

# PARISH COUNCIL OF BENENDEN

## Minutes of the Ordinary Parish Council Meeting held on Monday 21<sup>st</sup> October 2024, 7pm, Iden Green Pavilion

Present	Cllrs Beveridge, Cruse, Driver, Grant, Hagan, Lewis, Presgrave and Thomas; Cllrs Holden and Neville; C Levett, Clerk. 2 parishioners.	
Item		Action Responsibility
1. APOLOGIES	Apologies were received from Cllrs Cochrane and Dawlings.	
2. DECLARATION OF INTERESTS	No declarations of interest.	
3. MINUTES OF PREVIOUS MEETING	The minutes from the Parish Council Meeting held on 16 <sup>th</sup> September were unanimously approved as correct records of the meetings.	
4. REPORTS BY COUNTY/ BOROUGH COUNCILLORS	<p>A full report from Cllr Neville had been circulated and covered :</p> <ul style="list-style-type: none"> <li>Hawkhurst crossroads improvement; HGV rat runs; Hawkhurst Medical Centre S106; Bus services; Grants and funding; Mayors; Call for sites. Cllr Neville also gave an update on Royal Victoria Place, which has seen an increased footfall of 6% over the past year and 18 new tenants, with an 84% occupancy rate.</li> </ul> <p>With regard to Benenden Cllr Neville advised that :</p> <ul style="list-style-type: none"> <li>Cherryfields flooding is listed as ‘under investigation’</li> <li>Met with Cllr Cruse to discuss Lorry Watch.</li> </ul> <p>Cllr Holden reported :</p> <ul style="list-style-type: none"> <li>Secondary school education – Cllr Holden has pressed the Cabinet Member to meet with representatives of Cranbrook and Sissinghurst Parish Council and the Support Weald Schooling Group. Previously the formula used for secondary school places did not support an additional school and parents had previously made the choice not to send their children to the school in Cranbrook. Future housebuilding may change the situation.</li> <li>Golford Road – the highways change made to the junction has resulted in fewer accidents although the house opposite has experienced an increase in the number of cars driving through its hedge. The junction will be looked at again.</li> <li>Members Combined Grant – there is funding still available which closes on 15<sup>th</sup> November. Cllr Holden encouraged BPC to make an application and it was agreed to seek funding for the bollards at Benenden Well.</li> <li>EU Entry and Exit System – further delayed.</li> <li>Third Thames Crossing – still awaiting approval but may fall victim to cuts.</li> </ul>	
5. REPORTS BY CHAIR AND PARISH COUNCILLORS	<ul style="list-style-type: none"> <li>The minutes of the Parish Chairman’s Group Meeting held on 24<sup>th</sup> September, which Cllr Thomas attended, were circulated.</li> <li>Cranbrook and Sissinghurst PC has requested other parishes comment on TWBC local plan about secondary education provision and the comments of C&amp;SPC had been circulated.</li> <li>BPC does support the concerns of C&amp;SPC but feel this is beyond the remit of the Parish Council. Benenden is less affected than Cranbrook and this has not been raised as an issue by Benenden parents.</li> </ul>	
6. PLANNING	<p><u>a. Applications</u></p> <ul style="list-style-type: none"> <li><b>24/02398/FULL Barefield, Cranbrook Road</b> Two storey and single storey rear extension with internal reconfiguration</li> <li>❖ SITE HISTORY: 10/01987/FULL Demolition of existing dwelling and garage. Erection of replacement dwelling and open cart barn ;11/00227/NMAMD Non-material amendment to 10/01987/FULL Insertion of flat roof over central valley of main roof to house; extension of west elevation porch; relocation of kitchen French windows; 11/00587/HOUSE Two-bay oak-framed garage with lean-to log and bin store; 11/02033/HOUSE New garden store to replace existing. All approved.</li> <li>❖ LISTED BUILDINGS IN PROXIMITY: None</li> <li>❖ D&amp;A STATEMENT INFO: Detached 3 bed dwelling arranged over 1.5 storeys, with detached garage immediately to SW corner of plot and house. Ample space for several cars with turning space. Arrangement and layout and headroom causing significant impact on ability to safely move around the property. Proposed design overcomes the key issues at first floor level in relation to bedroom layouts and achieve standing headroom within the ensuite showers.</li> <li>❖ GENERAL COMMENTS: Price Whitehead’s D&amp;A Statement is very thorough and quotes relevant</li> </ul>	

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	<p>BNDP policies in detail.</p> <p><b>The Parish Council unanimously agreed to support this application.</b></p> <ul style="list-style-type: none"> <li>• <b>24/02447/FULL White Cottage, New Pond Road.</b> Demolition of existing conservatory and replacement single storey extension with associated internal alterations</li> <li>❖ SITE CONSTRAINTS: 11 in total</li> <li>❖ SITE HISTORY: 07/02103/FULL Three-bay oak-framed garage with room above - refused. 07/03447/FULL Three-bay garage with first floor home office - approved. 17/01598/FULL Part change of use and conversion of detached garage/store ancillary building to create holiday let accommodation - approved.</li> <li>❖ LISTED BUILDINGS IN PROXIMITY: None affected by the proposal.</li> <li>❖ GENERAL COMMENTS: Pre-app advice not sought. No D&amp;A or planning statement but proposal is straightforward. Existing conservatory of glass on low brick plinth located on east elevation and partially wraps around south elevation. Proposed single storey extension replaces glass conservatory with brick structure with flat roof containing 3 elevated roof lights and extends original structure along east elevation. Extension will comprise kitchen, dining and living space.</li> </ul> <p><b>The Parish Council unanimously agreed to support this application.</b></p> <ul style="list-style-type: none"> <li>• <b>24/02099/AGRIC Hill Top Farm, Hinksden Road.</b> Prior Notification of agricultural development - Erection of agricultural building</li> </ul> <p>BPC commented on previous application 24/01210/AGRIC, which has been withdrawn, and the minuted comments had been circulated.</p> <p><b>The Parish Council unanimously agreed to take the same stance as previously.</b></p> <p><b>Post meeting note – application withdrawn 22<sup>nd</sup> October 2024.</b></p> <p>b. <u>Other Planning Matters</u></p> <ul style="list-style-type: none"> <li>• 23/03274/FULL Benenden Hospital Development, Goddards Green Road – Decision Notice and Section 106 agreement have now been issued. Details of the conditions attached to the Decision Notice and the S106 contributions relevant to Benenden were circulated.</li> </ul> <p><b>Conditions attached to Decision Notice relevant to BPC:</b></p> <ul style="list-style-type: none"> <li>❖ (24) A Landscape and Ecological Management Plan (LEMP) shall be submitted to and approved in writing by, the Local Planning Authority prior to the commencement of development.</li> </ul> <p>The LEMP shall include the following:</p> <ol style="list-style-type: none"> <li>a) Description and evaluation of features to be managed.</li> <li>b) Ecological trends and constraints on site that might influence management.</li> <li>c) Aims and objectives of management, to include a plan of community engagement and support.</li> <li>d) Appropriate management options for achieving aims and objectives.</li> <li>e) Prescriptions for management actions.</li> <li>f) Preparation of a work schedule (including an annual work plan capable of being rolled forward over a five - year period).</li> <li>g) Ongoing monitoring and remedial measures.</li> <li>h) Details of the body or organisation responsible for implementation of the plan, which is to be overseen by a Steering Group.</li> <li>i) The composition and organisation of the Steering Group which, unless otherwise agreed should comprise 1 representative from each of the Borough Council, landowner, <u>Parish Council</u> and Kent Wildlife Trust.</li> </ol> <p><b>It was suggested that Cllr Driver could be part of the steering group once set up.</b></p> <ol style="list-style-type: none"> <li>j) Where monitoring indicates that the conservation aims and objectives of the LEMP are not being met, the LEMP shall set out how contingencies and / or remedial action will be identified, agreed and implemented to ensure the development delivers the biodiversity objectives of the originally approved scheme</li> <li>k) Details of the legal and funding mechanism (s) by which the long-term implementation of the plan will be secured by the developer with the management body(ies) responsible for its delivery.</li> </ol> <p>The LEMP shall be implemented in accordance with the approved details.</p> <ul style="list-style-type: none"> <li>○ Reason: To protect and enhance the landscape and existing species and habitat</li> <li>❖ (26) Prior to the commencement of above ground works on any phase of the development, details of the refurbished community building shall be submitted to and approved in writing by the Local Planning Authority. These details shall include a plan indicating the design, materials, hours of use, details of external lighting and timescales for implementation. The approved works shall be completed in accordance with the agreed timetable. Development shall be</li> </ul>	
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	<p>carried out in accordance with the approved details and be maintained thereafter.</p> <ul style="list-style-type: none"> <li>○ Reason: To ensure a satisfactory appearance for the development in the interests of visual amenity and to safeguard the residential amenities of the existing and future dwellings and in compliance with the Benenden Neighbourhood Development Plan.</li> <li>❖ (30) Prior to the commencement of above ground works, on each relevant phase of the development, details of external lighting shall be submitted to and approved in writing by the Local Planning Authority. This scheme shall avoid excess lighting at the site boundaries and adjacent to retained hedgerows in order to reduce disturbance to bats, birds and invertebrates. The scheme shall also take note of and refer to the Institute of Lighting Engineers Guidance Notes for the Reduction of Obtrusive Lighting Guidance Note 1 2020 (or any revisions) and shall include a layout plan with beam orientation and a schedule of equipment proposed (luminaire type; mounting height; aiming angles and luminaire profiles) and an ISO lux plan showing light spill. The scheme of lighting shall be installed, maintained and operated in accordance with the approved details.</li> <li>○ Reason: To protect the appearance of the area/the environment and wildlife/local residents from light pollution.</li> <li>❖ (33) The proposed pavilion/community building shall only be used for purposes falling within Class E(d) and not for any other purpose, whether or not in the same use class of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (as amended) or any subsequent Order revoking or re-enacting that Order, or if an alternative use is permitted by virtue of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) or any Order revoking or reenacting that Order.</li> <li>○ Reason: This is the basis on which the application has been made and in the interests of community benefit</li> </ul> <p><b>S106 contributions relevant to BPC:</b> The Owner covenants to the Borough Council</p> <p><b>EITHER</b></p> <ul style="list-style-type: none"> <li>❖ 5. 7.1 Prior to Occupation of 90% of the Dwellings to pay to the Borough Council a minimum of £70,000 (seventy thousand pounds) and maximum of £80,000 (as the case may be) excluding professional and other fees and investigative works and studies incurred and/or undertaken prior to commencement of the Refurbishment Works to enable the Parish Council to carry out the Refurbishment Works</li> </ul> <p><b>OR</b></p> <ul style="list-style-type: none"> <li>❖ 5.7.2 to carry out the Refurbishment Works and thereafter offer the Community Facility to the Parish Council on terms acceptable to the First Owner (acting reasonably) for the benefit and use of the public and Occupiers of the Development for an initial period of 10 (ten) years from the Occupation of no less than 90% of Dwellings and the Owner will not Occupy more than 90% of the Dwellings until the requirements of this Clause 5. 7.2 have been complied with</li> </ul> <p><b>AND</b> where the First Owner elects to rely on Clause 5.7.1, Clause 5.7.2 shall cease to have effect and vice versa</p> <ul style="list-style-type: none"> <li>❖ 6.3 In the event the First Owner elects to rely on Clause 5.7.1 the Parish Council covenants to procure the Refurbishment Works and thereafter the Community Facility will be offered to the Parish Council on terms acceptable to the First Owner (acting reasonably) for the benefit and use of the public and Occupiers of the Development for an initial period of 10 (ten) years from the occupation. The First Owner shall not be liable to pay the Borough Council Contributions pursuant to this Schedule in the event that the First Owner disposes of part of the Land but retains the area of Land comprising the Community Facility <b>AND FOR THE AVOIDANCE OF DOUBT</b> the obligations relating to the Community Facility and the associated Refurbishment Works shall continue to bind the First Owner where such disposition takes place.</li> <li>❖ 5.4 the Owner covenants that the Hospital Cafe and Retail Outlet shall be available for public use at all times of hours of operation for a minimum of 10 years from the Occupation of 50% of the Dwellings on the Land whilst complying with any access requirements stipulated by hospital management and/or medical regulators and the Owner shall not Occupy more than 50% of the Dwellings until the requirements of this Clause 5.4 are complied with.</li> <li>• 24/02062/PNR Forest Farm, Nineveh Lane. Prior Notification under Class R for a change of use of 3 agricultural buildings to a flexible commercial use.</li> <li>• Appeal APP/M2270/W/24/3352373. 24/00374/TN0T56 Telecommunications Consultation: Installation of 20m monopole mast accommodating 6no. antenna, ancillary radio equipment,</li> </ul>	
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Chairman..... Date.....

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	2no. 300mm dishes, 2no. equipment cabinets & GPS module in fenced compound Telephone Exchange, New Pond Road.																																																																
7. HIGHWAYS, FOOTPATHS & TRANSPORT	<p><u>a. Highways Report</u></p> <ul style="list-style-type: none"><li>• Flyposting Policy :<ul style="list-style-type: none"><li>❖ A policy was agreed by the Parish Council. Those placing notices are encouraged to contact BPC. BPC supports the advertising of community events but not advertising for private businesses on public land.</li><li>❖ Posters and advertising boards should be advised to the Clerk who will contact those placing the notice and ask for removal.</li></ul></li><li>• Reinstatement of Woodcock Lane Ditch :<ul style="list-style-type: none"><li>❖ UKPN advised that the excavation in Woodcock Lane took place in the carriageway, which was signed off by KCC. The only place where the contractors state they excavated in a verge was in private land to access WOODCOCK LANE PMT 443588.</li><li>❖ It is unclear who or when the ditch was filled in and it was agreed to report to Highways as a fault and request the reinstatement of the ditch.</li></ul></li></ul> <p><u>b. Lorry Watch</u></p> <ul style="list-style-type: none"><li>❖ Cllr Cruse has written an article for the magazine, which will be published in December, regarding heavy lorries using unsuitable routes in the parish, pointing out these may be as a result of poor directions and satellite navigation systems, diversions and road closures. The parish contains many widely dispersed agricultural and other businesses and building projects, and it's likely that large vehicles are engaged in commerce; an enterprise that they are fully entitled to undertake, whatever the difficulty of access.</li><li>❖ However, should it happen regularly, without legitimate reason, KCC runs a scheme called "Lorry Watch", should they believe that it's warranted. It's unlikely the odd vehicle would trigger any action but, if large vehicles are becoming a nuisance in an area of the village, parishioners are encouraged to get in touch.</li><li>❖ Only with clear evidence and information can KCC act, so in addition, should a "Lorry Watch" be thought necessary, volunteers will be required to take part.</li></ul>	PD																																																															
8. RESOURCING/ FINANCE	<p>TRANSACTIONS FROM 1st September 2024</p> <table><tr><td>Brought Forward Current Account</td><td>18121.99</td></tr><tr><td>Brought Forward Savings Account</td><td>50203.42</td></tr><tr><td>Brought forward Income</td><td>68325.41</td></tr></table> <table><tr><td>Payee</td><td>Reference</td><td>Amount</td></tr><tr><td>Unity Trust Bank</td><td>Interest on savings account</td><td>347.99</td></tr><tr><td>TWBC</td><td>Precept</td><td>24875.00</td></tr><tr><td>Standen Fruit Farm</td><td>Parish Server</td><td>45.00</td></tr><tr><td>B&amp;IG WI</td><td>Copying</td><td>1.50</td></tr><tr><td>TOTAL</td><td></td><td>25269.49</td></tr></table> <p>Expenditure</p> <table><tr><td>Supplier</td><td>Reference</td><td>Amount</td></tr><tr><td>DD Nest</td><td>Pension</td><td>253.65</td></tr><tr><td>DD Corporate Finance</td><td>Copier Lease</td><td>178.80</td></tr><tr><td>FEE Unity Trust Bank</td><td>Quarterly Charges</td><td>18.00</td></tr><tr><td>BACS Employee</td><td>Staffing Costs</td><td>1113.81</td></tr><tr><td>BACS o2</td><td>Telephone</td><td>31.80</td></tr><tr><td>BACS Sainsburys</td><td>Paper</td><td>3.90</td></tr><tr><td>BACS F&amp;C Cleaning</td><td>Public Toilet</td><td>774.00</td></tr><tr><td>BACS Tompsett Landscaping</td><td>Grounds Maintenance</td><td>312.00</td></tr><tr><td>BACS Edf</td><td>Public Toilet</td><td>14.69</td></tr><tr><td>BACS HMRC</td><td>Employer Contributions Q2</td><td>323.12</td></tr><tr><td>BACS Standen Fruit Farm</td><td>Refund Parish Server</td><td>5.00</td></tr><tr><td>TOTAL</td><td></td><td>3028.77</td></tr></table>	Brought Forward Current Account	18121.99	Brought Forward Savings Account	50203.42	Brought forward Income	68325.41	Payee	Reference	Amount	Unity Trust Bank	Interest on savings account	347.99	TWBC	Precept	24875.00	Standen Fruit Farm	Parish Server	45.00	B&IG WI	Copying	1.50	TOTAL		25269.49	Supplier	Reference	Amount	DD Nest	Pension	253.65	DD Corporate Finance	Copier Lease	178.80	FEE Unity Trust Bank	Quarterly Charges	18.00	BACS Employee	Staffing Costs	1113.81	BACS o2	Telephone	31.80	BACS Sainsburys	Paper	3.90	BACS F&C Cleaning	Public Toilet	774.00	BACS Tompsett Landscaping	Grounds Maintenance	312.00	BACS Edf	Public Toilet	14.69	BACS HMRC	Employer Contributions Q2	323.12	BACS Standen Fruit Farm	Refund Parish Server	5.00	TOTAL		3028.77	
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9. ENVIRONMENT & MAINTENANCE	<p><u>a. Beacon Field Wildflower Meadow</u></p> <ul style="list-style-type: none"><li>• Communication continues between BPC and KCC solicitor, and the final lease agreement is still awaited.</li><li>• It has proved difficult to find someone to carry out a cut and collect of the field.</li><li>• One quote has been received to carry out a flail mow only £685 plus vat.</li><li>• Cllr Driver has carried out some strimming and sought another quote to carry out a flail mow.</li><li>• BCT has offered a volunteer day on Friday 8<sup>th</sup> November to rake off the arisings.</li><li>• It was agreed to offer volunteers a voucher for a complimentary drink and cake at Benenden’s Café</li><li>• Cllr Cruse congratulated Cllr Driver on the Benenden Nature Facebook Group.</li></ul> <p>b. <u>Village Asset/Maintenance Report</u></p> <ul style="list-style-type: none"><li>• Cllr Hagan continues to talk to a parishioner about new St George’s and Union Jack flags, and costs are awaited.</li></ul> <p>c. <u>Parish Wells</u></p> <ul style="list-style-type: none"><li>• Iden Green</li><li>❖ Cllr Beveridge met with Elliot Brotherton, the stone mason which Anthony Hicks uses, and discussed a proposal to cut off the front of the stone block and attach a new piece of Portland stone with V-notch carved lettering of similar size to the existing lead lettering. However the top of the existing stone block is worn and undulating and the finished product will look like a piece of new, freshly cut and regularly shaped stone, stuck on the front of a weathered block of stone which has an undulating surface. It was instead suggested that a recess could be cut out of the front face of the existing stone block and a new plaque fashioned from Portland stone which could be inserted into the recess.</li><li>❖ Cllr Beveridge contacted TWBC Conservation Officer who raised concerns about the effect on the archaeological interest of the well stone.</li><li>❖ Further advice from the CO is still awaited.</li><li>❖ If the original stonework has to be retained an alternative option might be to attach a simple timber etched/lettered plate to the inside back wall horizontal beam, so as not to distract from the historic plaque, of white painted timber with black lettering.</li><li>• Bollards</li><li>❖ Cllr Beveridge had contacted bollardsdirect.co.uk asking their advice on what type of bollard, and length and depth in ground, is needed to protect the well from vehicle impact.</li><li>❖ Bollards Direct sent a proposal for tested vehicle impact bollards along with the information about the bollards, and recommend 5 bollards in total, 3 at the front with another at each side to protect all sides. Total £1,495 + VAT.</li><li>❖ The Parish Council agreed to 3 bollards, as originally discussed.</li><li>❖ The Clerk to seek quotes for the installation of the bollards.</li><li>❖ The Clerk to contact Cllr Holden to request support from the Combined Members Grant</li></ul>	<div>CL</div> <div>CL</div>																																																																				

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	<p>towards the costs of the bollards, the installation and the application to Highways.</p> <p><u>d. Village Tidy</u></p> <ul style="list-style-type: none"> <li>• Takes place 9<sup>th</sup> November</li> </ul>	
10. VILLAGE ORGANISATIONS/ COMMUNITY	<p>a. <u>Allotments</u></p> <p>Benenden Allotment Association reported :</p> <ul style="list-style-type: none"> <li>• Main water installation should be concluded by mid-November by Southern Water.</li> <li>• BAA will install standpipes at the top of the field: the Committee will review how to best manage provision of convenient access to water at bottom of the site.</li> <li>• 2 plots vacant, and advertised in Community Shop, 2 new members / plot-holders. 21 individuals either jointly or singly renting plots.</li> <li>• Open Afternoon held for friends, neighbours and family.</li> <li>• AGM held on 12<sup>th</sup> October, which Cllr Presgrave attended.</li> <li>• AGM agreed rents to be held at current level. Rent invoices will go out October.</li> <li>• £1,580 in bank account; £400 of which is remaining from existing grants is committed to water and fencing projects.</li> <li>• Work to start on funding for the parking area. Need to agree a spec to secure quotes and progress with grant applications. May approach BPC for support / help.</li> <li>• Major problem with thistles.</li> </ul>	
11. CORRESPONDENCE/ PARISHIONER QUESTIONS	<p>a. <u>East End</u></p> <p>Cllr Thomas had shared the concerns of the East End parishioner with the Hospital Director, and she had forwarded these to Benenden Health. Joe White of Benenden Health is overseeing the running of the land and properties the Society own and any issues which may arise.</p> <p>He confirmed that the empty properties on the roadside opposite the old hospital site had attracted unwanted attention and therefore it was deemed necessary to board these properties up to reduce such activity and try to ensure the safety and comfort of residents in the surrounding properties.</p> <p>There has been some growth in the hedges, for which he apologises. Benenden Health has asked a local landscaper to maintain these going forward as well as the gardens of the empty properties.</p> <p>In terms of the security, there is a nightly dog handler patrol on site of the old hospital and Benenden Health has asked that the residential areas are patrolled.</p> <p>It was noted that there is new hording and new gates.</p> <p>Cllr Thomas has also suggested that the Parish Council and Benenden Hospital work together to help mitigate any foreseeable problems for local residents as well as patients and visitors to the hospital as the development moves forward.</p> <p>Whilst the hospital is not linked with the build it will be heavily impacted and the Hospital Director, Claire Harley, agrees that it would be helpful to connect on any local matters.</p> <p>b. <u>Almshouses Site, Walkhurst Road</u></p> <p>Cllr Beveridge asked if there is any progress on the build. Cllr Thomas advised that the Lawful Development Certificate was confirmed and therefore makes the permission extant.</p>	
DATE OF NEXT MEETING	Date of Next Meeting: Monday 18 <sup>th</sup> November, 7pm, Quinlan Centre, Benenden Hospital	
	The meeting closed at 8.15pm.	

C Levett, Clerk to Benenden Parish Councillor, 21<sup>st</sup> October 2024