed up.

Policies:

These are yet to be written.

UKPN:

The Chairman confirmed that he had circulated details at the older persons coffee morning and placed a notice on the parish noticeboard.

Correspondence:

The Chairman had spoken with the Manager of Larchmere who was fully aware that the defibrillator was available for the use of the whole village. An article is to be placed in the Parish Magazine informing residents.

6. ITEMS FOR THE ANNUAL PARISH ASSEMBLY

It was agreed to invite the Chairman of the Memorial Hall, Mrs Barbara Dunn, as guest speaker. Cllr Staples suggested the unaudited accounts be available to view at the meeting.

Apologies for Absence	Minutes of the Previous APA	Matters Arising
To Receive the Accounts of Charities	Chairman's Report	Any Other Business

7. IDENDEN CHARITY APPOINTMENT OF TRUSTEES

The Clerk had received a letter from Colin Highwood, Chairman of Idenden Charity, regarding the re-appointment of three Trustees. It was proposed by Cllr Croucher, seconded by Cllr Cullingworth and agreed unanimously to approve the re-appointment of Phil Betts, John Mills and David Hooker as Trustees for a further term of four years. The Clerk would write to Colin Highwood confirming the Parish Council's approval.

8. ROAD REPORT

Cllr Gosbee reported that London Lane had been closed due to a burst water pipe but should re-open tomorrow. The water board had said that the water outside of Charity Farm Cottages was due to natural field seepage. The hedge cutting at Poplar Cottage would not be pursued until July following the end of the bird nesting season. The Highway Steward had confirmed KCC were aware of the dip in the road at Grandshore Lane but it is not known when any work would be carried out. The potholes at Satins Hill and Mill Lane had been reported. Fly tipping at London Lane and Sand Lane had been removed. Cllr Gosbee confirmed that the overhanging branch at Bakery Close had been removed.

Cllr Staples reported that during the Clean-Up day a resident had noted damage to Buckhurst Bridge caused by a vehicle. This had been reported to KCC who had scheduled in an inspection for the following week.

9. PLANNING

Applications:

15/505149 **Land at Pullen Farm, Staplehurst Road** – Provision of a temporary construction access and compound (within administrative boundary of TWBC) to facilitate construction of solar farm (within administrative boundary of MBC)

It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and agreed unanimously to recommend REFUSAL due to highways safety issues and the adverse impact the access and compound would have on the residents living nearby in relation to noise and disturbance

16/502139 **Commenden Manor, Camden Hill** – Erection of a car port and relocation of oil tank

It was proposed by Cllr Vernon, seconded by Cllr Staples and agreed unanimously to recommend APPROVAL

16/502140 **Commenden Manor, Camden Hill** – Demolition of existing shed and greenhouse and erection of new shed, greenhouse and fruit cage

It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and agreed unanimously to recommend APPROVAL

16/502141 **Commenden Manor, Camden Hill** – Change of use from stables to ancillary accommodation

It was proposed by Cllr Vernon, seconded by Cllr Croucher and agreed unanimously to recommend APPROVAL

16/502161 **Ayleswade Lane, Biddenden** – Prior Notification for change of use of an agricultural building to a single dwellinghouse (Use Class C3)

Noted by Councillors

16/502328 **1 Ian Cottages, Knoxbridge** – Variation of condition 3 materials of 12/20717 (alterations to outbuilding to form first floor accommodation) to change the material of the roof tiles from Cambrian slates to Rivendale slates

It was proposed by Cllr Vernon, seconded by Cllr Croucher and agreed unanimously to recommend APPROVAL.

16/503207 **Knoxbridge Farm, Knoxbridge** – Prior Notification for the change of use of 2no. agricultural buildings to use as 3no. dwellinghouses (Use Class C3)

Noted by Councillors

16/503238 **Brissenden Farm Land & Buildings, Sand Lane** – Prior Notification for the erection of a portal steel frame grain store

Noted by Councillors

Decisions:

- 15/503884 **Land at Pullen Farm, Staplehurst Road** – Use of the land to provide a solar farm and its enclosure by fencing; with the erection of solar panels, along with the provision of associated transformers, switch gear housing and a substation
Permission REFUSED.
- 16/501715 **Land Adjacent Valence View, Mill Lane** – Conservation area notification to 1no. Oak – fell, 1no. Ash – fell
NO OBJECTION
- 16/501779 **Pork Pie Farm, Grandshore Lane** – Prior Notification for the change of use of three existing storage buildings to residential units (C3 Use)
Permission REFUSED

Correspondence:

There was none.

10. CORRESPONDENCE

Came & Co. Insurers:
Spring magazine

KALC:
Good Councillor Guide 2016 – JC, HC

The Chairman had received an email from Mr Jeremy Beech requesting the Parish Council write formally to Mr Dick Munton thanking him for his assistance with erecting the beacon. This was agreed. It was also agreed to thank Mr Sean Croucher and Mr Matt Saunders for digging the hole for the beacon pole.

The Chairman reported that the campaign to allow Parish Councils to appeal against a planning application decision was refused by Government.

11. FINANCE

The Chairman informed Councillors that in line with previous arrangements the Clerk would be awarded a pay increase of 1 point of the NALC scale from 1st April. This was agreed.

It was proposed by Cllr Gosbee, seconded by Cllr Croucher and agreed unanimously to pay the accounts as follows:

	<u>Incl. VAT</u>	<u>Excl. VAT</u>
Kent Grassland Services (grounds maintenance)	£147.00	£122.50
Stationery Express (stationery)	£14.85	£12.38
Cory Environmental (Nov '15 & Mar '16)	£19.20	£16.00
KALC (membership, training, publications)	£416.68	£348.23
Frittenden Memorial Hall (hall hire)	£15.00	N/A
D A Jenkins (Clerk's Salary & Expenses)	£305.02	N/A
TWBC (traveller reserve fund)	£500.00	N/A
E-on DD March (street lights)	£20.51	£19.53

There being no further business the Chairman closed the meeting at 9.20pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 17th May 2016 at 7.30pm.

Present were: Mr A Staples (Chairman)
Mr L Gosbee (Vice-Chairman)
Mrs J Croucher
Mrs H Cullingworth
Mr R Vernon

In attendance: Mrs D Jenkins (Clerk) Borough Cllr Hannam, Mrs H Gosbee and one member of the public.

The Chairman invited Cllr Hannam to address Members. Cllr Hannam reported that it looked likely that TWBC would adopt a policy of 20mph in built up areas and village centres. This could potentially include an area outside of Frittenden Primary school. Cllr Hannam along with other Councillors had been asked to put together a policy on fracking. He confirmed there are no plans for drilling in the Borough. An outline planning application for 150 houses in Cranbrook had been received. If the Borough Council refuse this the applicant is likely to go to appeal.

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Ballantyne.

2. ELECTION OF CHAIRMAN

Cllr Staples confirmed that he was willing to stand as Chairman for a further year. This was proposed by Cllr Cullingworth, seconded by Cllr Gosbee and agreed unanimously.

3. ELECTION OF VICE-CHAIRMAN

The Chairman asked for nominations for the position of Vice-Chairman. Cllr Gosbee offered to stand for a further term but requested help from the Clerk prior to a meeting in the absence of the Chairman. The appointment of Cllr Gosbee as Vice-Chairman was proposed by Cllr Vernon, seconded by Cllr Staples and agreed unanimously.

4. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

5. TO APPROVE THE MINUTES OF THE PREVIOUS MEETINGS

It was proposed by Cllr Croucher, seconded by Cllr Gosbee and agreed unanimously to approve the minutes.

6. MATTERS ARISING FROM THOSE MINUTES

Borough & County Councillor Update:

It was agreed to add an item to the September agenda regarding Councillors thoughts on Frittenden possibly being included in the AONB.

Affordable Housing:

There had been no developments since the previous meeting.

Ideas for celebrating the Queen's 90th Birthday:

Cllr Cullingworth confirmed that first aid cover had been arranged. VIP invitations had been sent to the residents of Larchmere House. A further meeting would be held on 23rd May 7.30pm at the Bell & Jorrocks.

Facebook:

Due to Cllr Ballantyne's absence there was nothing to report.

Street Lighting:

The Clerk would chase the current electrical contractor and KCC.

Correspondence:

The Chairman confirmed that he had placed an article in the Parish Magazine informing residents of the defibrillator at Larchmere House being available for use by all.

7. MATTERS ARISING FROM THE ANNUAL PARISH ASSEMBLY

Elections:

Following the resignation of Cllr Nicola Aldhouse a period of notice had been completed inviting a further election if requested by ten or more residents. As this had not been the case it was agreed, after some discussion, to start the process of co-option. Notices advertising the Councillor vacancy are to be placed on the website, in the parish magazine, shop, pub and parish noticeboard. Councillors would wish to hold a secret ballot if more than one candidate were to apply. The Clerk would review the standing orders with regard to the voting process.

8. TO APPROVE THE ANNUAL GOVERNANCE STATEMENT

The Clerk read out each Governance Statement in turn, a copy of which had previously been distributed to all Councillors for their consideration. It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and agreed unanimously to accept the Annual Governance Statement.

9. TO APPROVE THE ACCOUNTS – YEAR END 31ST MARCH 2016

A copy of the accounts had previously been distributed to Councillors. The Clerk highlighted the major expenditure and income for the year. The internal auditor had reviewed the year end accounts and a copy of his report was available. Cllr Staples had reviewed the accounts part way through the year. It was proposed by Cllr Cullingworth, seconded by Cllr Croucher and agreed unanimously to approve the accounts to 31st March 2016.

10. PARKING RESTRICTIONS – MILL LANE

Cllr Vernon confirmed he had received a response from Michael Hardy KCC Schemes Project Engineer. This stated that KCC would not be able to prioritise the request for restrictions as there is no recorded history of crashes resulting in personal injury. It was suggested that local residents are consulted and if a preference for parking restrictions was agreed then the Borough Council would pursue further. However, any restrictions would have to be self-enforcing. It was agreed that as residents had raised the issue with the Parish Council the local community should be consulted by way of an open meeting to be held in September. Cllr Staples would check the availability of the Memorial Hall on Saturday mornings in that month. Cllr Vernon would produce a notice advertising the event.

11. USE OF THE PARISH FIELD

Cllr Staples had been informed that a drone was being flown on the Parish Field. It was agreed that this could be dangerous to other users of the amenities and shouldn't be used on the field. Cllr Staples offered to write a notice prohibiting the use of drones on the Parish Field to be laminated and placed on the two entrance gates to the Parish Field. A note of the same stance would also be written to be included in the Parish Magazine.

12. CORY LITTER BIN REVIEW

The Clerk had received a letter from Cory Environmental informing the Parish Council that a review of charges had not taken place since 2009. The current cost of £8 per month to empty two Parish Council owned litter bins would increase to £34.67 per month. It was agreed that an alternative solution should be investigated. Cllr Gosbee offered to make enquiries with Veolia.

13. SPEEDWATCH EQUIPMENT

The Clerk had received confirmation that the grant applied for from Cllr Holden's Members Fund had been approved. Cllr Croucher would order the equipment once the funds amounting to £1950 had been

received. If there had been an increase in prices she would refer to the Parish Council before ordering. Cllr Croucher confirmed that there were currently twelve trained Speedwatch volunteers with a further three wanting to be trained.

The Clerk would write to Cllr Holden thanking him for the grant. She would also contact the insurance company with regard to insuring the equipment. It was agreed that the Tent Team would be approached with regard to storing the equipment in the container. Mr Howard Lilley offered storage in his garage. Cllr Croucher would liaise with Sandhurst Parish Council regarding the logistics of sharing the equipment.

14. GROUNDWORK GREEN SPACE GRANT PROGRAMME

Cllr Staples explained the procedure for applying for a grant funded through the 5p charge for carrier bags at Tesco. The application deadline of 3rd June could not be met but if the scheme continued it would be worth bearing in mind for the future. Green Space projects included improving sports fields and play equipment. Cllr Croucher agreed to investigate adult exercise equipment for the Parish Field which had previously been suggested by Maria Cook during the annual inspection of the play area.

15. ROAD REPORT

Cllr Gosbee confirmed that potholes on Biddenden Road had been repaired. Potholes on Mill Lane, Park Wood Lane and Satins Hill are still awaiting repair and potholes on Sand Lane had been reported. Grandshore Lane would be closed from 2nd June for repairs. Cllr Croucher asked if the white lines at the junction with Grandshore Lane would be repainted at the same time. This was not known. Cllr Gosbee had written to Cllr Sean Holden regarding the damage at Buckhurst Bridge. Cllr Holden had forwarded the letter to Earl Bourner at KCC. Cllr Gosbee believed that signage was paramount to prohibit large vehicles from attempting to cross the narrow bridge.

16. PLANNING

Applications:

15/510660 **Parkwood Stables, Park Wood Lane, Staplehurst** – Two mobile homes, a day room, two touring caravans and retrospective stable block for the benefit of a gypsy family

The Chairman closed the meeting to allow members of the public speak: A resident informed Councillors that he had attended a meeting with Helen Grant MP and Maplehurst residents. He had been asked to investigate environmental issues at the site and had been encouraged that the Environmental Agency was taking the situation seriously. A further meeting would take place at Helen Grant's office in Maidstone on Friday 27th May. Head of MBC Planning Rob Jarman would attend along with a representative from Southern Water. It was agreed that a representative from Frittenden Parish Council should be present. Cllr Staples would attend. *The Chairman re-opened the meeting at this point.*

It was proposed by Cllr Gosbee, seconded by Cllr Croucher and agreed unanimously to recommend REFUSAL for the following reasons: the current development and use of the land is not authorised; the proposed development is not policy compliant; concerns over highway safety due to unsuitable and unauthorised access; the proposed development is unsuitable and unsustainable; the proposed development is out of character for the status of the area of Low Weald; the spread of development and intensification of use of the site is out of character for the neighbourhood; the site is liable to flooding and potential contamination and impact on ecology has not been adequately addressed.

16/503768 **Coldharbour Farm, Coldharbour Lane** – New orangery

It was proposed by Cllr Croucher, seconded by Cllr Cullingworth and agreed unanimously to recommend APPROVAL.

16/503891 **The Agricultural Barn, Ambers Oast, Frittenden Road, Biddenden** – Prior Notification for the change of use of agricultural buildings and land within their curtilage to a use falling within Class C3 (Dwelling House)

Noted by Councillors.

16/504052 **Tolehurst Farm Barn, Knoxbridge** – Prior Notification for the change of use of an agricultural building and land within its curtilage to 3 dwelling houses together with associated building operations.

Noted by Councillors

Decisions:

16/502139 **Commenden Manor, Camden Hill** – Erection of a car port and relocation of oil tank

Permission APPROVED

16/502140 **Commenden Manor, Camden Hill** – Demolition of existing shed and greenhouse and erection of new shed, greenhouse and fruit cage

Permission APPROVED

16/502141 **Commenden Manor, Camden Hill** – Change of use from stables to ancillary accommodation

Permission APPROVED

16/502161 **Ayleswade Lane, Biddenden** – Prior Notification for change of use of an agricultural building to a single dwellinghouse (Use Class C3)

Prior Approval REFUSED

16/502328 **1 Ian Cottages, Knoxbridge** – Variation of condition 3 materials of 12/20717 (alterations to outbuilding to form first floor accommodation) to change the material of the roof tiles from Cambrian slates to Rivendale slates

Permission GRANTED

Correspondence:

Cllr Vernon had been approached by residents who had raised concerns that building work on Ferrers was starting before 8am Monday to Saturday. Cllr Vernon believed that the owners maybe unaware of this if they are not living on site. Cllr Gosbee agreed to speak to the owner.

17. CORRESPONDENCE

MBC:

Letter of response from James Bailey Development Manger regarding Maplehurst area - Cllr Vernon to respond

TWBC:

Supplementary Planning Document; Land Contamination – RV to review

Kent Police:

Notice that Guy Rollinson Speedwatch co-ordinator had resigned

18. FINANCE

It was proposed by Cllr Cullingworth, seconded by Cllr Croucher and agreed unanimously to pay the accounts as follows:

	<u>Incl. VAT</u>	<u>Excl. VAT</u>
Cory Environmental (Feb '16 & Apr '16)	£19.20	£16.00
Mr M Cooper (Equipment Fund reimbursement)	£579.82	£483.18
Came & Company (Insurance Renewal)	£538.38	N/A

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Kent Grassland Services (grounds maintenance)	£147.00	£122.50
KALC (Training)	£72.00	£60.00
AKRC (Membership)	£50.00	N/A
Mr B Millard (Honorary)	£50.00	N/A
Frittenden Memorial Hall (hall hire)	£15.00	N/A
D A Jenkins (Clerk's Salary & Expenses)	£277.52	N/A
BM Ambulance Service Ltd (First Aid Queen's 90 th)	£83.00	£13.83
E-on DD March (street lights)	£19.85	£18.90

There being no further business the Chairman closed the meeting at 9.17pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 21st June 2016 at 7.30pm.

Present were: Mr A Staples (Chairman)
Mr L Gosbee (Vice-Chairman)
Mrs J Croucher
Mrs H Cullingworth
Mr R Vernon

In attendance: Mrs D Jenkins (Clerk) Borough Cllr Hannam (arrived part way through the meeting), Mr Andrew Street, Mrs H Gosbee and two members of the public.

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Ballantyne and County Cllr Holden.

2. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

3. ANDREW STREET RE PLANNING PROPOSAL

Mr Street introduced himself as the planning consultant/architect working on behalf of Mr & Mrs Andrew Lee who currently reside at Lakeside Farm with Mr Lee's parents. Mr Street informed Councillors of a proposal to build a detached house on land at Lakeside Farm for Andrew Lee and his family. A previous application for two houses on the land submitted in 2006 was supported by the Parish Council at that time but refused by TWBC. Councillors thanked Mr Street for his presentation but decided not to comment or offer any views until a formal planning application had been submitted.

4. BOROUGH & COUNTY COUNCILLOR UPDATE

Cllr Hannam reported that the Joint Transport Working Group had agreed to approve a policy to implement a 20mph speed limit in town and village centres. Suggested villages to partake in a trial were Frittenden, Sissinghurst and Goudhurst. Although no funding for a trial is currently available other sources will be investigated. If Frittenden was chosen for a trial all areas currently with a limit of 30mph would reduce to 20mph. The Parish Council was asked if they would support this measure. It was agreed to discuss this proposal at the July meeting. Cllr Hannam stated that a formal consultation with residents would take place before any proposal was implemented.

Following a number of complaints from residents Cllr Hannam had requested that TWBC change their stationery to make neighbour planning consultation letters more visible.

The proposal for a new civic centre to include a town hall, theatre and office block is currently the main focus of attention at TWBC. Cllr Hannam had asked what the implications would be for the tax payer, especially in rural areas, if the scheme to repay the loan from the rent received from the new office building failed. He had not received a reply to date.

5. FRITTENDEN COMMUNITY GROUP

The Chairman closed the meeting to allow James Tuke and Lance French to speak on this subject. James Tuke explained that the Facebook group was a closed group where people had to apply and be approved by a moderator before becoming a member. It is a group for information and general comments/chatting and although had parish events and information posted is not a Parish Council page. It had proved very successful with over 200 members. Lance French endorsed this. James Tuke suggested adding a link to the Parish Council website. *The Chairman re-opened the meeting.* Cllr Vernon stated that the Parish Council had raised concerns in monitoring a Facebook page of their own which Cllr Ballantyne had been working on. Cllr Staples believed the Community Group was a good solution and confirmed that Cllr Ballantyne was happy with this. It was suggested that Councillors that hadn't joined the group should think about doing so. It was agreed that at the July meeting it would be decided what information the Parish Council should provide for the site. The Chairman reported that Cllr Ballantyne had asked him for guidelines in her role as a moderator for the Group.

6. TO APPROVE THE MINUTES OF THE PREVIOUS MEETINGS

It was proposed by Cllr Gosbee, seconded by Cllr Vernon and agreed unanimously to approve the minutes.

7. MATTERS ARISING FROM THOSE MINUTES

Ideas for celebrating the Queen's 90th Birthday:

On behalf of the Parish Council the Chairman presented Cllr Cullingworth with a bouquet of flowers for her organisation of an exceptional and very successful event. He thanked her and her team for a fun, friendly and free day.

Street Lighting:

Cllr Croucher reported that the street light opposite the shop requires attention as it is on during the day. The Clerk would contact the contractor.

Councillor Vacancy:

The Clerk had been contacted by an interested resident and had received a short résumé from that person. Councillors had spoken with other interested residents but to date no further details about themselves had been submitted. It was agreed to accept applications until 31st October 2016 to be considered and the position filled at the November meeting.

Parking Restrictions – Mill Lane:

The Memorial Hall had been booked for an open meeting for residents to be held on Saturday 24th September 2016.

Use of the Parish Field:

The Chairman had not put a notice in the Parish Magazine following contact from a resident who was a qualified drone pilot and stated that the aviation authority governed air space. The Parish Council however, as owner of the Parish Field, is responsible for the Field and the users of that facility. It was resolved that a notice would be placed in the Parish Magazine stating that a drone operator should not launch a drone from the Parish Field.

Cory Litter Bin Review:

Cllr Gosbee had investigated charges for a similar service from Veolia who, unfortunately, do not empty small bins. For a charge of £31.06 per month they would provide a small bulk bin which the small bins could be emptied into by a willing person. This would then have to be wheeled on collection day to a suitable point near to the noticeboard. Cllr Gosbee was thanked for his work on this matter. Councillors agreed to remain with the current contractor at £34.67 per month.

Speedwatch Equipment:

The Clerk had chased the funds from KCC but had not received a reply. Cllr Croucher raised concerns about storing the equipment in the trailer and offered to store the equipment at her house. The Chairman suggested this be reviewed once the apparatus is received.

8. GRANDSHORE LANE TRAFFIC ISSUES

Cllr Staples had received a call from a concerned resident following damage to a tree by a large lorry. This is now a regular occurrence. The small grass area close to the junction is also being encroached by articulated lorries. The resident had contacted KCC requesting a sign at the entrance to Grandshore Lane restricting large vehicles and had been asked if the Parish Council supported this move. Cllr Gosbee would ask the Highways Steward for her advice on this matter. Cllr Croucher suggested contacting Stephen Node at KCC. Cllr Vernon believed posts could be erected on the verge to protect resident's property.

9. HEADCORN AIRFIELD CONSULTATIVE COMMITTEE

Cllr Gosbee reported that the air crash at Shoreham had caused many implications for small airfields. It was hoped that once the Government had reviewed the current legislation the laws would be relaxed a little. A small air show will take place at Headcorn on 14th – 15th August with a flypast by the Red Arrows. Three complaints had been received two of which involved training exercises, one by a Chinook helicopter and the other by the parachute plane.

10. ROAD REPORT

Cllr Gosbee reported that Buckhurst Bridge was due for repair. Councillors had seen workmen in the vicinity and believed repairs may have taken place. The dip in the road at Grandshore Lane had been filled. If funds allow Highways had said they would resurface the road next year. Other potholes along Grandshore Lane had not yet been repaired and will be chased. Cllr Gosbee had registered a complaint with regard to overgrown verges. Cllr Cullingworth had reported two potholes outside of the primary school.

Cllr Gosbee requested Highways issues noted by Councillors when travelling around the village in the coming weeks be reported to him as he would be unable to drive for six weeks from 23rd June.

11. PLANNING

Applications:

16/502464 **Poundlands Farm, Biddenden Road** – Demolition of former barracks building: Construction of (1) one single storey outbuilding containing garage (with attic space), pool room and stable, (2) outdoor swimming pool, and (3) tennis court with 2.75m high upvc covered black or green chain link fencing (resubmission of planning permissions TW/10/01276 and TW/13/00410)

It was proposed by Cllr Cullingworth, seconded by Cllr Croucher and agreed unanimously to recommend APPROVAL.

16/504179 **Gould Farm, Mill Lane** – Change of use of land from agricultural to equestrian and erection of a stable block and access gate. (Revised Scheme)

It was proposed by Cllr Vernon, seconded by Cllr Croucher and agreed unanimously to recommend APPROVAL but to reiterate the previous comment made regarding screening.

16/504524 **Ferrers, Sand Lane** – Variation of a condition on ref 15/509966 for the addition of 3 No. Conservation Style Rooflights, 1 No. Dormer Window and Lean-to log store.

Cllr Vernon was disappointed to see that the log store had already been built. It was proposed by Cllr Croucher, seconded by Cllr Cullingworth and agreed unanimously to recommend APPROVAL.

16/504661 **Park Farm House, Cranbrook Road** – The erection of a timber greenhouse
16/504663/LBC

It was proposed by Cllr Gosbee, seconded by Cllr Cullingworth and agreed unanimously to recommend APPROVAL.

Decisions:

15/505149 **Land at Pullen Farm, Staplehurst Road** – Provision of a temporary construction access and compound (within the administrative boundary of Tunbridge Wells Borough Council) to facilitate construction of solar farm (within the administrative boundary of Maidstone Borough Council)

Permission REFUSED

16/503207 **Knoxbridge Farm, Cranbrook Road** – Prior Notification for the change of use of 2 no. agricultural buildings to use as 3 no. dwellinghouses (Use Class C3) and for associated operational development

Permission GRANTED

12. CORRESPONDENCE

EiS Kent:

Notification that KCC funding would continue for Parish website hosting for the present

TWBC:

Request to place a charity textile bank in village. Clerk to respond that there is one on site already

Clarification and new timetable for changes to the CAV visits to the village from 30th July; visit <http://www.tunbridgewells.gov.uk/residents/bins-and-recycling/bulky-waste-collection> for further information

13. FINANCE

It was proposed by Cllr Gosbee, seconded by Cllr Vernon and agreed unanimously to pay the accounts as follows:

	<u>Incl. VAT</u>	<u>Excl. VAT</u>
Tower Mint (Queen's 90 th event)	£247.80	£206.50
Brooks Marquee Hire (Queen's 90 th event)	£300.00	£250.00
Kent Grassland Services (grounds maintenance)	£147.00	£122.50
Cory Environmental (rubbish collection May)	£9.60	£8.00
Frittenden Memorial Hall (hall hire)	£15.00	N/A
D A Jenkins (Clerk's Salary & Expenses)	£276.26	N/A
HMRC (tax Apr, May June)	£195.80	N/A
The Bell & Jorrocks (band Queen's 90 th event)	£500.00	N/A
BM Ambulance Service Ltd (First Aid Queen's 90 th)	£82.90	£69.08
E-on DD May (street lights)	£20.51	£19.53

There being no further business the Chairman closed the meeting at 9.35pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 19th July 2016 at 7.30pm.

Present were: Mr A Staples (Chairman)
Mr L Gosbee (Vice-Chairman)
Mrs H Cullingworth
Mr R Vernon

In attendance: Mrs D Jenkins (Clerk) Borough Cllr Hannam (arrived part way through the meeting) and Mrs H Gosbee.

PUBLIC FORUM:

The Chairman advised Councillors that following the recent frequent attendance of the public at meetings it was decided to offer an open session before each meeting for attendees to speak. However, on this occasion there were no members of the public present.

1. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Croucher.

2. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

3. BOROUGH & COUNTY COUNCILLOR UPDATE

Cllr Hannam reported that following a meeting of the Full Council to be held on 20th July it was expected that the Civic Centre project would progress to the second stage. Cllr Hannam stated that his main concern for this project was to protect the interests of the people of Frittenden and Sissinghurst.

4. TO APPROVE THE MINUTES OF THE PREVIOUS MEETINGS

It was proposed by Cllr Cullingworth, seconded by Cllr Vernon and agreed unanimously to approve the minutes.

5. MATTERS ARISING FROM THOSE MINUTES

Planning Proposal:

The Chairman stated that no planning application had been received to date. It was confirmed that the site proposal was in the Conservation Area.

Frittenden Community Group:

It was agreed that anything of public interest should be posted on the FB site. Cllr Ballantyne was not present at the meeting but she should be given the authority to post notices such as the Open Meeting in September and Highways road closures or works.

Street Lighting:

The Clerk had spoken with the lighting contractors about the possibility of changing the street lights to LED but had been advised that as the current lights were already of low wattage the savings in electricity costs would be minimal. It was understood that the current lamps had a further lifespan of around six years. The timer on the lamp opposite the shop had been reset.

Councillor Vacancy:

Cllr Cullingworth reported that she had spoken with an interested resident and would encourage them to send a résumé to the Clerk. The Chairman had also been approached by an interested party and would ask them to do the same. Cllrs Gosbee and Cullingworth knew of one other person who may be

interested in the vacancy. It was noted that applicants had until 31st October 2016 to record their interest and submit a résumé.

Parking Restrictions – Mill Lane:

Cllr Vernon would send a notice of the open meeting to the editor of the Parish Magazine. Notices would also be posted on the Website and the FB site. The open session would start at 10.00am in the Memorial Hall on Saturday 24th September 2016.

Use of the Parish Field:

The Chairman reported that a Parish Magazine had not been published since he had written the notice prohibiting drone operators from launching a drone from the Parish Field.

Speedwatch Equipment:

The Chairman confirmed that the Speed Watch equipment had been ordered. Due to an update in the apparatus which allowed the operator to read the speed of a vehicle from behind the screen the cost of the equipment had increased by £200. Sandhurst PC had agreed to go halves on the increased cost. It was proposed by Cllr Vernon, seconded by Cllr Gosbee and agreed unanimously to pay an extra £100 to purchase the updated Speedwatch equipment. There was a lead time of four weeks from the date of order. Cllrs Croucher and Staples would collect the equipment and receive a free half hour training session at the same time. Cllr Croucher would organise the working arrangements with Sandhurst PC.

Correspondence:

Cllr Croucher had placed leaflets regarding the new CAV arrangements at various outlets in the village.

6. 20 MPH TRIAL SPEED LIMIT REDUCTION

The Chairman asked for Councillors thoughts on the inclusion of Frittenden in the trial. This would encompass the whole 30mph envelope. Cllrs agreed that they didn't expect traffic to reduce their speed to 20mph but felt that any reduction would be positive. Cllr Hannam had explained that the speed limit couldn't be policed but it was expected that measures such as a chicane at all entrances to the village would be built to slow down the traffic. A speed survey conducted by TWBC would take place before and after the trial to decide if a reduction was worthwhile in a village such as Frittenden. Funding for the trial would be sourced by TWBC. Cllr Hannam stated that obtaining funding would be easier if a commensurate sum was offered by the Parish Council. The Chairman replied that the Parish Council had little surplus funds. If TWBC agreed to include the Parish in the trial a public consultation would be conducted beforehand.

7. TREE WORK ON PARISH FIELD

A resident whose property bounded the Parish Field had contacted the Chairman with regard to reducing the height of Oak and Ash trees on the field which were shading her garden. The Chairman had visited the site and agreed the trees required some maintenance. A quote of £660 had been received to cut the Ash to head height and to trim back the Oak. It was agreed to seek two further quotes as per the standing orders before agreeing to the work.

8. ROAD REPORT

Cllr Gosbee reported that further to a resident's concerns regarding large lorries using Grandshore Lane he had suggested that the resident contact KCC to request the erection of bollards on the grass area at the junction. Nothing further had been heard by Cllr Gosbee. There is a possibility that the white lines might be repainted at the end of Grandshore Lane. A tree overhanging the road by the bridge at Satins Hill had been reported to Highways. A broken branch on London Lane had likewise been reported. Cllr Gosbee had engaged the assistance of Helen Grant MP in attaining Highways to cut the grass verges which had been completed within four days. It was agreed to thank Helen Grant for her assistance. The Chairman noted that Buckhurst Bridge had not been repaired. Cllr Cullingworth stated that the crack in the bridge had been filled with cement which looked unsightly.

9. PLANNING

Applications:

- 16/504748 **Hollin Root Farm, Bubhurst Lane** – Conversion of an existing office to form a two bedroom property
- It was proposed by Cllr Cullingworth, seconded by Cllr Gosbee and agreed unanimously to recommend APPROVAL.
- 16/505092 **3 Sunnyside Cottages, Biddenden Road** – Erection of a single storey rear extension, 2no. dormer windows to the rear elevation and the insertion of 2 no. roof lights to the front elevation
- It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and agreed unanimously to recommend APPROVAL.
- 16/505305 **Park Farm House, Cranbrook Road** – Single storey extension to north side
- It was proposed by Cllr Gosbee, seconded by Cllr Cullingworth and agreed unanimously to recommend APPROVAL.
- 16/5055563 **Burnt House Farm, Cranbrook Road** – Two storey extension and related internal alterations incorporating new entrance and porch area
- It was proposed by Cllr Vernon, seconded by Cllr Gosbee and agreed unanimously to recommend APPROVAL.
- 16/05778 **Newlands, Sand Lane** – Conversion of existing garage and extension to provide additional accommodation
- It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and agreed unanimously to recommend APPROVAL.
- 16/05803 **The Old Barn, Cranbrook Road** – Detached garage
- It was proposed by Cllr Vernon, seconded by Cllr Gosbee and agreed unanimously to recommend APPROVAL.

Decisions:

- 15/503768 **Coldharbour Farm, Coldharbour Lane** – New orangery
- Permission GRANTED
- 16/503891 **The Agricultural Barn, Ambers Oast, Frittenden Road** – Prior Notification for the change of use of agricultural buildings and land within their curtilage to a use falling within Class C3 (Dwelling House)
- Permission REFUSED
- 16/504052 **Tolehurst Farm Barn, Knoxbridge** – Prior Notification for the change of use of an agricultural building and land within its curtilage to 3 dwelling houses together with associated building operations.
- Permission GRANTED
- 16/504179 **Gould Farm, Mill Lane** – Change of use of land from agricultural to equestrian and erection of a stable block and access gate (Revised Scheme)
- Permission GRANTED

Correspondence:

There was none.

10. CORRESPONDENCE

Kent Tree and Pond Partnership:

Offer to carry out tree walk in village – Clerk to respond that Cllrs are interested

TWBC:

Notice of new Civic Amenity Refuse Vehicle timetable

KCC:

Kent Waste Disposal Strategy public consultation at: <http://www.kent.gov.uk/wastestrategy>

11. FINANCE

It was proposed by Cllr Cullingworth, seconded by Cllr Vernon and agreed unanimously to pay the accounts as follows:

	<u>Incl. VAT</u>	<u>Excl. VAT</u>
Cory Environmental (rubbish collection June)	£9.60	£8.00
Gala Tent Limited (tent spares EF)	£1099.96	£916.63
Streetlights (timer repair)	£33.00	£27.50
A C Services (update Chairman's Board)	£70.00	N/A
Castle Marquees (toilet hire Queen's 90 th)	£120.00	£100.00
Kent Grassland Services (grounds maintenance)	£147.00	£122.50
Frittenden Memorial Hall (hall hire)	£15.00	N/A
D A Jenkins (Clerk's Salary & Expenses)	£283.24	N/A
Mr M Cooper (tent spares EF)	£300.43	£250.36
E-on DD June (street lights)	£19.85	£18.90

Receipts:

KCC Speed Watch equipment grant £1950

L J Gosbee Donation Queen's 90th £20.00

Tent Team Donation (EF) £650.00

The Chairman noted that a second litter pick had taken place in the village last year and requested Councillors discuss this at the next meeting in September, the Clerk to add to the agenda.

There being no further business the Chairman closed the meeting at 9.10pm

A meeting of the Parish Council was held at Frittenden Memorial Hall, on Tuesday 30th August 2016 at 7.30pm.

Present were

Mr A Staples (chairman)

Mr L Gosbee (Vice-Chairman)

Mr R Vernon

Mrs Heather Cullingworth

Mrs K Ainsworth

Mrs J Croucher

Members of the Public. Mrs H Gosbee and Roy Kemp

Apologies Mrs D Jenkins (clerk)

Planning

Pound Hill Cottage 16/05753/Full

It was proposed by Mrs H Cullingworth and seconded by Mrs K Ainsworth and agreed to unanimously to recommend APPROVAL.

Lakeside Farm 16/05831/FULL

It was proposed by Mr L Gosbee and seconded by Mr R Vernon with 5 votes and 1 neutral to recommend REFUSAL.

The proposed development is not sympathetic to the Frittenden Conservation Area in which it would be sited.

It would not positively contribute to the character of the area and could not justify the loss of part of this unique green space within the centre of the village.

Old Hungerden 16/06168/FULL

It was proposed by Mr R Vernon and seconded by Mrs H Cullingworth and agreed unanimously to recommend APPROVAL, providing that the development will have no adverse affect on the nearby listed building.

Buckhurst Farm 16/06286/PNQCLA

This application was noted.

There being no other business the meeting closed at 8.03pm.

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 20th September 2016 at 7.30pm.

Present were: Mr A Staples (Chairman)
Mrs K Ballantyne (arrived during item 4)
Mrs J Croucher
Mrs H Cullingworth
Mr R Vernon

In attendance: Mrs D Jenkins (Clerk) Borough Cllr Hannam and one member of the public.

PUBLIC FORUM:

No members of the public requested to speak.

1. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Gosbee.

2. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

3. BOROUGH & COUNTY COUNCILLOR UPDATE

Cllr Hannam reported that there was no further news on the 20mph speed limit trial. The Overview & Scrutiny Committee had been tasked with looking into village Speedwatch issues after Hawkhurst Speedwatch group reported their frustration with the process to TWBC. The Civic Centre project is steaming ahead however no guarantee had been given that residents in rural areas won't be adversely affected.

Cllr Croucher advised Cllr Hannam that a new Speedwatch coordinator had been appointed following a period without any lead. Various new systems are to be implemented to include occasional visits by the police during Speedwatch checks.

Cllr Staples reported that at the recent Parish Chairman's meeting he had learned that TWBC would be introducing a lottery for good causes; devolution ideas had been put on the back burner; a system of voluntary transport organised by a Tunbridge Wells business Imargo had been implemented.

4. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and agreed unanimously to approve the minutes of the July meeting.

It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and agreed unanimously to approve the August Planning meeting minutes kindly written by Cllr Croucher.

5. MATTERS ARISING FROM THOSE MINUTES

Councillor Vacancy:

Cllr Staples stated that four residents had expressed an interest in filling the vacancy which would be decided in November. The deadline for applications was the 31st October.

Parking Restrictions – Mill Lane:

Cllr Vernon volunteered to make a short presentation at the start of the open session on 24th September to explain why public views were being sought. Although the meeting had been called specifically to discuss the Mill Lane junction, on the advice of KCC, it was agreed by Councillors that this was also an opportunity for residents to raise any concerns they may have in relation to the village. Cllr Cullingworth stated that an increase in the limited parking in the Parish Field may help with parking issues outside of the school. The Chairman would place some posters around the village advertising the event. Cllr Ballantyne would add an item to FB.

Use of the Parish Field:

Neither the Chairman nor other Councillors had received any reports of further incidences.

Correspondence:

The Chairman reported that the Civic Amenity Vehicle leaflets Cllr Croucher had placed at various outlets in the village had been printed incorrectly. The new dates were publicised on the noticeboard, the village shop, FB and the website. At the Chairman's meeting TWBC had reported that since the introduction of the new system there had been a significant reduction in the amount of waste being collected. This could be due to commercial waste not being accepted. No increase in fly tipping had been reported. The Clerk and the Chairman would be attending a meeting on Thursday 22nd September with Paul Shipley, TWBC, to discuss the CAV.

Despite chasing, the Clerk had not received any further information on a Tree Walk offered by Kent Tree and Pond Partnership.

6. TREE WORK ON PARISH FIELD

Cllr Ballantyne declared an interest as one of the quotes submitted was from a close friend.

The Chairman had received two written quotes for the work. A third contractor had been approached but declined to quote for this work. It was proposed by Cllr Cullingworth, seconded by Cllr Vernon and agreed by four votes to accept the quote from Ben Hatcher Tree and Garden Services for £660. Cllr Ballantyne abstained. The Clerk would write to Mr Hatcher. The Chairman confirmed that the resident who had requested the work had kindly offered to pay 25% of the total cost.

It was agreed to amend the future grounds maintenance contracts tender form to include cutting the top of the perimeter hedge.

7. SCHOOL PADDOCK

The Chairman had been contacted by the Head Teacher of the primary school requesting permission to erect a gate between the Paddock and the public footpath leading to the Churchyard to prevent children from wandering off. Councillors had no objection to this proposal. Permission would be required from Mr & Mrs C Parish from whom the Parish Council lease the Paddock. The Chairman would contact the owners before replying to the school.

8. SPEEDWATCH UPDATE

Cllr Croucher reported that a speed check had taken place outside of Chestnut Close with the new equipment. Ten cars were caught speeding between 38 – 48mph. All results are to be entered onto a spreadsheet and sent to Kent Police who will give feedback. There are seven trained volunteers in Frittenden but more are needed. Training is now online. Cllr Ballantyne suggested feedback is given to the primary school for addition to their newsletter.

9. APPOINTMENT OF KALC AREA REPRESENTATIVE

Following the reinstatement of the Tunbridge Wells Area Committee it was agreed to appoint a representative from the Parish Council to attend meetings. Unfortunately, the meeting this quarter coincided with FPC meeting but it was hoped a Councillor would be able to attend future meetings. Cllr Cullingworth volunteered to be the KALC representative.

10. ANNUAL RETURN – AUDITORS REPORT

The Clerk reported the Auditors had returned the Annual Return and no matters had been drawn to the Auditors attention. The Chairman thanked the Clerk for completing the year end accounts and receiving a satisfactory report. The Chairman is to carry out a mid year internal review of the accounts.

11. VILLAGE CLEAN UP DAY

Councillors agreed to hold a second clean up day on 22nd October 2016 10-12pm to meet at the Bell & Jorrocks. Cllr Croucher would order the equipment. Cllr Ballantyne volunteered to make posters and place an item on FB. The Clerk would contact James Tuke to add an item to the parish website. The Bell & Jorrocks had offered to lay on suitable food and Mr & Mrs Jauncey had agreed that their field could be used for rubbish collection. Cllr Vernon will ask Bumbles if they would be willing to contribute a bag of bulbs, as they had previously. Cllr Ballantyne volunteered to manage those working on the Parish Field. Cllr Croucher agreed to speak to Mike Cooper, Jeremy Beech and Dick Munton with regard to picking up the rubbish and to arrange the use of the vehicle for collecting the rubbish.

12. ROAD REPORT

In his absence Cllr Gosbee had sent in a written report: there had been less fly-tipping in the village over the summer; the damaged bridge at Satins Hill had been reported and work should begin soon; potholes in Grandshore Lane and Sand Lane had been reported; white lines at the eastern end of Grandshore Lane should be repainted imminently.

13. PLANNING

Applications:

16/06522 **Redundant Agricultural Building, Ayleswade Lane, Biddenden** - Prior Notification for change of use of an agricultural building to a single dwellinghouse (Use Class C3)

NOTED by Councillors

Decisions:

16/502464 **Poundlands Farm, Biddenden Road** – Demolition of former barracks building: Construction of (1) one single storey outbuilding containing garage (with attic space), pool room and stable, (2) outdoor swimming pool, and (3) tennis court with 2.75m high upvc covered black or green chain link fencing (resubmission of planning permissions TW/10/01276 and TW/13/00410)

GRANTED permission

16/504661 **Park Farm House, Cranbrook Road** – The erection of a timber greenhouse

GRANTED permission

16/504663/LBC **Park Farm House, Cranbrook Road** – The erection of a timber greenhouse

WITHDRAWN

16/504748 **Hollin Root Farm, Bubhurst Lane** – Conversion of an existing office to form a two bedroom property

GRANTED permission

16/505092 **3 Sunnyside Cottages, Biddenden Road** – Erection of a single storey rear extension, 2no. dormer windows to the rear elevation and the insertion of 2 no. roof lights to the front elevation

GRANTED permission

16/505305 **Park Farm House, Cranbrook Road** – Single storey extension to north side

GRANTED permission

16/505306	Park Farm House, Cranbrook Road – LBC: Single storey extension to north side GRANTED permission
16/05753	Pound Hill Cottage, Biddenden Road – Extension of existing holiday cottage GRANTED permission
16/05778	Newlands, Sand Lane – Conversion of existing garage and extension to provide additional accommodation GRANTED permission
16/05803	The Old Barn, Cranbrook Road – Detached garage GRANTED permission

Correspondence:

It was noted that from 1st October 2016 TWBC would no longer be writing to neighbours of planning applicants and that there would be an increase in the charge for pre-application advice. Cllr Vernon would write an article for the Parish Magazine and Cllr Ballantyne would add an item to FB.

14. CORRESPONDENCE

Frittenden Primary School:

Request for details of the owners of potential Forest School sites – Cllr Cullingworth to suggest delivering a generic letter to the houses adjacent to the sites as the PC is unable divulge personal information

Relate West and Mid Kent:

Request for publicity and donation – sent to Parish Magazine; to review with other donations. Policy to be drafted before October meeting

15. FINANCE

It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and agreed unanimously to pay the accounts as follows:

	<u>Incl. VAT</u>	<u>Excl. VAT</u>
JRB Enterprise Ltd (Dog waste bags)	35.28	29.40
Frittenden Pre-school (Donation EF)	400.00	N/A
Cory Environmental (rubbish collection July)	£41.60	£34.67
Unipar Services LLP	£2574.00	£2145.00
Kent Grassland Services (grounds maintenance)	£294.00	£245.00
Mr Chris Brown (Expenses EF)	£65.98	£57.65
Mr P Betts (Expenses EF)	£78.11	£72.22
Cartridge Save (stationery)	£41.11	£34.26
Frittenden Memorial Hall (hall hire)	£30.00	N/A
PKF Littlejohn LLP (Audit)	£120.00	£100.00
HMRC (Tax & NI)	£145.00	N/A
D A Jenkins (Clerk's Salary & Expenses)	£150.70	N/A

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E-on DD July & Aug (street lights)	£41.02	£39.06
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Receipts:

Donation from Cllr Gosbee £100

There being no further business the Chairman closed the meeting at 8.55pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Wednesday 19th October 2016 at 7.30pm.

Present were: Mr A Staples (Chairman)
Mrs K Ballantyne (arrived during Public Forum)
Mrs J Croucher
Mrs H Cullingworth
Mr L Gosbee

In attendance: Mrs D Jenkins (Clerk) Borough Cllr Hannam, Mrs H Gosbee and six members of the public.

Before the start of the meeting the Chairman congratulated Cllr Cullingworth on receiving her 'Individual Hero' Award from TWBC.

PUBLIC FORUM:

Two members of the public spoke with regard to planning application 16/06757 raising concerns about windows overlooking the neighbouring property and the proximity of the proposal to the neighbouring boundary. A resident spoke about the telephone box being removed from the village and requested that the Parish Council purchase it from BT.

1. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Vernon.

2. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

3. BOROUGH & COUNTY COUNCILLOR UPDATE

Cllr Hannam reported that TWBC would no longer notify residents of planning applications submitted by their neighbours. Cllr Hannam had received a number of concerns from residents relating to this and was raising the issue with TWBC. An increase in the fee for pre-application advice is also planned. The reduced Civic Amenity Vehicle service seemed to have been accepted by residents. Various ways of recycling are being investigated and along with Cllr Holden, Cllr Hannam is pushing for a recycling centre in the Cranbrook area. TWBC waste contract is due to expire in 2018 and discussions to improve the service were taking place. Parishes were being asked for their suggestions for improvement. Following the appointment of the new Speed Watch Co-ordinator the teams in Sissinghurst and Frittenden had reported improvements in the system. The current speed limit on the A229 would be reduced by 10mph between Willesley Pound and Staplehurst through the support of Cllr Holden.

4. TO APPROVE THE MINUTES OF THE PREVIOUS MEETINGS

It was proposed by Cllr Croucher, seconded by Cllr Cullingworth and agreed unanimously to approve the minutes of the September meeting.

5. MATTERS ARISING FROM THOSE MINUTES

Councillor Vacancy:

Cllr Staples noted that four residents had expressed an interest so far. The closing date for applications is 31st October 2016.

Correspondence:

The Chairman had placed an article in the Parish Magazine requesting comments with regard to the CAV service. No feedback had been received by Councillors.

The Clerk would chase David Carey Tree Warden regarding his offer of a Tree Walk in the village.

School Paddock:

Cllr Staples had spoken with Mr & Mrs Parish who had agreed that a gate could be erected on the public footpath on the condition that it was not locked. The school had been informed.

Speed Watch:

Cllr Croucher reported that nothing further had been heard with regard to online training. The team have been out three times each week. A number of offenders have been recorded in Biddenden Road and Cranbrook Road. Cllr Croucher had a list of volunteers requiring training.

Annual Return:

The Chairman stated that he had just completed the mid-year review of the accounts and all was satisfactory.

Village Clean Up Day:

Cllr Croucher commented that no volunteers had registering with her to date. A second person is required to assist Mr Jeremy Beech with the rubbish collection vehicle. All arrangements are in place. The Bell & Jorrocks have agreed to provide a reduced rate lunch. The Parish Council thanked Cllr Vernon, in his absence, for kindly donating a sack of bulbs for planting.

6. MILL LANE PARKING

The Chairman reported that the meeting on 24th September had attracted 40 residents. A questionnaire had been distributed to those present of which 21 had been completed and returned. The junction is a dangerous and sensitive issue. Cars parking within 10 metres of a junction are in contravention of the Highway Code. Residents attending the meeting also mentioned parking issues at Weaversden, Biddenden Road; Lakeside Farm, The Street; and at the Memorial Hall. Cllr Vernon had been in contact with Kent Highways since the meeting. Road markings at the Mill Lane junction would be pursued. Councillors made various suggestions for improvements to the issue including: placing a notice on illegally parked cars; talking in person to known offenders; adding an item to the FB page advising people of the Highway Code rules; recording number plates to note any persistent offenders. Cllr Ballantyne suggested that the school initiate a walking bus system that may alleviate the parking congestion outside of the primary school during drop off and collection times. Cllr Cullingworth was asked to mention this idea to the school.

It was agreed that Cllr Staples would write an article for the Parish Magazine on good mannered parking and Cllr Vernon would continue to liaise with Kent Highways.

7. VILLAGE SIGN

It had been noted that the vertical post supporting the decorative millennium sign was rotting at the base. The sign itself is also obscured by the adjacent tree overhanging the footpath. Cllr Gosbee offered to speak with the owner of Ivy House with regard to cutting back the tree. Cllr Croucher would ask Mr Mike Ashbee for advice on the repair of the post.

8. TELEPHONE BOX

A notice had been placed on the red telephone box advising that its removal would take place after 42 days of the placing of the notice. A telephone number for further information had been included on the notice. A resident had kindly spoken with TWBC as to whether the telephone box was listed and whether there had been submission of a planning application to remove the box. Neither was found. Cllr Ballantyne would send the Clerk the telephone number on the notice and enquiries would be made regarding the Parish Council purchasing the box. The Clerk reported that BT had offered to sell the box to the Parish Council for £1, to include the removal of the telephone, some years ago. This had been rejected by Councillors as some residents had still been using the telephone at that time. It was proposed by Cllr Croucher, seconded by Cllr Gosbee and agreed to purchase the telephone box if the cost was £1.

9. PARISH FIELD PARKING AREA

Cllr Cullingworth suggested to Councillors that to assist with parking problems in the village the parking area in the Parish Field be extended for public parking. Cllr Staples replied that the area to extend would be constrained by trees and the children's play area. The cost of surfacing the area would also be expensive and could not be paid for out of the current budget. It was agreed to walk the course and look at the various options available. Councillors would meet on site at 9am on Saturday 22nd October. The results of the visit would be discussed at the next meeting.

10. HEADCORN AIRFIELD CONSULTATIVE COMMITTEE

Cllr Gosbee reported that the meeting would take place on Tuesday 25th October at 2.30pm. He would be unable to attend on this date. Cllr Croucher stated that she may be able to attend in his place. It was agreed to ask Mr James Tuke, who would be at the meeting, to send a note of the meeting to the Parish Council for reference. The Clerk would contact Mr Tuke.

11. GROUNDS MAINTENANCE CONTRACTS REVIEW

The current contract was reviewed. It was proposed by Cllr Croucher, seconded by Cllr Gosbee and agreed to amend Contract 5 to include cutting the tops of all the hedges within the Parish Field to a height of 2 metres. Cllr Croucher reported that the hedge on the Laundry Lane side had not been cut to date. The Clerk would chase the contractors.

Cllr Staples noted that a tree adjacent to the telegraph pole in the Laundry Lane hedge required attention from a tree surgeon as this was now interfering with the cables attached to the pole. He agreed to speak with Ben Hatcher, Tree Surgeon, for advice.

12. PARISH LAPTOP REPLACEMENT

The Clerk had spoken with James Tuke, Webmaster, for his advice on a replacement laptop. A Dell home and business laptop had been suggested. The cost of the laptop was within the £500 the Council had budgeted for a replacement. It was proposed by Cllr Croucher, seconded by Cllr Ballantyne and agreed unanimously to proceed with the purchase.

13. ROAD REPORT

Cllr Gosbee reported that Satins Hill Bridge had been repaired. Potholes in Grandshore Lane and Biddenden Road had been filled. Potholes at Weald View had been reported and may possibly have been repaired today. The resurfacing of Grandshore Lane had been scheduled for the following year. Cllr Gosbee had spoken with Highways Liaison Officer Emma Pavitt with regard to white lines being painted at the east end of Grandshore Lane at the junction with Cranbrook Road, and outside of the school. Fly tipping at London Lane had been reported.

14. PLANNING

Applications:

16/06627 **Pullen Farm, Staplehurst Road** – Lawful Development Certificate (Existing) – Small increase in curtilage of garden from agricultural land

NOTED by Councillors

16/06713 **Grandshore Place, Grandshore Lane** – Lawful Development Certificate (Existing) – use of land for the siting of a mobile home

NOTED by Councillors

16/06720 **Land Near Tolehurst Cottage, Knoxbridge** – Three year temporary consent for the placement of a mobile home for use as agricultural workers accommodation

It was proposed by Cllr Ballantyne, seconded by Cllr Gosbee and agreed unanimously to recommend Approval.

16/06757 **Old Brickyard Cottage, Dig Dog Lane** – Demolition of existing single storey side extensions and erection of two storey side extension. Provision of rooflight to existing flat roof.

It was proposed by Cllr Gosbee, seconded by Cllr Croucher and agreed by 4 votes with 1 abstention to recommend REFUSAL due to the proximity of the proposal to the neighbouring property, the height and massing of the development and the overlooking of windows resulting in a loss of privacy to the neighbours. Councillors agreed they would be more amenable if the proposal removed the windows overlooking the neighbour's property.

16/06814 **Knoxbridge Farm, Knoxbridge** – Environmental Screening Opinion – Proposed extension of three existing hen houses

NOTED by Councillors

Decisions:

16/504524 **Ferrers, Sand Lane** – Variation of condition 2 of TW/15/509966 (replacement oak framed house and detached garage) for the addition of 3no. Conservation style rooflights, 1no. dormer window and lean-to log store.

GRANTED permission

16/05831 **Lakeside Farm, The Street** – Erection of a detached dwelling with garage, parking provision and other associated works

REFUSED permission

16/06168 **Old Hungerden, Green Lane** – Construction of a new 2-bay oak framed garage with lean-to log store

GRANTED permission

16/06286 **Building at Buckhurst Farm, Biddenden Road** – Prior Notification for the change of use of a building and land within its curtilage from the agricultural use to a use falling within Class C3 (Dwellinghouse)

GRANTED permission

Correspondence:

There was none.

15. CORRESPONDENCE

KALC:

Notice of AGM and voting papers Saturday 19th November – TS, LG & HC to attend

16. FINANCE

It was proposed by Cllr Croucher, seconded by Cllr Cullingworth and agreed unanimously to pay the accounts as follows:

	<u>Incl. VAT</u>	<u>Excl. VAT</u>
Kent Grassland Services (grounds maintenance)	£147.00	£122.50
Stationery Express (stationery)	8.45	7.05
Mrs J Croucher (Speed Watch expenses)	42.39	35.32
Frittenden Memorial Hall (hall hire)	£30.00	N/A

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D A Jenkins (Clerk's Salary & Expenses)	£308.18	N/A
E-on DD Sept (street lights)	£23.04	£21.94

There being no further business the Chairman closed the meeting at 9.15pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 15th November 2016 at 7.30pm.

Present were: Mr A Staples (Chairman)
Mrs J Croucher
Mrs H Cullingworth
Mr L Gosbee
Mr R Vernon

In attendance: Mrs D Jenkins (Clerk) County Cllr Sean Holden, Mrs H Gosbee and three members of the public.

PUBLIC FORUM:

No members of the public wished to speak.

1. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Ballantyne, Councillor Hannam and James Tuke.

2. CO-OPTION TO FILL COUNCILLOR VACANCY

It was proposed by Cllr Staples and seconded by Cllr Vernon and agreed to carry out a signed ballot. The vote took place and the Clerk announced that Mr James Tuke had received more than 50% of the votes. Unfortunately, Mr Tuke was unable to be present at the meeting. The Clerk would notify him of the co-option results. The remaining candidates were thanked for their interest and for attending the meeting.

3. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

4. BOROUGH & COUNTY COUNCILLOR UPDATE

Cllr Holden reported that the Leader of Kent County Council Paul Carter had written an article on Devolution; transferring power to the lower tiers of local government. Five District Councils in East Kent were discussing forming a super council and breaking away from Kent County Council. TWBC housing quota had increased from 6,000 to 13,000 following the NPPF Objectively Assessed Need (OAN). TWBC do not currently have a five-year housing supply hence the Planning Inspector approving the planning application for 65 houses in Sissinghurst that had been refused by the Borough Council. TWBC is currently discussing the idea of creating a Garden Village by putting all the housing in one place to include the necessary infrastructure rather than building them in existing villages that cannot cope. Cllr Holden stated that he had given £10K each to High Weald Academy and Cranbrook School. Cllr Holden suggested that Frittenden suggest a memorable project if he is re-elected next year. The new signage relating to the reduction in the speed limit of 10mph between Willesley Pound and Knoxbridge should be installed soon. (Cllr Holden left the meeting at this point)

5. TO APPROVE THE MINUTES OF THE PREVIOUS MEETINGS

Following the addition of Cllr Gosbee to Page 1708 Item 15 Correspondence: KALC AGM it was proposed by Cllr Cullingworth, seconded by Cllr Gosbee and agreed unanimously to approve the minutes of the October meeting.

6. MATTERS ARISING FROM THOSE MINUTES

Correspondence:

No feedback had been reported to Councillors with regard to the CAV service.

Speed Watch:

Cllr Croucher reported that training was now available online with 10-12 volunteers listed as waiting for training. There are currently seven trained volunteers. Two speed watch areas have been successful with one less so. The equipment bag zip has failed. The suppliers would be contacted for a

replacement. Cllr Staples requested a rota be circulated to all volunteers. Colin Bullock had offered to assist Cllr Croucher if she wished.

Cllr Cullingworth mentioned that a school parent was distressed that she had received a letter from Kent Police. Cllr Croucher confirmed that a gentle first letter is sent to offenders recording a speed of more than 35mph.

Village Clean Up Day:

Cllr Croucher reported that 33 people had helped on the day and 45 sacks of rubbish had been collected. Other residents had litter picked their areas prior to the day. Cllr Cullingworth was thanked for clearing the moss on the hard surface on the Sunday following. Cllr Croucher was thanked for organising the event.

Mill Lane Parking:

Cllr Staples had circulated to all Councillors an article he had written for publication in the Parish Magazine. This was approved. Cllr Vernon reported that no response had been received from KCC following the public consultation. The Clerk suggested that he contact Emma Pavitt, Highways Steward. Cllr Croucher said that she had spoken to Lee Jules who had agreed to visit the village when he had transport and suggested that a copy of the Highway Code is placed on offender's windscreens. The Chairman wished the disappointment of the Council to be noted. Cllr Cullingworth offered to hand to parents a copy of the article for the Parish Magazine. This was gratefully accepted. Cllrs Ballantyne and Cullingworth are yet to meet Ms Costello regarding parking at the school and the walking bus.

Village Sign:

Cllr Gosbee had spoken with the owners of Ivy House who agreed to trim back the tree when they were able.

Parish Field Parking Area:

A number of Councillors had viewed the area with the possibility of extending. Cllr Staples suggested an area ending just before the Oak tree towards The Limes. A Weeping Birch would need to be removed but a replacement could be planted between the Oak tree and the tennis court. The Chairman had asked for advice from other Chairman who may have been through a similar process. The project would depend on the cost and the public view. Cllr Cullingworth stated that Cllr Ballantyne had suggested that Larchmere may be interested in part funding the project if their staff could use the car park.

Grounds Maintenance Contract:

It was noted that Laundry Lane hedge had still not been cut. The Clerk would contact the Contractors again. The Chairman had contacted EDF with regard to the tree in the hedge that was growing around the telegraph pole and interfering with the cables. EDF had since visited the site and confirmed that they would reduce the height of the tree to below cable height. The Chairman reported that the footpath leading to Laundry Lane was partially overgrown by a hedge in a private garden. Cllr Croucher agreed to contact the owner.

Parish Laptop Replacement:

The Clerk confirmed receipt of the new laptop. James Tuke had transferred the document from the old laptop. There were currently some issues with the transfer of emails which should be resolved imminently.

7. ANNUAL BUDGET

The Clerk had previously distributed the draft budget which suggested a precept of £12,000 to stand still. This was discussed at the meeting. The Chairman proposed that Councillors review the budget for further discussion and approval at the December meeting.

8. DONATIONS POLICY

The Clerk had drafted a policy on donations for approval at the meeting. It was proposed by Cllr Vernon, seconded by Cllr Gosbee and agreed to adopt the policy.

9. VERGE MAINTENANCE

The Chairman had recently attended a Kent Highways seminar. He learned that the Highways budget was being cut next year and that KCC were keen on devolving some of their responsibilities to Parish Council's, to include verge maintenance. The Chairman had asked what funds would be passed to the Parish Council if they cut the verges themselves. A response is awaited. An option to dip in and out of the responsibility would be available.

10. TREE WALK WITH DAVID CAREY

The Clerk had distributed the dates of availability for the walk. Cllrs Croucher, Cullingworth and Staples were interested in attending. Councillors agreed to email the Clerk with their available dates.

11. HEADCORN AIRFIELD CONSULTATIVE COMMITTEE

Cllr Gosbee read a report from James Tuke: The CAA had tightened things up since the Shoreham incident meaning that Headcorn would only have fly-bys from 'high energy' aircraft; Jamie Freeman will be attending an airfield owners meeting to discuss the way forward; IMPS and Model flying show will take place next year; a 1930's car dragster race will take place in the opposite field; two complaints were made relating to the noise of the Virgin hot air balloon and a low flying aircraft over Bletchenden. The subsequent meeting would be on 14th march 2017.

12. NEXT YEAR'S MEETING DATES

The meeting dates for 2017 were agreed as follows:

Tuesday 17 th January	Wednesday 10 th May (APA)	Tuesday 19 th September
Tuesday 21 st February	Tuesday 16 th May	Tuesday 17 th October
Tuesday 21 st March	Tuesday 20 th June	Tuesday 21 st November
Tuesday 18 th April	Tuesday 18 th July	Wednesday 13 th December

The Clerk would book the Memorial Hall accordingly.

13. ROAD REPORT

Cllr Gosbee reported that white lines had been painted outside of the school and at the end of Grandshore Lane. The potholes that had been reported had been repaired. Those on Headcorn had been marked but not yet filled. Salt boxes had not been replenished but had salt in them from last year. Cllr Gosbee would contact Kent Highways if salt was required. He suggested that Brooks Wood corner may need salting if the temperature falls below freezing.

Cllr Cullingworth reported a road rage incident involving a school parent and a van driver. All parents have been written to asking if anyone recorded the number plate of the abusive van driver. Cllr Staples stated that the Parish Council supported this action.

14. PLANNINGApplications:

16/07129 **Payphone Opposite Frittenden House, Cranbrook Road** – Payphone kiosk removal

NOTED by Councillors who had previously agreed to apply for adoption

16/07144 **Ayleswade Hopper Hut, Ayleswade Lane** – Prior Notification for the change of use of a building and land within its curtilage from an agricultural use to a use falling within Class 3 (Dwellinghouse)

NOTED by Councillors

Decisions:

16/06522 **Redundant Agricultural Building, Ayleswade Lane, Biddenden** - Prior Notification for change of use of an agricultural building to a single dwellinghouse (Use Class C3)

WITHDRAWN

16/06814 **Knoxbridge Farm, Knoxbridge** – Environmental Screening Opinion – Proposed extension of three existing hen houses

NOT REQUIRED

Correspondence:

There was none.

15. CORRESPONDENCE

TWBC

Mayor's Toy Appeal – HC to ask school for nomination suggestions

16. FINANCE

It was proposed by Cllr Croucher, seconded by Cllr Vernon and agreed unanimously to pay the accounts as follows:

	<u>Incl. VAT</u>	<u>Excl. VAT</u>
Mr R Latham (field gate padlock)	£21.26	£17.72
Mr A Staples (laptop reimbursement)	£504.89	£420.75
Grassland Services (grounds maintenance)	£147.00	£122.50
Streetlights (street light repairs)	£95.70	£79.75
Frittenden Memorial Hall (hall hire)	£15.00	N/A
Benjamin Hatcher (tree work)	£660.00	N/A
Mr L Gosbee (mowing)	£50.00	N/A
D A Jenkins (Clerk's Salary & Expenses)	£339.63	N/A
E-on DD (street light energy)	£23.80	£22.67

INCOME:

VAT Return	£1455.93
Mrs S Edington (contribution to tree work)	£165.00

There being no further business the Chairman closed the meeting at 9.00pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Wednesday 14th December 2016 at 7.30pm.

Present were: Mr A Staples (Chairman)
Mr L Gosbee (Vice Chairman)
Mrs H Cullingworth
Mr J Tuke
Mr R Vernon

In attendance: Mrs D Jenkins (Clerk) County Cllr Sean Holden, Borough Cllr James Hannam and Mrs H Gosbee.

PUBLIC FORUM:

There were no members of the public present.

Before the start of the meeting the Chairman welcomed Cllr Tuke and congratulated him on becoming a Parish Councillor.

1. APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs Ballantyne and Croucher.

2. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

3. BOROUGH & COUNTY COUNCILLOR UPDATE

Cllr Holden reported that he had requested that the zig zag lines outside of the school should be repainted along their entire previous length. He understood this work had been completed. Cllr Cullingworth would confirm this.

The A229 speed limit reduction measures between Willesley Pound and Knoxbridge were due to be implemented imminently. New signage would be installed as part of the project.

Due to a rise in the costs of Social Care the Government may allow County Councils to increase their taxes by 3% next year.

Boundary changes would mean that Goudhurst would be brought into the County Division along with Frittenden and Sissinghurst, Cranbrook and Benenden and Hawkhurst and Sandhurst. Cllr Holden would be standing for re-election for this area in 2017.

A Kilndown resident had opened a new café in Cranbrook for people suffering from dementia. Various events were being organised for sufferers. Frittenden residents would be welcome to attend.

The Chairman thanked Cllr Holden for his update and mentioned the lack of communication from KCC following the Mill Lane Parking survey undertaken by the Parish Council. Cllr Holden offered his assistance if required.

Cllr Holden reminded Councillors that funds from his Members Grant were available for community projects in Frittenden.

Cllr James Hannam advised that S106 developer money would be available later next year to assist with affordable housing projects in the Borough. There were currently no schemes in the eastern side of the Borough. If Frittenden Parish Council had a scheme in place funds could be available to assist when they are released.

TWBC have raised £4.5m from the sale of community assets, half of which were from the eastern side of the Borough. The majority of funding is spent in Tunbridge Wells. TWBC are keen to grant funds towards community projects in the eastern half of the Borough. Cllr Hannam intended to speak to the Chairman of Frittenden Memorial Hall with regard to applying for funding for the redevelopment of the hall.

The Borough Council have agreed to delay the discontinuation of planning notification letters to neighbours until April 2017. Parish Councils are being encouraged to write to the Leader of the Council, David Jukes, with their views on the matter. Cllr Hannam suggested this as an item for discussion at the next Parish Chairman's meeting.

The Civic Amenity Vehicle service would be discussed by the Borough Council after six months of the new arrangements. Cllr Hannam wished to know if there had been an increase in fly tipping across the area in that time, resulting in increased cost. Cllr Staples advised that he had written an article for the Parish Magazine asking for resident's views on the new service but he had not received any responses. Cllr Staples noted that the CAV had left the village 15 minutes early during the latest visit leaving a resident dissatisfied. The same collection will not be available for two months. Cllr Hannam would report this to TWBC.

4. TO APPROVE THE MINUTES OF THE PREVIOUS MEETINGS

It was proposed by Cllr Vernon, seconded by Cllr Gosbee and agreed unanimously to approve the minutes of the November meeting.

5. MATTERS ARISING FROM THOSE MINUTES

Borough & County Councillor Update:

The Chairman reported that at the recent Parish Chairman's meeting the Chairman of Goudhurst Parish Council had suggested to the leader of TWBC that local parishes could potentially help with the problem of the increase in housing numbers in the Objectively Assessed Need. This offer was rejected.

Speed Watch:

The Chairman reported that all registered volunteers were completing on-line training. This should increase the number of volunteers in Frittenden. Speed Watch currently took place three times a week for two weeks of the month.

Mill Lane Parking:

Cllr Vernon had still not received a response from KCC. Cllrs Cullingworth and Ballantyne are yet to speak to Ms Costello regarding parking and a walking bus. Cllr Cullingworth would follow this up in the New Year. Cllr Cullingworth believed that a questionnaire on parking measures should be sent to all parents.

Village Sign:

Cllr Croucher had asked Mike Ashbee to look at the rotting post on the village sign. Mr Ashbee suggested a metal holding bracket would be the best option. Costs are to be sought.

Parish Field Parking Area:

A new and extended surface to the area would be investigated further together with an idea of the costs involved.

Grounds Maintenance Contract:

Cllr Staples would confirm whether or not the trees growing around the electricity pole had been reduced in height by EDF.

Parish Laptop Replacement:

Cllr Tuke and the Clerk were still resolving the issues surrounding the receipt of emails on the new laptop.

Verge Maintenance:

No further information had been received to date.

Tree Walk with David Carey:

The Chairman reported that eight or nine people had attended what was a very interesting walk. Those attending had learned more about the trees growing in the centre of the village.

Planning:

The Clerk had logged an on-line enquiry with regard to adopting the phone box which had been acknowledged by BT.

Year's Meeting Dates:

The Clerk reported that Wednesday 12th December 2017 on the meeting dates list should read Wednesday 13th December 2017.

6. SCHOOL CROSSING SAFETY

Cllr Cullingworth reported that a recent unpleasant experience in her role as Lollipop Lady had occurred at the school, with a driver approaching her at speed. This is happening more frequently and had made her feel vulnerable. Various ideas were discussed to alert drivers to the school crossing patrol in advance. It was agreed to add this item to the agenda for further discussion at the January meeting.

7. VOLUNTEER WARDEN SCHEME

Following the pilot scheme introduced jointly by KALC and KCC the initiative would now be rolled out to a limited number of parishes who were interested in employing a Volunteer Warden. The cost to a Parish Council would be £1660 over two years but could be reduced if the Volunteer Warden was shared with other parishes. Councillors discussed the merits of employing a Volunteer Warden and agreed that they did not wish to progress this at the current time.

8. ANNUAL BUDGET

The Clerk had updated the budget and omitted from the income the projected year-end balance in the current account. It was proposed by Cllr Cullingworth, seconded by Cllr Vernon and agreed unanimously to increase the precept to £13k for the year 2017/2018. The Clerk would inform TWBC.

9. DONATIONS

With reference to the Donations Policy the recipients of previous donations were assessed. It was proposed by Cllr Gosbee, seconded by Cllr Cullingworth and agreed unanimously to award the following donations under Section 137 payments:

Citizens Advice Bureau	£100	Kent Air Ambulance	£100
Frittenden Parochial Church Council	£350	Kent Youth	£30
Frittenden Pre-School	£50	Kenward Trust	£100
Frittenden Primary School	£100	Relate	£50
Hawkhurst Cottage Hospital	£100	Royal British Legion	£50
High Weald Academy Farm	£50	Samaritans	£50
Hospice in the Weald	£75	Victim Support	£25

10. ROAD REPORT

Cllr Gosbee reported that potholes on Headcorn Road would be repaired soon. The water leak outside of Bell View on Headcorn Road had been reported to the water board. Cllr Gosbee hoped this would be attended to before Christmas. Fly tipping at Hatchin' Tan and on Staplehurst Road had been collected.

Cllr Cullingworth asked if the spring outside of Ridgfield on Biddenden Road could be attended to. Cllr Gosbee would report this.

Cllr Staples mentioned that the 30mph speed limit sign in Sand Lane, outside of Ferrers, had been damaged.

11. PLANNINGApplications:

16/06635 **Pullen Farmhouse, Staplehurst Road** – Retrospective – Existing garden shed and replacement stable to original footprint

Councillors commented that they did not like retrospective applications. It was proposed by Cllr Vernon, seconded by Cllr Tuke and agreed to raise NO OBJECTION

16/07516 **Redundant Agricultural Building, Ayleswade Lane, Biddenden** – Change of use and conversion of an agricultural barn to a residential dwellinghouse

It was proposed by Cllr Cullingworth, seconded by Cllr Vernon and agreed to recommend APPROVAL

Decisions:

- 16/06627 **Pullen Farm House, Staplehurst Road** – LDC – (Existing) small increase in curtilage of garden from agricultural land
LAWFUL
- 16/06713 **Grandshore Place, Grandshore Lane** – (Existing) use of land for the siting of a mobile home ancillary to the main Dwellinghouse
LAWFUL
- 16/06720 **Land near Tolehurst Cottage, Knoxbridge** – Three-year temporary consent for the placement of a mobile home for use as agricultural worker’s accommodation
GRANTED
- 16/06757 **Old Brickyard Cottage, Dig Dog Lane** – Demolition of existing single storey side extensions and erection of two storey side extension. Provision of rooflight to existing flat roof
REFUSED

Correspondence:

There was none.

12. CORRESPONDENCE

EIS:

A reminder that the Parish Council website would be replaced on Friday 16th December with a WordPress version. Cllr Tuke confirmed that he had attended a training course for the new site. He felt that it was a little more difficult to use than the old system but not unsurmountable.

Play Area Inspection Report:

The annual inspection report had been received from Maria Cook at Craigdene. The report was good. The Clerk is to follow up a comment regarding the Gyrospiral recommending a comment from the manufacturer on the bearing and braking system. This is a low risk item.

13. FINANCE

It was proposed by Cllr Cullingworth, seconded by Cllr Gosbee and agreed unanimously to pay the accounts as follows:

	<u>Incl. VAT</u>	<u>Excl. VAT</u>
Bell & Jorrocks (tent team lunch)	£200.00	N/A
TWBC (CAV charge)	£488.40	£407.00
Greenstar Environmental Ltd (refuse collection)	£41.60	£34.67
Biffa Environmental Municipal (refuse collection)	£41.60	£34.67
Kent Grassland Services (grounds maintenance)	£147.00	£122.50
Frittenden Memorial Hall (hall hire)	£15.00	N/A
Craigdene (play area inspection)	£180.00	£150.00
HMRC (clerks tax Oct, Nov, Dec)	£231.00	N/A

D A Jenkins (Clerk's Salary & Expenses)	£367.98	N/A
E-on DD (street light energy)	£23.04	£21.94

There being no further business the Chairman closed the meeting at 9.30pm

At the closure of the meeting the Chairman announced, with regret, that he had received the resignation of the Clerk. Mrs D Jenkins would be leaving her position on 31st January 2017. The vacancy for a new Clerk would be advertised on the Kent Association of Local Councils website. The local network of Clerks would be informed of the vacancy.