

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 16<sup>th</sup> January 2018 at 7.30pm

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

In attendance: Hazel Gosbee, Borough Councillor James Hannam, the Clerk – Mrs Michelle Rumble

**1. APOLOGIES FOR ABSENCE**

Cllr Tuke

**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 was present at the meeting and wished all a Happy New Year. He stated that he was still waiting to hear back on the Garden Village, he did say that the most likely location would be Paddock Wood. He also spoke on the Planning Inspectors and their decision to allow a new build in Sissinghurst. This application had been previously turned down by the TWBC and the Inspector. Cllr Hannam also stated that the Theatre went through (at the TWBC December meeting) as he thought it would.

Cllr Hannam then left the meeting at 7.40pm

**4. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING AND PLANNING MEETING**

It was **RESOLVED** by all members present that the minutes from the 13<sup>th</sup> December 2017 are a true and accurate record and that being the case Cllr Staples signed them.

**5. MATTERS ARISING FROM THOSE MINUTES**

Play equipment

The Clerk will speak with Capel Groundcare to see if the extra repairs had taken place, in the meantime Cllr Croucher will also go and have a look.

**6. SPEEDWATCH**

Cllr Croucher stated that she will collect the equipment on the 30<sup>th</sup> January and we will use it for the two weeks at the beginning of February.

**7. AFFORDABLE HOUSING**

Cllr Staples reported that ownership of the verges needs to be established. Cllr Vernon will carry out searches on this. It was also suggested that to take this forward the Parish Council should make contact

with a Housing Association. Cllr Staples will make contact with English Rural Housing and Hastoe and suggest a time to meet.

**8. KALC COMMUNITY AWARDS 2018**

The Parish Council had received two nominations for this, a proposal was put forward and it was RESOLVED by all members present to nominate and put one name forward to KALC.

**9. ROAD REPORT – GENERAL**

Cllr Gosbee reported pot holes around the village had been repaired, there are also repairs needed to Dig Dog Lane. The Clerk was asked to find out if the Parish Council has a new PCSO as it appears Lee Jules has left Frittenden. The Councillors wished to ask why they were not notified of this change. Cllr Gosbee stated that he will speak with Mike Gosbee to seek a quote on cutting back the overgrown hedge on the playing field. Cllr Staples had received a letter from a resident in Dig Dog Lane asking if something could be done about the parking on the highway. Cllr Gosbee will speak with the owner of the vehicles.

**10. PLANNING**

**New applications**

17/04044	<p>Birch Barn, Green Lane, Frittenden, Cranbrook</p> <p>Alteration to existing building by converting east garage into a habitable space, together with associated minor works, including removing a wall to central garage and internal walls at ground floor level.</p> <p>Recommend refusal</p> <p>Councillors commented that the subject building is a three-bay garage constructed as an ancillary building to the main dwelling and should remain principally a garage. The proposed replacement of a garage door with a new window door/unit is not consistent with the visual impact of a garage. As a garage it is not accepted that as stated in the supporting statement that this is required to provide light and ventilation to the space. That is not required for garage use.</p>
17/04078	<p>Sinksnorth Farmhouse, Staplehurst Road, Frittenden</p> <p>Retrospective – Bin storage, swimming pool, pool house, brick wall enclosures and creation of an associated driveway access onto Staplehurst Road and associated driveway.</p> <p>Recommend approval</p> <p>Councillors commented that a retrospective application for development is not following proper planning process and as the works</p>

	are likely to fall within the curtilage of a listed building, should ask whether there should be a separate application for listed building consent.
	<p>Dutch Barn development, Lakeside Farm.</p> <p>The Parish Council have considered the plans and photos of the existing barn provided to them.</p> <p>No specific concerns were raised in respect of the building conversion itself at this stage.</p> <p>However, concerns were raised regarding:</p> <ol style="list-style-type: none"> <li>1. Impact on trees and any proposed tree removal.</li> <li>2. Access and utility provision and any impact on the CA.</li> <li>3. The extent of residential curtilage in addition to the floor print of the existing building in terms of parking areas, driveway, patio and gardens and how these may impact on the CA.</li> </ol>

#### Outcome of previous applications

17/03514	Barnlea, Coldharbour Lane, Frittenden <b>APPLICATION APPROVED</b>
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#### Planning Correspondence:

None

#### 11. MEETING WITH STAPLEHURST PARISH COUNCIL

The Parish Council has been approached by Staplehurst Parish Council to see if they would be prepared to attend a meeting with the Parish Council and neighbouring parishes on the Gypsy and Traveller Planning applications. All members **RESOLVED** to accept this invitation.

#### 12. CORRESPONDENCE

TWBC Local Plan (Issues & options Consultation statement) – sent to all Councillors

Kent Police Rural Liaison Team Report – sent to all Councillors

Update KCC Household Waste recycling centre policies – sent to all Councillors.

**Noted by all members**

#### 13. FINANCE

It was proposed by Cllr Vernon, seconded by Cllr Gosbee and **RESOLVED** by all members present to pay the accounts as follows. The Payments will be signed outside the meeting.

	FRITTENDEN PAYMENTS				
Chq number	GROSS	VAT	NET	SUPPLIER	DETAILS
102276	£156.49	£26.08	£130.41	Kent Grassland Services	Grounds maintenance
102277	£124.80	£20.79	£104.01	Biffa	Service bins
102278	£37.86	nil	£37.86	Mrs Michelle Rumble	Expenses - January
102278	£423.65	nil	£423.65	Mrs Michelle Rumble	Salary - January
102279	£106.00	nil	£106.00	HMRC	PAYE - January
102280	£15.00	nil	£15.00	Frittenden Memorial Hall	Hire of Hall - January
102281	£100.00	nil	£100.00	Kent Air Ambulance	S137 Donation
102282	£25.00	nil	£25.00	Victim Support	S137 Donation
102283	£50.00	nil	£50.00	High Weald Academy Farm	S137 Donation
102284	£100.00	nil	£100.00	TW Citizen Advice Bureau	S137 Donation
102285	£350.00	nil	£350.00	FPCC	S137 Donation
102286	£50.00	nil	£50.00	Samaritans	S137 Donation
102287	£50.00	nil	£50.00	Relate	S137 Donation
102288	£75.00	nil	£75.00	Hospice in the Weald	S137 Donation
102289	£50.00	nil	£50.00	Frittenden Pre-School	S137 Donation
102290	£100.00	nil	£100.00	Frittenden School	S137 Donation
102291	£100.00	nil	£100.00	Hawkhurst Cottage Hosp	S137 Donation
102292	£100.00	nil	£100.00	Kenward Trust	S137 Donation
102293	£50.00	nil	£50.00	Royal British Legion	S137 Donation
102294	£75.00	nil	£75.00	Hospice in the Weald	S137 Donation
DD0101	£26.04	£1.24	£24.80	Eon	Street lighting energy - December
<b>TOTAL</b>	<b>£2,164.84</b>	<b>£48.11</b>	<b>£2,116.73</b>		

### Equipment Fund

Cllr Staples had sent to all members prior to the meeting, a proposal for what could be put in place by the Tent Team and the Parish Council in order to move forward. It was proposed by Cllr Riley, seconded by Cllr Vernon to agree all points raised. Cllr Staples will go back to the Tent Team with the Parish Council's proposal.

It was also noted that the Village Clean-up will take place on Saturday 24<sup>th</sup> March.

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 Wednesday 21<sup>st</sup> February 2018 at 7.30pm

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

In attendance: Hazel Gosbee, the Clerk – Mrs Michelle Rumble

**1. APOLOGIES FOR ABSENCE**

Cllr Hannam, Cllr Holden

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

Cllr Gosbee declared an interest in item 8 Grounds Maintenance Contract and would leave the room when this item is being discussed.

**3. BOROUGH & COUNTY COUNCILLOR UPDATE**

None

**4. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING AND PLANNING MEETING**

It was **RESOLVED** by all members present that the minutes from the 16<sup>th</sup> January 2018 are a true and accurate record and that being the case Cllr Staples signed them.

**5. MATTERS ARISING FROM THOSE MINUTES**

Play equipment

The Clerk reported that the play equipment has now been repaired and Cllr Croucher confirmed this as she has been and looked at the repair. The Play equipment is due to be inspected, the Clerk received a quote from Maria at Craig Dene who has previously carried out this inspection but her cost for this has increased to £160.00 plus VAT, the Clerk also received a quote from Capel Groundcare who can carry out an Operational Inspection at the cost of £55.00 plus VAT, this will pick up any possible issues on the play equipment. The Parish Council could also use ROSPA in July/August to carry out a Full Safety Inspection at the cost of £55.00 for five pieces plus £3.50 per piece after that.

PCSO

The Clerk confirmed that PCSO Dave Jenkins has been allocated to Frittenden working alongside Lee Jules

### Equipment Fund

Cllr Staples had circulated prior to the meeting a policy for the Equipment Fund. It was proposed by Cllr Croucher and seconded by Cllr Riley and **RESOLVED** by all members present to accept the policy and its contents.

#### **Frittenden Parish Council policy for the use of Village Equipment.**

- Suggested donations for borrowing equipment should be agreed by the PC at the start of each season, based on the recommendation of the Tent Team trustees.
- The Parish Clerk should be copied in on details of bookings.
- Cheques should be passed to the Parish Clerk or Chairman of the PC promptly after receipt.
- The Tent Team should be totally responsible for the maintenance of existing equipment in good and safe working condition - all costs to be met from the Equipment Fund and settled promptly by the PC.
- Recommendations for awards of grants to be submitted by the Tent Team Trustees to the PC clerk as needs arise.
- A brief annual report to the PC summarising the Tent Team's activities to be presented to the PC at the close of each season.

The funding of a contribution towards the Tent Team lunch should not be an issue as money is drawn from the Equipment Fund, is capped (currently at £10 per head), and, as was originally suggested by Councillor Gosbee (see PC minutes 9 Sept 2009), should be regarded as a token gesture of thanks to the volunteers who give their time to this useful community activity.

### KALC Community Awards

The Clerk confirmed that a Certificate will be sent to her from KALC for their nomination which can then be presented to the recipient.

#### **6. SPEEDWATCH**

Cllr Croucher stated that due to the weather conditions only 1 session has taken place, and only 2 sessions are booked in for the next time they have the equipment.

#### **7. AFFORDABLE HOUSING**

Cllr Staples reported meetings had taken place with both Hastoe and English Rural Housing and both had presented to the Parish Council what they could offer in the way of Affordable Housing. The next stage was to apply for references which they have done and there has been 1 reply from English Rural Housing to date. The questions which had been asked were

Quality of Work

Quality of Communication with the Council

Management of the Properties - Tenant

Would they use them again?

The next immediate step will be to choose between the two Housing Associations – once all references had been received. Cllr Riley asked if there was another opportunity to meet with English Rural Housing as she had not been available when they last attended. Cllr Staples will contact them.

Cllrs Gosbee and Staples will be attending a presentation on Community Led Housing from ACRK in East Malling on the 9<sup>th</sup> March.

## 8. **GROUNDS MAINTENANCE CONTRACT 2018**

The Clerk had received three quotes which were opened at the meeting. It was proposed by Cllr Croucher, seconded by Cllr Vernon and **RESOLVED** to award the following contracts:

**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 @ £1225.00

**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 @ £160.00

**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 and tops of hedges within the Parish Field, and to remove all cuttings. (1 cut per annum) to Kent Grassland Services @ £115.00

## 9. **VILLAGE CLEAN UP**

Cllr Croucher reported that this will take place on Saturday 24<sup>th</sup> March, commencing at 9.30am meeting by the Pub, and it should be finished by 12.00noon. This has been placed in the Parish Magazine

## 10. **CCTV**

Cllr Tuke spoke on CCTV and the increase in fly tipping in the Village and if this was an area worth pursuing. There are different types of CCTV which could be placed but they vary in price and there isn't actually any physical evidence that CCTV does deter fly tipping. TWBC use a covert company to place and maintain their CCTV. The different types of CCTV are Passive which comes in at around £700.00 and Remote Access which comes in around £850.00. If someone was to let them share their Wi-Fi then there would be no need for a Contract.

The Parish Council would need to think about a) where the cameras could be placed and b) what evidence is there they they work.

The Clerk was asked to put in an FOI request to TWBC asking what their success rate in the Borough using CCTV and how many cameras they have.

The Clerk would also ask if any of their cameras could be placed in certain areas in Frittenden where there is a fly tipping issue.

## 11. **ANNUAL PARISH ASSEMBLY**

Cllr Staples stated that this will take place on Wednesday 9<sup>th</sup> May at 8pm, this year he would like to invite the different organisations within Frittenden to give a brief synopsis of what they have done over the last year. The Clerk will look to see if she has a list of organisations and then circulate this amongst the Councillors to add or make amendments to contact details.

## 12. **FRITTENDEN FUN RUN**

The Fun Run is organised by Rob Addis, but this year to try and avoid the insurance costs to the Run it was proposed that the Parish Council run the event with Rob Addis as the Event Organiser. The Parish Council will go back to the Insurance Company with the answers to the questions they have raised and will wait to see if there will be an extra charge for this event. The Clerk will also forward them a Risk Assessment which has been used previously been used by Rob Addiss to run this event. It was proposed

by Cllr Riley, seconded by Cllr Croucher that the Parish Council will hold the Fun Run and proposed by Cllr Cullingworth, seconded by Cllr Gosbee that the Event Organiser is Rob Addis, both proposals were **RESOLVED** by all members present.

### 13. ROAD REPORT - GENERAL

Cllr Gosbee reported that the fly tipping along Grandshore Lane was still there, and was waiting to be removed by the owners of the private lane. The hedge in the playing field has been cut. Cllr Gosbee reported that the season for hedge cutting has now changed to 1<sup>st</sup> September to 28<sup>th</sup> February, but this does not come into force if there is a highway issue. There is still an issue along Dig Dog Lane with the cars being parked on the highway, Cllr Gosbee has not seen the owner yet to speak with. This road is due to be repaired but there is no date as yet.

Pot holes are in Biddenden Road, Parkwood Lane and Mill Lane. Sand Lane will be closed for repairs to take place by South East Water, this should happen before the 16<sup>th</sup> April. There are also several blocked drains which Cllr Gosbee will report to Paul Catt.

### 10. PLANNING

#### New applications

18/00096/FULL 18/00096/LBC	Balcombe Farm, Biddenden Road, Frittenden Conversion of existing garage and erection of a single storey rear extension to be used as a studio as part of residential use of dwelling: Works to existing garage to include 5 new roof lights, a new window and door and change of doors, 1 replacement roof light and 1 new roof light to Attic room, 1 new roof light to Breakfast room, Enclosure of side lobby with a new door and internal alterations. <b>RESOLVED by all members present to recommend Approval</b>
18/00301/FULL	4 Folly Cottages, Mill Lane, Frittenden Two-storey side extension. <b>RESOLVED by all members present to recommend Approval</b>
18/00134/FULL	Great Bubhurst Farm, Bubhurst Lane, Frittenden Single storey side extensions to existing garage and conversion of roof space to provide room including two dormer windows. <b>RESOLVED by all members present to recommend Approval</b>
<b>Outcome of previous applications</b> 17/0478	Sinksnorth Farmhouse, Staplehurst Road, Frittenden <b>APPLICATION WITHDRAWN</b>

Planning Correspondence:

None

**12. CORRESPONDENCE**

None

**13. FINANCE**

It was proposed by Cllr Croucher, seconded by Cllr Cullingworth and **RESOLVED** by all members present to pay the accounts as follows. The Payments will be signed outside the meeting.

			FPC PAYMENTS FEBRUARY 2018		
Chq Number	GROSS	VAT	NET	SUPPLIER	DETAILS
102294	£25.00	nil	£25.00	Weald of Kent Protection	Membership
102295	£120.00	£20.00	£100.00	Capel Groundcare	Repairs play equipment
102296	£156.49	£26.08	£130.41	Kent Grassland Services	Grounds maintenance - January
102297	£36.00	£6.00	£30.00	KALC	GDPR Workshop
102298	£113.00	nil	£113.00	HMRC	PAYE - February
102299	£451.96	nil	£451.96	Mrs Michelle Rumble	Salary - February
102299	£54.03	nil	£54.03	Mrs Michelle Rumble	Expenses - February
102301	£20.00	nil	£20.00	Frittenden Memorial Hall	Hire of Hall
102301	£30.00	nil	£30.00	West Kent YMCA	Section 137 donation
DD0201	£26.04	£1.24	£24.80	Eon	Street lighting energy - January
<b>TOTAL</b>	<b>£1,032.52</b>	<b>£53.32</b>	<b>£979.20</b>		

**Bank Mandate**

The Clerk reported that the previous mandate had been lost at the Bank, and asked if Cllr Riley and Cllr Tuke would mind signing another. This was then also signed by the Chairman Cllr Staples and the Clerk Mrs Michelle Rumble as secretary. This was **RESOLVED** by all members present.

**Equipment Fund**

Cllr Staples spoke on the Tent Team and their donations and it had been suggested to them that they could possibly make a donation to the charity which is in memory of a young man whose family are a resident in the Village. This was agreed by all the Tent Team and the Parish Councillors and **RESOLVED** to donate £500.00, there is a Just Giving page and the Clerk will see if a cheque can be sent.

There being no further business the Chairman closed the meeting at 9.12pm.

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Wednesday 20<sup>th</sup> March 2018 at 7.30pm

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

In attendance: Hazel Gosbee, the Clerk – Mrs Michelle Rumble and one member of the public

**1. APOLOGIES FOR ABSENCE**

Cllr Hannam, Cllr Holden

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

None

**3. BOROUGH & COUNTY COUNCILLOR UPDATE**

None

**4. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING AND PLANNING MEETING**

It was **RESOLVED** by all members present that the minutes from the last planning meeting on the 15<sup>th</sup> February 2018 and the Parish Council minutes from the 21<sup>st</sup> February 2018 are a true and accurate record and that being the case Cllr Staples signed them.

**5. MATTERS ARISING FROM THOSE MINUTES**

Play equipment

The Clerk had circulated the Play equipment inspection prior to the meeting, there were areas which had been highlighted by the contractor, Cllr Croucher will speak with Mike Ashbee on the areas highlighted. The members all noted the report.

The Clerk was also asked to speak with the grounds maintenance contractor, to see if more care could be taken when strimming round the play equipment so as to not cause damage.

Equipment Fund

The Clerk had received a bookings list from Mr Mike Cooper, and will add to this list every time she is notified of a booking.

KALC Community Awards

The members all agreed that this should be handed over at the Annual Parish Assembly on the 9<sup>th</sup> May 2018.

CCTV

The Clerk is still waiting for a reply to the FOI request she put in to TWBC.

**6. WW1 Commemoration**

Tor Millard from the Historical Society had been invited to speak to the Council. She stated that the 100<sup>th</sup> Anniversary of the Armistice falls on Sunday. There will be an exhibition at the Village Hall from Friday 9<sup>th</sup> to Sunday 11<sup>th</sup> November and will feature men and women from the village (including those who came back and those who didn't). There will be a feature on the international events which occurred during WW1. The School will be attending the event on the Friday morning, and the event will stay open until 6pm on the Sunday evening. The Beacon in the Village will be lit at 7pm as part of the national event. Tor stated that she would like every house in the village to receive an invitation and Cllr Staples stated he was sure the Parish Council could help with this. The WI will be catering for this event, there will also be a publication of the War Diaries of several parishioners.

Tor Millard was thanked for attending the meeting – Tor Millard then left the meeting.

**7. CHAIRMEN'S MEETING**

Cllr Staples had attended the last meeting and the following items were raised from this meeting. Tunbridge Wells Borough Council will not be offering a Data Protection Officer DPO service. The recycling contract will go out to tender and will take effect next year.

The money allocated in our 2018-9 Budget for the Travellers Fund will not be needed as Tunbridge Wells Borough Council is still holding £13,100 from the original £15,000 parish contributions. This money can be used for legal costs and clean-up costs in the event of unlawful occupation of Parish Council land. There will have been TWBC Historical Heritage review providing information relevant for consideration in planning.

Cllr Staples will complete the High Weald Partnership questionnaire by the date of the 31<sup>st</sup> March.

**8. SPEEDWATCH**

Cllr Croucher reported that due to the bad weather only two sessions had taken place, one before the bad weather and one after. There is a Speedwatch conference on Saturday 14<sup>th</sup> April from 9.30 – 4pm and presentations will be given. If anyone would like to attend then please let Cllr Croucher know.

**9. AFFORDABLE HOUSING**

Cllr Staples reported that all presentations had now taken place and the Parish Council need to take the next steps which is to make the decision as to which Housing they prefer. The decision is between Hastoe Housing and English Rural Housing. Cllr Vernon stated that Tunbridge Wells Borough Council will not make a decision on sites until a Feasibility Study has been completed and in order for this to be done the Parish Council need to team up with one of the Housing Groups.

Members stated the following

Cllr Cullingworth – English Rural Housing

Cllr Croucher – English Rural Housing

Cllr Gosbee – English Rural Housing

Cllr Vernon – English Rural Housing

Cllr Tuke – Did not meet English Rural Housing

Cllr Staples – They are difficult to choose between, but English Rural Housing have considerable experience of dealing with KCC and TWBC.

Cllr Riley – Hastoe

A vote was taken

VOTE – 1 Hastoe

VOTE – 6 English Rural Housing

Based on this vote it was **RESOLVED** that the Parish Council would proceed with English Rural Housing as “preferred supplier”, Cllr Staples will contact Alison Thompson from English Rural Housing to establish how to take this forward. The Clerk will send a letter to Hastoe thanking them for their time stating that it was a very close decision.

**10. VILLAGE CLEAN UP**

Cllr Croucher confirmed that this will take place this Saturday the 24<sup>th</sup> March, commencing at 9.30am meeting by the Bell and Jorrocks, and it should be finished by 12.00noon.

**11. ANNUAL PARISH ASSEMBLY**

Cllr Staples had placed an article in the Parish Magazine. A list of local organisations had been collated and these will be invited to the Annual Parish Assembly on the 9<sup>th</sup> May, where they will each give a brief outline of what they do. Refreshments will be provided before the meeting..

**12. General data Processing Regulations (GDPR)**

The Clerk had forwarded prior to the meeting a brief outline on what the GDPR and how it will affect the Parish Council. The Clerk was asked to speak with neighbouring Parish Council’s Sandhurst and Benenden to see if they would be prepared to work together on this. The Clerk will also seek further clarification on what the Parish Council needs to put in place by the 25<sup>th</sup> May and whether a Councillor can be the DPO.

**13. ROAD REPORT - GENERAL**

Cllr Gosbee reported various pot holes around the Village, the drop pavement should be worked on and completed some time in April. The request for a disabled bay outside The Limes is still under investigation but if it goes ahead it would not be enforceable. The Staplehurst Road is due to be closed from the 16<sup>th</sup> – 20<sup>th</sup> April to allow for a hydrant to be installed. There will be a diversion in place.

**14. PLANNING**

**New applications**

18/00656/FULL	Grandshore Place, Grandshore Lane, Frittenden Single storey front extension All members <b>RESOLVED</b> no objection
18/00877/ADJ	Knoxbridge Farm, Knoxbridge, Frittenden Consultation with adjoining authority – provision of new farm access to Knoxbridge Farm from the A229, including landscaping, crossing over stream and barrier All members <b>RESOLVED</b> no objection

Planning Correspondence:

The Chairman will write to Mr Lee regarding an email from him regarding the Dutch Barn conversion – Lakeside Farm, Frittenden

Cllr Staples and Cllr Vernon attended a Gypsy and Traveller meeting held at Staplehurst Parish Council along with other adjoining Parish Councils. The main focus of the meeting is the lack of action by Maidstone Borough Council in dealing with the sites, lack of enforcement and lack of any planning policy. The actions from the meeting was to meet again and to seek from Maidstone Borough Council

under a FOI request the true number of sites in each Parish. They would also like to call for a meeting with the Head of Planning Rob Jarman and Alison Broom head of MBC.

## 15. CORRESPONDENCE

None

## 16. FINANCE

It was proposed by Cllr Croucher, seconded by Cllr Cullingworth and **RESOLVED** by all members present to pay the accounts as follows. The Payments will be signed outside the meeting.

	FRITTENDEN PAYMENTS - MARCH				
Cheque Number	GROSS	VAT	NET	SUPPLIER	DETAILS
102303	£30.00	nil	£30.00	West Kent YMCA	S137 Donation - original cheque lost
102304	£156.49	£26.08	£130.41	Kent Grassland Services	Grounds maintenance - February
102305	£100.60	nil	£100.60	HMRC	PAYE - March
102306	£402.57	nil	£402.57	Mrs Michelle Rumble	Salary - March
102306	£62.87	£0.44	£62.43	Mrs Michelle Rumble	Expenses - March
102308	£56.00	nil	£56.00	Came and Company	Insurance - Fun Run
102309	£66.00	£11.00	£55.00	Capel Groundcare	Play equipment inspection
DD0301	£23.52	£1.12	£22.40	Eon	Street lighting energy - February
<b>TOTAL</b>	<b>£898.05</b>	<b>£38.64</b>	<b>£859.41</b>		

### Bank Mandate

The Clerk reported that the previous mandate was not correct as HSBC now require all Parish Councils to complete a specific Local Authority Form. This was completed at the meeting and signed by the two new signatories Cllr Tuke and Cllr Riley and signed by the Clerk as the Proper Officer.

### Policies

The Clerk had circulated prior to the meeting the following policies to adopt at this meeting

- Complaints Procedure
- Code of Conducts Complaints procedure
- FOI and Retention Policy
- Lone Worker Policy

It was proposed by Cllr Vernon, seconded by Cllr Tuke and **RESOLVED** by all members present to adopt the policies.

The Clerk will now work on the next set of policies.

There being no further business the meeting closed at 9.45pm

Chairman's signature -----

Date -----

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 17<sup>th</sup> April 2018 at 7.30pm

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

In attendance: Hazel Gosbee, the Clerk – Mrs Michelle Rumble and two members of the public

**1. APOLOGIES FOR ABSENCE**

Cllr Hannam, Cllr Holden, Cllr Riley

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

None

**3. BOROUGH & COUNTY COUNCILLOR UPDATE**

None

**4. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING AND PLANNING MEETING**

It was **RESOLVED** by all members present that the minutes from the last planning meeting on the 20<sup>th</sup> March 2018 are a true and accurate record and that being the case Cllr Staples signed them.

**5. MATTERS ARISING FROM THOSE MINUTES**

Play equipment

Cllr Croucher updated members that Mr Mike Ashbee had completed the repairs which were highlighted in the inspection report at a cost of £30.00. The Clerk was asked to try and locate the paperwork for the fencing around the play area.

The Clerk was also asked to speak with the Grounds maintenance contractor to find out when the grass is due to be cut as it is very long.

KALC Community Awards

This Clerk stated that this will be with the Parish Council in time for the Annual Parish Assembly.

CCTV

This had been received, but unfortunately did not have the information the Parish Council had hoped for. The Clerk will now write to KCC requesting the same information.

Village Clean up

Cllr Croucher reported a very good turn out with 38 adults and 6 children all helping clean the Village.

Bank Mandate

The Clerk reported that this is still trying to be sorted, but hopefully by the next meeting it will be completed.

Policies

Cllr Tuke stated that these will go on the website.

The Clerk reported that she had received a telephone call from a resident regarding the parking problems associated with the garage. The members did agree that this was an ongoing problem. The Clerk was asked to speak with the PCSO on this matter.

**6. SPEEDWATCH**

Cllr Croucher had not been able to attend the Speedwatch seminar at the Kent Police Headquarters due to other commitments. They are due to have the camera next week. It was also reported that the 30mph sign had fallen down – this has already been reported to KCC.

**7. AFFORDABLE HOUSING**

Cllr Staples informed members that English Rural Housing had now been notified that they are the preferred supplier. The Clerk had also sent a letter to Hastoe. This is ongoing and the process is continuing with English Rural Housing who are carrying out their own investigations. Cllr Staples reported that another possible site had come on board and this was being looked into.

**8. ANNUAL PARISH ASSEMBLY**

Cllr Staples had sent all the invitations out to the 16 organisations within the village, 8 are attending and 6 yet to reply with 2 trying to find representatives to attend. This will start at 7.30pm for refreshments and the meeting will commence at 8pm.

**9. GDPR**

The Clerk had received a quote from LCPS – for £150.00 per annum, they are offering the service the Parish Council requires with all templates and policies and support. It was proposed by Cllr Staples, seconded by Cllr Tuke and **RESOLVED** by all members present to accept this contract and agree to a contract for a year.

Cllr Tuke will look into what cloud options best suit the Parish Council, he stated that vary in price according to the need required. It was proposed by Cllr Gosbee and seconded by Cllr Cullingworth for Cllr Tuke to agree to the contract he feels will offer the Parish Council what they require.

**10. ROAD REPORT - GENERAL**

Cllr Gosbee reported various pot holes around the Village and fly tipping. It was noted that Craddock Lane to the Tennis Courts in Staplehurst is in a very poor state of repair. Cllr Cullingworth reported that the pavement by the play area entrance needs repairing.

There are pot holes near the school but due to their location the road will need to be closed to carry out these repairs.

**11. PLANNING****New applications**

18/01012/SUB	1 Lower Buckhurst Cottages, Biddenden Road – Submission of details in relation to condition 5 (External lighting) of 17/03229/FULL All members <b>RESOLVED</b> NO OBJECTION but would like to ask that neighbour friendly lighting is used – which means lighting that shines down and not up into the sky.
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18/01027/NMAMD	Old Brickyard Cottage, Dig Dog Lane, Frittenden – Non-material amendment in relation to planning consent 17/02287 (Demolition of existing single storey side extensions and erection of two storey side extension. Provision of rooflight to existing flat roof) – Amendments to the window openings to the side/east elevation increasing the opening depth and change to internal layout. <b>RESOLVED</b> by all members NO OBJECTION
18/00970/SUB	Balcombe Farm, Biddenden Road, Frittenden – Submission of details in relation to condition 3 (weatherboarding), 4 (tiles), 5b (Joinery) & 5c (Bi-folding doors) of 18/00097/LBC <b>RESOLVED</b> by all members NO OBJECTION
18/00922/PNQCLA	Wellwood Park Farm, Cranbrook Road, Frittenden – Prior notification for the change of use of a building and land within its curtilage from an agricultural use to use falling within Class 3 (dwelling house). <b>RESOLVED</b> by all members NO OBJECTION
18/00959/PNQCLA	Park Farm Land and buildings, Cranbrook Road, Frittenden - Prior notification for the change of use of a building and land within its curtilage from an agricultural use to use falling within Class 3 (dwelling house). It was <b>RESOLVED</b> by all members that the following significant factors should be taken into account by the Planning authority. <ul style="list-style-type: none"> <li>• Buildings that are subject to the prior notification are not redundant.</li> <li>• Potential noise impact on neighbours.</li> <li>• Degree of rebuild required.</li> <li>• Use as a dwelling impractical in this location.</li> <li>• Potential to build additional farm buildings to replace existing ones.</li> </ul>
18/01081/LDCEX	South View Lodge Lawful Development certificate <b>RESOLVED</b> by all members NO COMMENT

## Outcome of previous applications

18/00301/FULL	4 Folly Cottages, Mill Lane, Frittenden Two-storey side extension <b>APPLICATION REFUSED</b>
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Planning Correspondence:

Cllr Staples that there is an appeal hearing on the 24<sup>th</sup> April at the Tudor Marriott Hotel in Bearsted to hear the appeal by Mr T Kettle – Parkwood Lane. Cllr Staples that he would try and attend the appeal.

**12. CORRESPONDENCE**

Clerk stated that she had received an invitation to the YMCA open evening – she will forward this to all members.

Cllr Tuke spoke on a meeting he had with regards to the Broadband speed within the village and that they would like to try and offer all residents a quicker broadband. This entails from residents to supply him with the following

Phone number, postcode, current speed, if they run a business from their home especially if it is a charity. This will then be put forward and a fund-raising exercise will need to take place. The more people who register the better.

The Clerk was asked to write to Headcorn Post officer regarding the service within the village and it has not been open when it states.

The Clerk has also been asked to write to the residents of the property which was damaged by the lorry – as there is concerns within the village that the scaffold seems to have been there for quite a time and is causing a hazard within the village.

**13. FINANCE**

It was proposed by Cllr Croucher, seconded by Cllr Cullingworth and **RESOLVED** by all members present to pay the accounts as follows. The Payments will be signed outside the meeting.

	FRITTENDEN PAYMENTS - APRIL 2018				
Cheque number	GROSS	VAT	NET	SUPPLIER	DETAILS
102311	£160.00	£26.67	£133.33	Kent Grassland Services	Grounds maintenance - March
102312	£97.20	nil	£97.20	HMRC	PAYE - April
102313	£389.24	nil	£389.24	Mrs Michelle Rumble	Salary - April
102313	£59.56	£0.44	£59.12	Mrs Michelle Rumble	Expenses - April
102314	£20.00	nil	£20.00	Frittenden Memorial Hall	Hall Hire - April 2018
102315	£498.37	£83.06	£415.31	TWBC	Civic Amenity Vehicle
102316	£358.06	£59.68	£298.38	KALC	Membership 2018/19
102317	£30.00	nil	£30.00	Mr Mike Ashbee	Repairs to play equipment
DD0401	£26.04	£1.24	£24.80	Eon	Street lighting energy - March
<b>TOTAL</b>	<b>£1,638.47</b>	<b>£171.09</b>	<b>£1,467.38</b>		

There being no further business the meeting closed at 9.10pm

It was noted that the September meeting will now be on the 19<sup>th</sup> September 2018

Chairman's signature -----

Date -----

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 15th May 2018 at 7.30pm

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

In attendance: Hazel Gosbee, the Clerk – Mrs Michelle Rumble, Cllr Sean Holden and two members of the public

#### PUBLIC FORUM

The owners of Cherry Tree Cottage were here to speak on planning application 18/01305

The people who own Castle Cottage are more affected than themselves but unfortunately could not be at this meeting tonight. They would just like to say that the size of the plot – they do not believe what has been given will be the actual development. They also stated that the utilities and services – none of which have been identified. The pole is in their garden and would have to move to accommodate the services of the new property or the cable moved underground to minimise this.

They share their drainage with their neighbours and the new system should not be located on the boundary as this will impact on both properties.

#### 1. APOLOGIES FOR ABSENCE

Cllr Hannam, Cllr Riley, Cllr Tuke

#### 2. ELECTION OF CHAIRMAN

Cllr Cullingworth nominated Cllr Staples, seconded by Cllr Gosbee and **RESOLVED** by all members present. Cllr Staples then signed the Declaration of Acceptance of office.

#### 3. ELECTION OF VICE-CHAIRMAN

Cllr Gosbee proposed Cllr Tuke, seconded by Cllr Vernon. **RESOLVED** all members that. Cllr Tuke agreed before the meeting that he would be prepared to take on the role as Vice-Chairman.

Cllr Gosbee was thanked for all his hard work as vice-chairman and his service for the many years he has served as vice-chairman on the Council

#### 4. DECLARATION OF INTEREST (in accordance with the Member's code of conduct Part 2)

None

#### 5. BOROUGH & COUNTY COUNCILLOR UPDATE

Cllr Holden was present – he had a meeting with the Conservative party group of councillors regarding the ongoing problem of pot holes. Since March 1400 pot holes have been filled but there is still a long way to go.

The Environment and Transport Committee have met and discussed that if they were to try and put the roads back to condition they use to be it would cost £620 million which was just not viable. The Budget within the Council has been reduced by £500 million, more business rates will be retained and the Council Tax has been capped. It will happen eventually that Social Care will swallow the whole Budget. Cllr Holden asked members

if they felt it would be prudent to ask residents if they would be prepared to pay a little extra on their council tax just for the purpose of maintaining the roads. Cllr Staples asked what the cost was of repairing the roads. Cllr Holden has had a meeting with both the Highway Manager Lisa Gilham and the Highway Steward Paul Catt regarding the roads.

Cllr Holden then went onto speak about Rural Bus Services and that they are hoping to hold a public meeting to discuss the Bus Services in the Rural areas.

#### Infrastructure

Rural Broadband – there is an experiment taking place for the really hard to reach areas in the Borough – they have been working with BT UK and BT. In some areas it will cost thousands to install Broadband and they are offering a voucher of £1700 for people to help with this – if they can get a group together to take this in. Cllr Staples will get in touch with Cllr Holden regarding this as there is a group which has been set up for this purpose in Frittenden.

Cllr Holden is offering a grant of £250.00 from his member grant scheme for the Silent Soldier which will be a life-size model of a soldier to be placed somewhere in the village, would the Parish Council like one and if so where would they like it to go. Cllr Staples will speak with the Historical Society and the Local British Legion.

Cllr Holden then left the meeting.

Cllr Staples reported that Cllr Hannam will not be able to make as many meetings due to his role changing at work.

#### 6. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING

It was **RESOLVED** by all members present that the minutes from the last planning meeting on the 17<sup>th</sup> April 2018 are a true and accurate record and that being the case Cllr Staples signed them.

#### 7. MATTERS ARISING FROM THOSE MINUTES

##### Play equipment

Cllr Croucher updated members that Mr Mike Ashbee had now repaired the gate, he stated that whilst repairing the gate he noticed four more bars had been bent on the play area, we are not sure if this is down to vandalism or mowing.

##### CCTV

A response to the FOI request had been received from KCC, but unfortunately did not have the information the Parish Council had hoped for.

##### Bank Mandate

The Clerk reported that once the Chairman had countersigned the Clerk's initials it could be re-sent and would be completed.

##### APA

Cllr Staples wondered how members felt about the format, this would be discussed further at the next meeting.

##### Post Office

The Clerk had written but had received no response, she would chase this.

##### Parking

The Clerk had spoken with the PCSO on this matter and it was noticed that the parking had become a little better but this will need to be monitored over time.

#### 8. SPEEDWATCH

Cllr Croucher reported that since the last meeting no Speedwatch had taken place, but they were due to collect the equipment again.

**9. AFFORDABLE HOUSING**

Cllr Staples reported that at the last meeting another prospective site had come forward – but this now looks like it would not work for the Parish Council.

**10. ROAD REPORT - GENERAL**

Cllr Gosbee reported various pot holes around the Village. Cllr Gosbee was still chasing for the dropped kerb at the school.

The Gateway signs around the village need to be inspected and see which ones are still serviceable and if any need repairing/replacing then the Parish Council could contact KCC or take the work on themselves at a cost to the Parish Council. Cllr Croucher suggested asking Cllr Holden if his member grant could be used for this purpose. Cllr Vernon will also speak with his neighbour.

**11. PLANNING**

**New applications**

18/01302/FULL	Elwell, Mill Lane, Frittenden, Cranbrook Relocation of garden shed and construction of a single storey side extension. All members <b>RESOLVED NO OBJECTION</b>
18/01305/PNQCLA	Land to the rear of Cherry Tree Cottage, Headcorn Road, Frittenden 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 c3 (dwelling house) Cllr Vernon stated that this is not a planning application but a prior notification and is using the same envelope as what is there already. The main issues are the Traffic and the Fenestration which would have high-level glazing on the Eastern Elevation. The services are not really a planning issue and the neighbours would need to discuss this with the applicant. Cllr Vernon stated that various reports had been completed but would have liked to have see the high-level glazing either changed or removed. It was proposed by Cllr Vernon, seconded by Cllr Gosbee and <b>RESOLVED</b> by all members present to make the following comments. <ul style="list-style-type: none"> <li>• The site line from the proposed access could result in highway safety issues on a dangerous corner and visibility splay issues.</li> <li>• The design/external appearance of the proposed windows in the</li> </ul>

	eastern elevation of the building would materially overlook and impact on Castle Cottage.
18/01304/SUB	Balcombe Farm, Biddenden Road, Frittenden – Submission of details in relation to condition 5a – (Timber construction) of 18/00097LBC All members <b>RESOLVED NO OBJECTION</b>

#### Outcome of previous applications

18/00656/FULL	Grandshore Place, Grandshore Lane, Frittenden <b>APPLICATION PERMITTED</b>
18/00877/ADJ	Knoxbridge Farm, Knoxbridge <b>RAISES NO OBJECTION</b>

## 12. CORRESPONDENCE

None

## 13. FINANCE

It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and **RESOLVED** by all members present to pay the accounts as follows. The Payments will be signed outside the meeting.

CHEQUE LIST – MAY 2018					
Chq	GROSS	VAT	NET	SUPPLIER	DETAILS
Number					
102318	£160.00	£26.67	£133.33	Kent Grassland Services	Grounds maintenance - April
102319	£50.00	nil	£50.00	ACRK	Membership 2018/19
102320	£35.28	£5.88	£29.40	JRB Enterprise	Dog bags
102321	£83.20	£13.86	£69.34	Biffa	Service of litter bins - March & April
102322	£150.00	nil	£150.00	LCPAS	DPO Service
102323	£50.00	nil	£50.00	Mr Bernard Millard	Honorarium
102324	£20.00	nil	£20.00	Frittenden Memorial Hall	Hall Hire
102325	£74.83	nil	£74.83	Mrs Michelle Rumble	Clerks expenses
102326	£101.20	nil	£101.20	HMRC	PAYE
102327	£404.44	nil	£404.44	Mrs Michelle Rumble	Clerks Salary - May
102328	£35.00	nil	£35.00	ICO	Membership 2018/19

DD0501	£27.72	£1.32	£26.40	Eon	Street lighting energy - April
<b>TOTAL</b>	<b>£1,191.67</b>	<b>£47.73</b>	<b>£1,143.94</b>		

Annual Return 2017/18

Cllr Staples as Chairman and the Clerk as RFO signed the Annual Return for the year ending 2017/18. This will now be sent to the External Auditor.

There being no further business the meeting closed at 9pm

Chairman's signature -----

Date -----

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 19th June 2018 at 7.30pm

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

In attendance: Hazel Gosbee, the Clerk – Mrs Michelle Rumble, and two members of the public

#### PUBLIC FORUM

There was a member of the public present who will speak on Broadband at item 13

#### 1. APOLOGIES FOR ABSENCE

Cllr Hannam, Cllr Holden, Cllr Croucher

#### 2. DECLARATION OF INTEREST ((in accordance with the Member's code of conduct Part 2)

None

#### 3. BOROUGH & COUNTY COUNCILLOR UPDATE

No Reports received

#### 4. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING

It was **RESOLVED** by all members present that the minutes from the last planning meeting on the 15<sup>th</sup> May 2018 needed to be amended and will be signed at the next meeting.

#### 5. MATTERS ARISING FROM THOSE MINUTES

##### Bank Mandate

The Clerk was waiting to see if this has now been set up.

##### Post Office

The Clerk had spoken with the Post Master at Headcorn, and stated to members that on occasions due to the 3g and 4g connection needed they are not always able to attend. The other issue they encounter is that the Post office is just not attended by enough people and unless this changes in the foreseeable future, the Mobile Post office which attends Frittenden may well stop coming.

##### Rural Bus Service

Cllr Holden was not present and therefore no update.

##### Annual Return

This has been sent off to PKF Littlejohn

#### 6. PARISH CHAIRMAN'S MEETING

Cllr Staples stated that the Commander of Tunbridge Wells and Tonbridge Police Station spoke and encouraged Parish Councils to ask their PCSO to attend regular meetings, local intelligence is also very important. He also stated that there is now an online reporting system now.

Karen Possett head of planning at Tunbridge Wells spoke on planning applications and stated that alterations to planning applications do not always come back to the Parish Council to comment on – these can be monitored under tracked applications.

Retrospective planning applications are treated the same as a new planning application – there is no penalty for completing the works already, she stated that Parish Councils could pick up on flooding, green spaces.

There is no update on the Local Plan at the moment – nothing will be expected until September

**7. SPEEDWATCH**

Cllr Croucher was not present

**8. AFFORDABLE HOUSING**

Cllr Staples reported that the new site put forward was not deemed suitable for Affordable Housing, they are trying to arrange a meeting with a representative from KCC and English Rural Housing.

**9. ROAD REPORT**

Cllr Gosbee reported that the Biddenden Road had been re-surfaced, but that the works which had been carried out were completely sub-standard and unacceptable. Cllr Holden is aware of this and is dealing with it, should the Parish Council send a letter to KCC.

The fly tipping in Grandshore Lane is still there – there was a notice served in April but they have 3 months to clear this.

The Parish Council have been looking at Replacing/Repairing the Village Gateways, Cllr Holden has stated that there are no funds for this and that a new Village Gateway costs in the region of £1500.00.

A resident then entered the meeting and spoke on the Village Gateways – he stated that he had carried out a survey on all the gateways and there is work which needs to be carried out, depending on what materials are used either Oak or Larch will depend on the cost. He stated that the quality of the original materials used was not of a good quality. He did state that some of the signs were dangerous and the Clerk was asked to report these as urgent to KCC and copy in Cllr Holden and Paul Catt from Highways. Cllr Staples reported that they do not have any Budget for this – this will be looked at again at the next meeting.

The resident then left the meeting at 8.35pm

**10. DEFIBRILLATOR**

The Parish Council have been contacted regarding having a Defibrillator in the Village or perhaps two, locations have not been decided and no quotes have not yet been sought. Cllr Riley will lead this and come back to the next meeting with sites and quotes.

**11. APA**

Cllr Staples wished to have feedback from the Councillors as to the format of next years meeting. Councillors felt that the format worked well but perhaps every other year. This will be looked at again next year nearer to the date.

**12. GDPR**

The Clerk had forwarded prior to the meeting all policies which need to be adopted, Cllr Tuke has looked at the policies and felt that not all parts were appropriate or required for the Parish Council. Cllr Tuke will look at these and come back at the next meeting and speak with the Clerk prior to this.

**13. BROADBAND**

Cllr Tuke spoke on Broadband and what options would be available to the Parish, there would need to be enough interest generated in order for this to move forward. It is quite costly but there are Grants available from various sources. Lance then took over and stated that a meeting with Cllr Tuke with BT Openreach

will be on the 20<sup>th</sup> June. There is a voucher scheme available from KCC. The money for the cost of the Broadband needs to be in place before any work will commence. The next steps are for the lists to be drawn up by BT Openreach. Lance will put the 3 different forms on Facebook to see who would be interested and subscribe to which option. Lance will also draft a letter which will need to be sent to KCC asking for the list of residents who fall within the Broadband area in Frittenden.

#### 14. PARISH COUNCIL MEETING DATES

The Clerk had asked the Parish Council if meetings could be moved to the third Thursday of the month. It was **RESOLVED** by all members that going forward apart from December when the meeting will be on the 12<sup>th</sup> December.

#### 15. PLANNING

##### New applications

18/01205/FULL	Peach Tree Cottage, Headcorn Road, Frittenden Single storey side extension <b>RESOLVED NO OBJECTION</b>
18/01487/FULL	Gould Farm Oast, Mill Lane, Frittenden Construction of single storey oak framed garden room to the side elevation. <b>RESOLVED NO OBJECTION</b>
18/01562/FULL 18/01563/LBC	Chapel Cottage, Biddenden Road, Frittenden Replacement of windows and side doors, installation of storage heater system, loft insulation, redecoration of external woodwork and render to rear kitchen and bathroom. <b>RESOLVED NO OBJECTION</b>
18/01735/PNQCLA	Ayleswade Hopper Hut, Ayleswade Lane, Frittenden 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 C3 (Dwelling house) together with the associated building operations which are reasonably necessary to convert the building
18/01803/FULL	South View Lodge, Cranbrook Road, Frittenden Variation of Condition 2 (occupation) of planning permission 05/02119/FULL (construction of stable block, hay barn, tack room and menege and demolition of buildings: Modification of occupancy condition 2 of permission TW/84/00106 – Remove condition. <b>RESOLVED NO OBJECTION</b>
18/01833/FULL	1 Buckhurst Cottages, Biddenden Road, Frittenden Conversion of Boat House to ancillary annexe, Alternations to roof, new foul drainage system, installation of Bio-Tec sewage treatment plant & installation of solar photo voltaic units on south facing

	roof. <b>RESOLVED NO OBJECTION</b>
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Outcome of previous applications

18/01027	Old Brickyard Cottage, Dig Dog Lane, Frittenden Non-material amendment <b>GRANTED PERMISSION</b>
18/01302	Elwell, Mill Lane Relocation of garden shed and construction of a single storey side extension. <b>PERMISSION GRANTED</b>

**16. CORRESPONDENCE**

None

**17. FINANCE**

It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and **RESOLVED** by all members present to pay the accounts as follows. The Payments will be signed outside the meeting.

	FRITTENDEN PAYMENTS - JUNE 2018				
Chq	GROSS	VAT	NET	SUPPLIER	DETAILS
Number					
102329	£160.00	£26.67	£133.33	Kent Grassland Services	Grounds maintenance - May
102330	£41.60	£6.93	£34.67	Biffa	Service of litter bins - May
102331	£150.00	nil	£150.00	LCPAS	Replacement cheque for 102321
102332	£634.16	nil	£634.16	Came and Company	Insurance Renewal
102333	£66.42	nil	£66.42	Mrs Michelle Rumble	Clerks expenses
102334	£111.60	nil	£111.60	HMRC	PAYE
102335	£446.45	nil	£446.45	Mrs Michelle Rumble	Clerks Salary - June
102336	£250.00	nil	£250.00	Royal British Legion	Silhouette purchase
DD0601	£29.60	£1.41	£28.19	Eon	Street lighting energy - May
<b>TOTAL</b>	<b>£1,889.83</b>	<b>£35.01</b>	<b>£1,854.82</b>		

Insurance Renewal

It was **RESOLVED** by all members present to accept the quote for a 3-year fixed term agreement.

There being no further business the meeting closed at 9.40pm

Chairman's signature -----

Date -----

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Thursday 19th July 2018 at 7.30pm

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

In attendance: Hazel Gosbee, the Clerk – Mrs Michelle Rumble, and four members of the public

#### PUBLIC FORUM

There was a member of the public present who will speak on Broadband at item 13

#### 1. APOLOGIES FOR ABSENCE

Cllr Vernon, Cllr Tuke, Cllr Hannam, Cllr Holden

#### 2. DECLARATION OF INTEREST ((in accordance with the Member's code of conduct Part 2)

None

Item 9 brought forward

#### DEFIBRILLATOR

Cllr Riley spoke on the defibrillator and that £5396.13 has been raised which would be enough to buy 2 wall mounted kits and one mobile kit. The defibrillators would be purchased by the Parish Council – the Clerk stated that she needs to check with KALC whether the VAT can be recovered. If this is okay then the money will be given to the Parish Council, who will pay for the defibrillators and list them as Assets on their Asset Register and they would also be insured by the Parish Council. If the meantime it was proposed by Cllr Staples, seconded by Cllr Riley and RESOLVED by all members present to accept the donation and purchase them once the VAT position was clarified.

#### 3. BOROUGH & COUNTY COUNCILLOR UPDATE

No reports received

#### 4. TO APPROVE THE MINUTES OF THE PREVIOUS TWO PARISH COUNCIL MEETINGS

It was **RESOLVED** by all members present that the minutes from the last two meetings one on the 15<sup>th</sup> May and the 19<sup>th</sup> June 2018 were an accurate record.

#### 5. MATTERS ARISING FROM THE 19<sup>th</sup> JUNE MINUTES

##### Bank Mandate

The Clerk stated that this should now be set up.

#### 6. SPEEDWATCH

Cllr Croucher reported that the equipment had recently been serviced and that they have use of it for a further 5 weeks. It will be collected by Sandhurst in the first week of August.

#### 7. AFFORDABLE HOUSING

Cllr Staples and Cllr Tuke had attended a meeting on Community Funding for Affordable Housing which was very informative. The PowerPoint presentation had been circulated to all members. There is a meeting on the 25<sup>th</sup> July at Tunbridge Wells Borough Council to discuss pre-application advice – this will

look at all the sites which have been put forward. If any Councillors would like to attend then they are welcome to do so.

#### 8. ROAD REPORT

Cllr Gosbee reported that the pot holes in Grandshore Lane have now been repaired. The bottle banks have all been emptied. Cllr Staples noted that the bottles on the ground had been cleared by administrative staff as the contractor had been unavailable to collect them. On behalf of the Parish Council he had asked that the staff be thanked for their efforts..

Cllr Gosbee has also requested a salt bin for the corner of Little Brook Wood, he is also waiting to hear back from Paul Catt regarding the re-surfacing works on the Biddenden Road

The resident then left the meeting at 8.35pm

#### 9. DEFIBRILLATOR

This was discussed earlier

#### 10. GDPR

The Clerk had forwarded all the policies to Cllr Tuke, amendments had been made to some of the policies and it was proposed by Cllr Croucher, seconded by Cllr Gosbee and RESOLVED by all members present to accept all the amendments made and adopt all the policies. It was also RESOLVED that they would re-visit the policies again in 2019.

#### 11. BROADBAND

In the absence of Cllr Tuke, a member of the public spoke on this item. He stated that BT Openreach is carrying out the final costings for this, some of the money will be raised through grants and so far, ¾ of this has been done. They have a further 10 days to finish the costing and then after that the residents have 28 days to accept the quote. They are still collating data from residents and require all the forms to be completed and returned – the reason for this is to receive the £1700.00 grant from KCC for each domestic resident signing up. The resident stated that they would like to Parish Council to promote this.

#### 12. DRONES

Cllr Staples reported that a resident had been in touch regarding a drone which had been witnessed flying over the village. There is nothing further that the Parish Council needs to do on this matter. It was RESOLVED though that as a matter of good practice the Parish Council would put the Drone Code on the website.

#### 13. AUTUMN VILLAGE LITTER PICK

Cllr Croucher stated that a date for the next litter could be the 29<sup>th</sup> September, she will speak with the relevant people to see if this is possible and report back at the next meeting.

#### 14. PUBLIC CONSULTATIONS

- **Public rights of way**

This consultation is open until the 12<sup>th</sup> September, Cllr Riley and Cllr Staples will consult on this and reply on behalf of the Parish Council. This was proposed by Cllr Gosbee and seconded by Cllr Cullingworth and RESOLVED by all members present.

- **Rural Transport**

The closing date for this consultation is the 8<sup>th</sup> August. There is a Roadshow at the High Weald Academy on the 24<sup>th</sup> July from 7pm – 9 pm, it is a much shorter questionnaire to respond.

#### 15. PLANNING

##### New applications

18/02055	Barnlea, Coldharbour Lane, Frittenden Addition of outdoor riding arena 20 x 40 metres for private use. <b>RESOLVED NO OBJECTION</b>
18/02148/SUB	Balcombe Farm, Biddenden Road, Frittenden

	Submission of details in relation to condition 3 (weatherboarding), 4 (tiles), 5b (Joinery), and 5c (bi-folding doors). <b>RESOLVED NO OBJECTION</b>
18/02181 18/02181/LBC	Balcombe Farm, Biddenden Road, Frittenden Conversion of existing three bay garage, creation of a new vehicular access with hard standing, the closure of an existing vehicular access with reinstatement of existing hedge and verge, relocation of oil tank to the front garden, minor landscaping works to the front garden. <b>RESOLVED NO OBJECTION</b>
18/02173	Corner Farm, Biddenden Road, Frittenden Removal of hedge and erection of a brick garden wall. <b>RESOLVED NO OBJECTION</b>
18/02168	Appleton Farm Cottage, Green Lane, Frittenden Prior notification for a new farm track <b>RESOLVED NO COMMENT</b>

#### Outcome of previous applications

18/01205	Peach Tree Cottage, Headcorn Road <b>PERMISSION GRANTED</b>
18/01305	Land to the Rear of Cherry Tree Cottage, Headcorn Road <b>PERMISSION GRANTED</b>

#### 16. CORRESPONDENCE

Love Where You Live awards – closing date for nominations Friday 27<sup>th</sup> July 2018, this will be put on the Parish website

#### 17. FINANCE

It was proposed by Cllr Croucher, seconded by Cllr Cullingworth and **RESOLVED** by all members present to pay the accounts as follows. The Payments will be signed outside the meeting.

	FRITTENDEN PAYMENTS - JULY 2018				
Chq	GROSS	VAT	NET	SUPPLIER	DETAILS
Number					
102338	£160.00	£26.67	£133.33	Kent Grassland Services	Grounds maintenance - June
102339	£70.19	nil	£70.19	Mrs Michelle Rumble	Clerks expenses - July

102340	£107.80	nil	£107.80	HMRC	PAYE - July
102341	£431.65	nil	£431.65	Mrs Michelle Rumble	Clerks Salary - July
102343	£60.00	nil	£60.00	Frittenden Memorial	Hall Hire
102344	£35.58	£5.93	£29.65	JRB Enterprise	Dog bags
102345	£198.00	£33.00	£165.00	Unipar Services Ltd	Speed camera serviced
DD0701	£28.64	£1.36	£27.28	Eon	Street lighting energy - June
<b>TOTAL</b>	<b>£1,091.86</b>	<b>£66.96</b>	<b>£1,024.90</b>		

				FPC EQUIPMENT FUND	Jul-18
Chq Number	GROSS	VAT	NET	SUPPLIER	DETAILS
102342	£250.00	nil	£250.00	Mr Tony Staples	Soldier Silhouette
<b>TOTAL</b>	<b>£250.00</b>	<b>£0.00</b>	<b>£250.00</b>		

There being no further business the meeting closed at 9.23pm

Chairman's signature -----

Date -----

Frittenden Parish Council

Planning meeting held at St Mary's Church Upper Room, Frittenden on Thursday 9<sup>th</sup> August at 7.30pm.

Minutes

Present: Cllr Tony Staples (chair), Cllr Rosalind Riley (minutes), Cllr Lester Gosbee, Cllr James Tuke, Cllr Heather Cullingworth, Cllr Janet Croucher; three members of the public.

1. Apologies: Cllr Richard Vernon
2. Planning Application 18/503844/FULL Provision of mobile home unit and utility block/day room with associated parking and facilities for one family under Gypsy status. The Three Sons, Park Wood Lane Parallel Track, Staplehurst, Tonbridge, Kent TN12 0DF

Cllr Staples invited comment from the Parish Council members.

Cllr Riley drew attention to the points made by Cllr Vernon in an email and these were generally endorsed by the other councillors present. The following is a summary of those points with some comments added during the meeting:

1. The application refers to one family under 'Gypsy status'. There is no evidence that the applicant can rely on planning policy for traveller sites (PPTS). No mention is made about this in the supporting planning statement and Maidstone Borough Council (MBC) should verify the position.
2. If like many previous applications on this site development has already occurred then unauthorised development should be a material consideration for refusing this application. Pre-emptively starting unapproved building work should be held against further applications.
3. The proposed development is out of character for beautiful countryside and will adversely impact on the rural character and appearance of the landscape.
4. The site is not designated in the Local Plan and is therefore not policy compliant.
5. The proposed development is not sustainable or suitable.
6. Although a buffer zone is proposed, the proposed development will impact on the adjoining ancient woodland.
7. No evidence has been supplied to determine the impact on ecology and the environment. It was noted that there was no report from the Environment Agency. Concern was expressed by the meeting that untreated effluent may be running straight into the ditches, and in any case a simple cess pit is not in itself adequate, as no new regular housing would be permitted to rely on one. A member of the public stated that there were outfall pipes going straight into the ditch in Maplehurst Wood.
8. No consideration has been given to road safety in terms of highway access. Additional traffic on the narrow Park Wood Lane is not safe together with the junction of the Lane with

Staplehurst Road. The very bad state of this junction was also noted, as it has a great deal of loose material on it.

9. Added to all the other adjoining development this amounts to over-intensification of the development and density in the open countryside.

The existence of responses in writing from local residents was noted.

It was suggested that Cllr Tuke arrange if possible to have an aerial photograph taken of the site to determine if the site is indeed currently “clear” as stated in the application.

It was also noted that seven enforcement notices are outstanding against this site, therefore no more new development should occur until these notices had been enforced. There is great disappointment with the lack of action by the enforcement department at MBC.

Comments by members of the public present at the meeting stated that approaches had been made to Helen Grant MP, who has stated that she would be in touch with the Maidstone Planning Department.

A previous judicial review, won by Mr Maurice Armitage of Maplehurst, stated that the whole site should be taken into consideration with regard to planning applications, and that applications should not be taken on a case-by-case basis.

The residents present also gave details of the level of nuisance happening around the site, including an abandoned pony and extensive fly tipping, causing unsightliness and considerable expense. It is feared that further development would increase the nuisance level.

It was decided that the Parish Council should make representations to the Environmental Agency concerning the sewerage aspect of the site, and ask for a proper examination of the water flowing through/around the site to test for potential pollution.

Cllr Staples made a request that local residents make known to the Parish Council any adverse events and any unheralded additions to the site.

It was proposed that the Parish Council make an objection to the planning application based on Cllr Vernon’s list and the matters brought forward in the meeting. Proposer: Cllr Croucher; seconder: Cllr Tuke. The proposal was passed unanimously.

The meeting closed at 8.05pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Thursday 20<sup>th</sup> September 2018

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

In attendance: the Clerk – Mrs Michelle Rumble and four members of the public, Tessa O' Sullivan from ACRK

### 1. APOLOGIES FOR ABSENCE

Cllr Gosbee, Cllr Riley

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

None

### 3. BOROUGH & COUNTY COUNCILLOR UPDATE

Cllr Hannam was present and the main part of his report was that the ~~charge for g~~Garden ~~Waste-waste~~ will come into implementation next June and will be £52.00 ~~pa~~; it is a voluntary charge depending on whether or not you decide to have a bin. He did ask the Council if some of the money raised from the garden waste ~~bin-charge~~ could go towards the Civic Amenity Vehicle but was not given a definitive yes or no on this.

He also stated that he will not be ~~re-~~standing at next year's elections, due to work commitments.

#### Item 8 AFFORDABLE HOUSING was brought forward

Tessa O'Sullivan from ACRK was present at the meeting and spoke on CLT – Community Land Trusts; they are ~~a~~-non-profit ~~community-community-~~led organisations ~~and can be used for facilitating A-~~Affordable Housing ~~which, includes-including~~ shared ownership and rented accommodation. A CLT is a ~~way of ensuring~~ long term ~~local~~ stewardship ~~of affordable~~ -homes.

They can look at the size of the development. ~~Typically a~~ CLT owns the land the ~~property-properties are~~ built on. ~~A CLT it can work as manage the development as~~ a standalone project ~~and/or the build can be managed-the subsequent renting of and~~ the properties ~~can also be managed. They can also or~~ work alongside Housing Associations ~~who handle both development and letting.-~~

~~A~~ CLT ~~is-ensures continued for Local-local people~~control. ~~T,~~ there is no right to buy and any shared ownership property is never allowed to be sold on the open market. Priority is given to local people.

CLT's can also be used for other things and not just houses.

~~H-A~~ CLT is set up by a steering group with at least six people; ~~it has to also be set up and must be constituted~~ as a Legal Entity. A CLT is open to everyone within the community. ~~You can publicise that you wish to set up a Board and look for people who might like to join—you can have views on the design of the property. An advantage of a CLT is that they will always own the land.~~ There is funding to set up the CLT from the Government by way of a Community Housing Fund – this will run until 2020 or until the money runs out. ~~They-Setting up and running a CLT~~ can be quite time consuming.

~~Councillors are invited to attend~~ There is an event at Kings Hill on the 22<sup>nd</sup> October on Community Land Trusts ~~and then make a final decision on whether to promote a CLT in Frittenden..~~

The members all thanked Tessa [O'Sullivan](#) and then she left the meeting.

**Item 11 DEFIBRILLATOR** was brought forward

The Defibrillator ~~group-Group~~ had now found and [provisionally ordered](#) the 3x ~~Defibrillators~~ [defibrillators](#) that they required. ~~It was suggested that the Group ,they would-would~~ write a cheque ~~out~~ [payable to the Parish Council as a donation to the Council](#) who in turn ~~would use the money to-would~~ purchase the ~~Defibrillators~~[defibrillators](#). They would be ~~then be~~ owned by the Parish Council.

It was proposed by Cllr Croucher, seconded by Cllr Vernon to agree the above. It was RESOLVED by all members present to approve a payment of £3930.00.

The Clerk will write the cheque and send to the company once she has received ~~the-an~~ [Invoice](#), ~~correctly~~ [addressed to the Council](#).

Mr Nick Bull thanked the Parish Council, and thanked Mr Sean Croucher and Cllr Rosalind Riley for all their support and everyone who contributed towards the fund and made it possible to purchase the Defibrillators ~~possible~~.

Members of the public then left the meeting.

#### 4. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING AND PLANNING MEETING

It was **RESOLVED** by all members present that the minutes from the last ~~planning-council~~ meeting on the 19<sup>th</sup> July and the Planning meeting on the 9<sup>th</sup> August are a true and accurate record and that being the case Cllr Staples signed them.

#### 5. MATTERS ARISING FROM THOSE MINUTES

##### Broadband

It was RESOLVED by all members that Cllr Tuke should ~~write-draft~~ a letter [on behalf of the Council to MP Helen Grant, expressing our concern about the uncertainty over grant funding noting that the Parish Council are not happy with the way](#) ~~essential to ensure this vital infrastructure project can~~ ~~it is moving~~ [move](#) forward.

##### Drones

~~This~~ [The CAA Drone Code](#) has been placed on the Parish Council website.

##### Public Rights of Way Consultation response

This was done by way of personal responses and not as a Parish Council.

##### Rural Transport Consultation

Cllr Staples had replied to this [on behalf of the Council](#).

##### Love where you live

No nominations

#### 6. PARISH CHAIRMANS MEETING

Cllr Staples had attended this the previous evening. He stated that the date of the collection of the ~~Bins~~ [bins](#) may change ~~as it is under the~~ new Contract, ~~but~~ Food waste will be collected every week. ~~This~~ [The change-over](#) will start in July next year and will be complete [in all parishes](#) no later than November 2019. There could be a one off service for the collection of Christmas Trees, but this has not yet been decided.

Cllr Staples stated that the ~~new~~ National Planning Policy Framework will ~~affect~~ [be changing](#) ~~this will~~ [change](#) ~~s~~ seven different aspects ~~of policy which may change with a view to~~ boosting the supply of houses, ~~it will include a Strategic housing market assessment, and there will be a 10% buffer for non-~~ performance. ~~There will be a confidence that houses are being delivered with an emphasis on design and~~ ~~viability~~. [Full details of the presentation have been circulated to councillors.](#)

At the next Parish Chairman's meeting a ~~Representative~~ representative from KCC Highways will be attending and will be answering questions on any highways issues which Parish Councils need to raise. Cllr Staples asked members to bring any questions they may have to the next meeting.

#### 7. SPEEDWATCH

Cllr Croucher stated that an advert had been placed in the Parish magazine asking for volunteers, she was also thinking of putting it on Facebook. Cllr Croucher stated that they did a 7am-8am session and this worked very well

#### 8. AFFORDABLE HOUSING

This has already been covered earlier in the meeting; there will be an update at the next meeting.

#### 9. ROAD REPORT – GENERAL

Cllr Gosbee was not present but had sent through a report, which stated that some of the Pot Holes had been repaired. Grandshore Lane had not yet been re-surfaced, some water leaks had been repaired on the Headcorn Road but both had been repaired very poorly. The Bridge on the Biddenden Road had been hit, it had been inspected and was down to be repaired but was not classed as an urgent repair. Cllr Cullingworth stated that the Keep Clear signs-road markings at the school needed to be painted again; she would speak with Cllr Gosbee and ask him to report this to Cllr Holden to take up with KCC.

#### 10. PLAY EQUIPMENT

Cllr Croucher reported that the wobble board on the monkey ropes was damaged and needed replacing; various options were discussed – but it was **proposed** by Cllr Vernon, seconded by Cllr Cullingworth that the Parish Council should purchase a purpose made platform. this was **RESOLVED** —by all members that the Clerk will seek a quote from Proludic and the Parish Council would then fit the item themselves.

#### 11. DEFIBRILLATOR

This has already been covered earlier in the meeting

#### 12. AUTUMN VILLAGE LITTER PICK

Cllr Croucher reported that this had been placed-advertised in the Parish magazine. Areas-Work which could be covered by the Autumn Village Litter pick are include cleaning the play area, which needs clean, collecting rubbish, and clearing signs. All work should be completed in pairs due to Health and Safety requirements.

#### 13. PLANNING

##### New applications

18/02568/FULL	Birch Barn, Green Lane, Frittenden Erection of ancillary outbuilding to house a pool, changing room, plant room and decking <b>RESOLVED by a VOTE</b> <b>(4 FOR</b> <b>2-1 AGAINST)</b> <b>TO NO OBJECTION</b>
18/02411/SUB	Gould Farm Oast, Mill Lane, Frittenden Submission of details in relation to

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	condition 4 (sections) of 18/01487 <b>ALREADY APPROVED</b>
18/02667/FULL	4 Folly Cottages, Mill Lane, Frittenden Two-storey side extension <b>RESOLVED NO OBJECTION</b>

## Outcome of previous applications

18/02055/FULL	Barnlea, Coldharbour Lane Addition of outdoor riding arena 20 x 40 metres for private use <b>APPLICATION GRANTED</b>
18/01833/FULL	1 Buckhurst Cottages, Biddenden Road Conversion of Boat House to ancillary annexe. <b>APPLICATION GRANTED</b>
18/01803/FULL	South View Lodge, Cranbrook Road, Frittenden Variation of Condition 2 (occupation) <b>APPLICATION GRANTED</b>
18/01487/FULL	Gould Farm Oast, Mill Lane, Frittenden Construction of single storey garden room to the side elevation <b>APPLICATION GRANTED</b>
18/01563/LBC	Chapel Cottage, Biddenden Road, Frittenden Listed Building Consent <b>APPLICATION GRANTED</b>
18/01735	Ayleswade Hopper Hut, Ayleswade Lane, Frittenden Prior notification <b>APPLICATION GRANTED</b>
18/02173/FULL	Corner Farm, Biddenden Road, Frittenden Removal of hedge and erection of a brick garden wall. <b>APPLICATION GRANTED</b>
18/02181/FULL	Balcombe Farm, Biddenden Road, Frittenden The erection of a three bay garage, creation of a new vehicular access with hard standing. <b>APPLICATION GRANTED</b>

**14. CORRESPONDENCE**

The Local Plan workshop which is being held at TWBC on the 5<sup>th</sup> October is being attended by all members of the Parish Council as well as Cllr Hannam.

**15. FINANCE**

It was proposed by Cllr Vernon, seconded by Cllr Croucher and **RESOLVED** by all members present to pay the accounts as follows. The Payments will be signed outside the meeting.

	FRITTENDEN PAYMENTS - SEPTEMBER 2018				
Cheque	GROSS	VAT	NET	SUPPLIER	DETAILS

number					
102350	£73.68	0.44	£73.24	Mrs Michelle Rumble	Clerks expenses
102351	£111.60	nil	£111.60	HMRC	PAYE - September
102352	£446.45	nil	£446.45	Mrs Michelle Rumble	Salary - September
102353	£25.00	Nil	£25.00	Frittenden Tennis Club	Maintenance payment
102354	£50.00	nil	£50.00	Frittenden Pre School	S137 Donation
102355	£124.80	£20.80	£104.00	Biffa	Service Litter bins
102356	£320.00	£53.33	£266.67	Kent Grass land	GM Contract
102357	£12.00	£2.00	£10.00	Stationery Express	Stationery
102358	£20.00	Nil	£20.00	Frittenden Memorial Hall	Hall Hire
102359	£35.58	£5.93	£29.65	JRB Enterprise	Dog bags
102360	£3930.00	£655.00	£3275.00	Cardiac Science	3x Defibrillators
DD0901	£26.04	£1.24	£24.80	Eon	Street lighting energy - August

There being no further business the meeting closed at 9.42pm

Chairman’s signature -----

Date -----

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Thursday 18<sup>th</sup> October 2018

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

In attendance: The Clerk – Mrs Michelle Rumble, Hazel Gosbee and 1 member of the public

**1. APOLOGIES FOR ABSENCE**

Cllr Hannam

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

None

**3. BOROUGH & COUNTY COUNCILLOR UPDATE**

No reports received.

**4. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING**

It was **RESOLVED** by all members present that the minutes from the last council meeting on the 20<sup>th</sup> September are a true and accurate record and that being the case Cllr Staples signed them.

**5. MATTERS ARISING FROM THOSE MINUTES**

Play equipment

The replacement piece of play equipment has now been received and will be fitted.

Autumn Village Litter Pick

Cllr Croucher reported that it had been very successful, and a date will be set for the Spring Village Litter Pick.

Affordable Housing

There is a CLT event taking place on Monday the 22<sup>nd</sup> October, there are still places available which can be booked via Event Brite – this is a free event to attend.

Defibrillator

There have been 2 Defibrillators now installed, and the mobile one is at the moment being kept at the Bell and Jorrocks. This one can be leant to people within the village for events etc. The Parish **RESOLVED** that for the time being they are happy for the pub to keep the Mobile Defibrillator.

Broadband

Cllr Tuke prepared the letter which was sent to Cllr Helen Grant, as yet no response had been received. The Parish Clerk stated that if no response is received within the next two weeks another letter will be sent but this recorded and signed for.

Parish Chairman's meeting

Cllr Staples reminded members that if they have anything they would like brought up at the next Chairman's meeting regarding highways issues then please let him know as soon as possible.

Local Plan Workshop

The Councillors reported that this was a very interesting workshop. Councillors who were not able to attend were brought up to speed at a separate meeting. Cllr Staples stated that he was able to report that the Garden Village will not be built in Frittenden. There were several issues from the meeting to consider at a future Council meeting, for example.

Does the Parish Council wish to think about a Neighbourhood Plan? Councillors should bear this in mind and revisit this from time to time.

Should the village conservation area have a supporting document setting out characteristics which merit conservation?

Are the limits to built development still appropriate?

**6. SPEEDWATCH**

Cllr Croucher stated that an advert had been placed in the Parish magazine asking for volunteers, she was also thinking of putting it on Facebook.

**7. AFFORDABLE HOUSING**

No update at this meeting, the one site which had been brought forward was still being looked into and at the moment English Rural Housing were waiting for a response from the landowner on this.

**8. HEADCORN AIRFIELD REPORT**

Cllr Gosbee reported that there was a committee meeting on the 2<sup>nd</sup> October, he reported that the motor club has now moved to the front field.

The Battle of Britain commemoration did take place – but there was low cloud and only one parachute drop. Two schools were invited.

The Model Show was a great day and was well attended.

Planning for the new hanger will be in Autumn.

**9. ROAD REPORT – GENERAL**

Cllr Gosbee reported that the pot holes within the Village had now all been filled. The fly tipping in Parkwood Lane has also been cleared. Cllr Gosbee thanked Paul Catt for his help in removing tarmac which had been placed over a manhole cover.

There is a Highways Seminar for Parish councillors at Hadlow Hotel on the 5<sup>th</sup> November from 09.30 – 13.00.

The Parish Council need to think about whether they would like to repair the Village Gateway signs – there is no money in the Budget at the moment. If this was something that they wished to look at then an amount could possibly be allocated but when the 2019-20 budget is prepared. The bridge in Biddenden Road will be repaired on the 26<sup>th</sup> November – the road will be closed for 5 days in order to carry out the repairs.

There will be a bulk bag of salt delivered to the Village Hall

The drop kerb outside the school is still being investigated, as is the disabled bay by the Limes.

Cllr Gosbee would like a salt bin on the dangerous corner by Little Brookwood in Headcorn Road - this is not something KCC would be prepared to fund. The cost of this is £200.00 plus VAT. It was proposed by Cllr Croucher, seconded by Cllr Cullingworth, **RESOLVED** by all members present to purchase one. The Clerk will liaise with Cllr Gosbee and order the bin. Cllr Gosbee will ask if KCC would fill the salt bin.

**10. PLANNING****New applications**

Cllr Tuke left the room for the first application

18/02786	Appleton Farm, Green Lane, Frittenden Cranbrook. The proposed creation of a new vehicular entrance and revised route of the
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	<p>agricultural access track approved under application 18/02168/AGRCC  <b>Proposed by Cllr Vernon</b>  <b>Seconded by Cllr Riley</b>  <b>RESOLVED BY ALL MEMBERS NO OBJECTION</b></p>
18/02883/FULL	<p>Redundant Agricultural Building, Ayleswade Lane, Biddenden  Change of use and extension to agricultural building to create 1 no dwelling with ecological and landscape enhancements.  <b>Proposed by Cllr Vernon</b>  <b>Seconded by Cllr Cullingworth</b>  <b>RESOLVED BY ALL MEMBERS NO OBJECTION</b></p>
18/02934/COUNTY	<p>Knoxbridge Farm, Knoxbridge, Cranbrook  Consultation from KCC – Details of surface water drainage scheme (condition 7) Archaeology Programme (Condition 9) and Landscaping (Condition 11) pursuant to planning permission TW/15/508499  <b>Proposed by Cllr Vernon</b>  <b>Seconded by Cllr Staples</b>  <b>RESOLVED BY ALL MEMBERS NO OBJECTION</b></p>
18/504157	<p>Perfect Place, Frittenden Road, Staplehurst  Erection of ancillary dayroom building. Councillors are very concerned about the status of not only the application site but adjoining occupation and development. As a retrospective application, the unauthorised development of the site should be a material consideration for refusing this application and enforcement action should be taken. This is a substantial building which cannot be seen as ancillary on land which should be open countryside and development has a serious impact on the character and appearance of the landscape and countryside. Development is not policy compliant. There are risks to contamination of water courses, ecology and impact on the adjoining ancient woodland. Councillors voted unanimously in the strongest terms to recommend <b>REFUSAL</b> of the application.  Proposed by Cllr Vernon  Seconded by Cllr Riley  <b>ALL MEMBERS RESOLVED THAT THEY WOULD LIKE TO SEE THE APPLICATION REFUSED</b></p>
APPEAL /U2235/W/18/3197191	<p>Maplehurst Paddock, Frittenden Road, Staplehurst</p>

	<p>Proposal: Removal of condition 2 of previously approved application MA/12/1793 (An application for permanent use of land as home for gypsy family within a mobile home, plus touring caravan dayroom and stables as detailed in letter dated 1/10/12 and drawing no bs-260-0)</p> <p>Councillors noted that the original application was approved for specific exceptional reasons with the intention that the site would be returned to open countryside. Removing the personal condition would have the effect of allowing use and development that if the subject of a new application should be refused. Development in this location is not policy compliant and is having an adverse impact on the character and appearance of the landscape and countryside. Councillors voted unanimously to recommend <b>REFUSAL</b> of the appeal.</p> <p><b>Proposed by Cllr Vernon</b>  <b>Seconded by Cllr Riley</b>  <b>RESOLVED BY ALL MEMBERS THAT THEY WOULD LIKE TO SEE THE APPLICATION REFUSED</b></p>
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#### Outcome of previous applications

18/02568/FULL	<p>Birch Barn, Green Lane, Frittenden  Erection of ancillary outbuilding to house a pool, changing room, plant room and decking.  <b>APPLICATION PERMITTED</b></p>
18/02667/FULL	<p>4 Folly Cottages, Mill Lane, Frittenden  Two-storey side extension  <b>APPLICATION PERMITTED</b></p>

#### 14. CORRESPONDENCE

KALC – Annual General Meeting 17<sup>th</sup> November 2019

Events coming up within the Village

- Village Quiz – 1<sup>st</sup> December 2018 7.30pm
- Christmas Market – 24<sup>th</sup> November 12 noon
- Advent Windows – 1<sup>st</sup> December 4pm

#### 15. FINANCE

It was proposed by Cllr Vernon, seconded by Cllr Croucher and **RESOLVED** by all members present to pay the accounts as follows. The Payments will be signed outside the meeting.

	FRITTENDEN PAYMENTS - OCTOBER 2018				
Cheque Number	GROSS	VAT	NET	SUPPLIER	DETAILS
102361	£80.51	£0.44	£80.07	Mrs Michelle Rumble	Clerks expenses - October
102362	£99.20	nil	£99.20	HMRC	PAYE - October
102363	£396.84	nil	£396.84	Mrs Michelle Rumble	Clerks salary - October
102364	£160.00	£26.67	£133.33	Kent Grassland Services	GM Contract - September
102365	£20.00	nil	£20.00	Frittenden Memorial Hall	Hall Hire
102366	£181.50	£30.25	£151.25	Streetlights	Repairs
DD1001	£28.64	£1.36	£27.28	Eon	Street lighting energy - September
<b>TOTAL</b>	<b>£966.69</b>	<b>£58.72</b>	<b>£907.97</b>		

Councils Laptop

It was proposed by Cllr Tuke, seconded by Cllr Vernon to purchase an SSD in order to improve the performance of the laptop at a cost of no more than £80.00. Cllr Tuke will purchase this and the Parish Council will reimburse him.

There being no further business the meeting closed at 9.10pm

Chairman's signature -----

Date -----

A meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 20th November 2018

Present were: Mr A Staples (chairman)  
Mr R Vernon  
Mrs J Croucher  
Mr J Tuke  
Mr L Gosbee  
Ms R Riley (minute taker)

In attendance: Mrs Hazel Gosbee

#### 1. APOLOGIES FOR ABSENCE

The Clerk - Mrs Michelle Rumble  
Cllr H Cullingworth

#### 2. DECLARATIONS OF INTEREST

None

#### 3. BOROUGH AND COUNTY COUNCILLOR UPDATE - none

#### 4. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING HELD ON 18TH OCTOBER 2018

Cllr Croucher and Cllr Gosbee mentioned that a thank you to Dick Munton, and Sean and Rosie Croucher for their work on the litter pick was not minuted, but was made in person.

#### 5. MATTERS ARISING FROM THOSE MINUTES

Cllr Croucher reported that the play equipment was fitted on Saturday and all is fine  
There is a further Local Plan workshop with the Borough Council and the Parish Council expect to field a representation of up to 6 councillors on 7th December.  
Nobody was able to attend the KALC AGM last weekend.  
The Village Quiz has 8 tables booked for 1st December.

The council expressed appreciation for the work on the Armistice Exhibition and Remembrance weekend, which was a credit to the parish.

Cllr Tuke reported that the Clerk's laptop has now been fixed.

#### 6. SPEEDWATCH

Cllr Croucher reported that there are no more volunteers as yet. Cllr Riley to approach a friend.  
One team clocked a driver going at 61 mph outside Chestnut Close.  
This time of year is difficult due to weather, which can prevent sessions from taking place.

#### 7. AFFORDABLE HOUSING

Cllr Staples reported that negotiations are ongoing between English Rural Housing (ERH) and a landowner on the Cranbrook Road. It would be reasonable for the development to include two open-market houses so that the scheme and landowner benefit - as is common with this type of scheme on Rural Exception Sites (RES). The hedge line would be kept intact.

The next step is for ERH to get the landowner to put forward the site as an RES to Tunbridge Wells Borough Council. It is hoped that this can move quite quickly, but we will need to have a Community Land Trust (CLT)

in place before the actual transaction happens, if this is how we wish to proceed.

## 8. COMMUNITY LAND TRUSTS

Cllr Vernon reported on the possibilities of creating a Community Land Trust (CLT) to own the land on which the affordable housing is built.

Cllr Vernon felt it would be a missed opportunity if we didn't do it as it would be a good thing for the community to have control over the land. The challenge is setting it up in the timescale. We need members of the community to form a trustee board of 5 or 6 people. The National Community Land Trusts Network can help with setting up the Trust. The main work would be at the start, in creating the group and deciding how much involvement is needed to influence the build. This would need a couple of key people to make this happen quickly, and create a great opportunity to steward a community asset. Otherwise the development would belong to English Rural Housing.

A CLT could also be useful in other ways, to manage other community projects in the future.

Resolution: to promote the creation Community Land Trust and hold a public meeting to discuss it and recruit Trustees. Proposed Cllr Vernon, Seconded Cllr Croucher, carried. It was agreed to hold the meeting on Saturday 19th January in the afternoon.

Proposal: to join the National Community Land Trusts Network on a "Start-Up Membership" at the cost of £49.00 for the year. Proposed Cllr Staples, Seconded Cllr Gosbee. Carried.

Publicity for the meeting, in the form of leaflets, FB and website posts will be handled by Cllrs Riley and Tuke. Potential presentations will be sought from Alison Thompson of ERH, the landowner, and a villager from elsewhere with experience of a CLT (eg Shepherswell).

A separate bank account would be required, which will require a business plan to open.

## 9. ROAD REPORT - GENERAL

Cllr Gosbee reported that Biddenden road will be closed from Sand Lane down to the end of the road to repair the bridge (with access to houses). 5 days max from 26th November.

Most potholes have been repaired but the edges of Biddenden road are not looking good.

A few weeks ago there was a broken branch near Brookwood - cones were put round it and Highways came out on a Sunday to cut it up.

Salt bins: some are less than half full but highways will not refills as they haven't enough resources. The PC has a bag of salt and LG will top up low bins.

There has been confirmation from TWBC that they are willing to fund highways to drop the kerb each side of the road outside the school for wheelchairs and prams.

Local resident Roy Ecclestone said there is a lot of noise from CWP Fencing in Digdog Lane. They do not keep to the hours allocated to them and leave the doors open on the units. The hours are defined in the planning conditions. Cllr Staples suggested that Cllr Gosbee ask the Ecclestons to keep a record of infringements. Cllr Vernon said this should be notified to the planning enforcement team when we know what the infringements are.

Cllrs Staples and Gosbee went to the KCC Highways Parish Seminar and made notes. Simon Jones, director of Highways, Transport and Waste spoke about key concerns including 60 deaths and 900 life-changing injuries in Kent last year. They wish to cut out unnecessary bureaucracy and make the money work harder. 17 new gritters to be put on the roads and names by local children. The Beast from the East had an enormous impact on the roads, with 12 x more potholes reported, costing £1m more. They feel they are more or less up to date with repairs.

Cllr Gosbee has an estimate for the additional salt bin and 10 bags of salt for the Headcorn Road just before

Brookwood, 199.57 ex VAT. Cllr Tuke proposed going ahead, seconded by Cllr Gosbee. Cllr Gosbee will proceed with this.

Resident Sean Rayment reported 2 lorries parked in Digdog Lane blocking the road, which are often foreign registered and parked overnight. Cllr Tuke had responded to tell our PCSO and both Mr Rayment and Cllr Staples think it was for Pure Foods, and they park there to get the early slot. The standing area behind Pure Foods was widened but is only open in opening hours. Pure Foods must tell suppliers not to arrive in Frittenden early as there is insufficient room. The Parish Council will write to the Highways authority to point this out. Cllr Gosbee will find out who best to approach.

## 10. ISSUES ARISING FROM LOCAL PLAN WORKSHOP

### The Conservation Area:

The question is whether we want to reconsider the extent of this, and find a more objective categorisation. It exists to articulate why the area is special and what contributes to that. Cllr Vernon explained that there is no supporting appraisal of the Conservation Area, which we should have, and we should decide if the boundary is correct, in terms of architectural or historic interest. Landmarks, views, buildings of merit, roofing, walling, vernacular features are all germane in deciding this. Sissinghurst has an appraisal which seems to be from TWBC and we can ask how it was created. An appraisal is not to stop development but it allows us to argue about certain types of development and make them more appropriate. Professional help is needed for the wording which could be expensive. The Borough planning department asked us if we were happy with the current boundary. Cllr Vernon suggested there might be a record from 1974 when the original boundary was set, and any rationale recorded (these would be in Maidstone) and in 1992 when revisions were made. Tunbridge Wells should have some information and we will ask them at the next meeting. We would like to include, for example, the playing field and the piece of land between the Old Rectory and the cemetery.

### Limits to Built Development

The principle of the LBD zone is to contain the development to that boundary and prevent developmental sprawl. Cllr Staples pointed out that this is now unrealistic or would crowd the centre of the village with new needed buildings. It is for us to influence by putting forth our views to TWBC who will be the ones to change it. The potential "call for sites" site and the Rural Exception site could be included (although RE sites are not required to fall with the zone). We will discuss it with TWBC at the next meeting with them.

### Identification of projects to benefit from CIL/S106 payments

We do not have a neighbourhood plan - the Local Plan made by TWBC will have a chapter on our parish but will not go into much detail. A neighbourhood plan would go into more detail on what we as a community want to be funded by the CIL, a levy on permitted development. Even without a neighbourhood plan we should be letting them know if there are items we would like to receive financial contributions. We can do this piecemeal, and costings must be supplied, along with reasons why the village needs them. The gateway signs, a car park, tennis court, drainage of playing field, play equipment, village hall are all potential items which we can propose. We would be in competition with other parishes for this money. Broadband and mobile phone reception also. The Village Hall can have a costing done on the existing plan and a survey will show the need for a new building. The key point is to start the ball rolling and find out what the reaction is. The Memorial Hall committee needs to get a costing made. Cllr Tuke will talk to Lance French about the costing needed for the broadband project, and Cllr Staples will talk to the school about the equipment in the school paddock. This could also be raised at the public meeting.

## 11. PLANNING

### New Applications

#### 18/02438/FULL Land at Hatchin Tan

There is no justification for development on this site. It is a rural lane and planning guidance says the landscape should be conserved. The Parish Council is sceptical about the nature of the development and it would be intrusive from the lane to the detriment of its rural character. The nature of the business is not specified, and seems to be aimed at running 7 days a week which would increase traffic. Cllr Vernon

proposed recommending a refusal, Cllr Croucher seconded, passed

#### Tile Barn

2015 consent was gained - this is a revised version of this scheme, which we supported. Cllr Vernon proposed approval, seconded by Cllr Riley, passed

#### Wellwood Park Farm

Evidence is missing about whether the agricultural occupancy has been breached? It is thought not. No other buildings on the site have this. 1974 development of the bungalow would not have been permitted without it? The previous cottage did not have this. Cllr Vernon recommends approval, seconded by Cllr Croucher. Passed ]

Hollin Root Farm prior notification. We do not have the usual supporting documentation yet. Noted but no comment.

Notification of an appeal lodged on Blossom Lodge, Frittenden Road against refusal of caravans stationed for one family. We cannot make new comments but have the opportunity to withdraw previous comments. It is a Maidstone Borough Council application on 18/500210/FULL. Our previous objections stand.

## 12. GENERAL CORRESPONDANCE

We received a supportive reply from MP Helen Grant about the struggles with broadband.

Mayor's Toy Appeal - we have received publicity material for this. Cllr Croucher will put up the notices.

## 13. FINANCE

To make payments - proposed by Cllr Staples, seconded Cllr Vernon, passed

Received quote from Roy Kemp to repair the telephone box: £25.00 Proposed by Cllr Croucher, seconded by Cllr Tuke, passed

To agree quote following urgent tree work at Recreation: details of 3 quotes were circulated to the committee by email and the quote from Ben Hatcher was authorised informally due to the urgent nature of the work. Cllr Staples proposed that the PC ratify the decision, seconded by Cllr Vernon. The work has been completed. Mr Hatcher's quote was the cheapest and we would like to thank all 3 respondents for their prompt quotations.

#### First Draft Budget 2019/20

This will be agreed at the December meeting, and suggestions and revisions can be added before then. Cllr Riley said we need more allowance for contingency, Cllr Tuke suggested in the region of £1000. Adding a budget for the repair or replacement of the gateway signs and play equipment should increase the minor works figure to at least £1500. Dog bags are a problem - we are spending too much and they are often stolen. We do not feel the village sign needs immediate work. Cllr Staples suggested that we use the draft document as a basis for the budget.

To adopt the Financial Regulations and Standing Orders. Cllr Staples suggested to defer adoption until the Clerk is present to answer questions at the next meeting.

Meeting closed at 9.45pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Wednesday 12<sup>th</sup> December 2018

Present were: Mr A Staples (Chairman)  
Mr R Vernon  
Mrs J Croucher  
Mr J Tuke  
Mr L Gosbee  
Ms R Riley

In attendance: The Clerk – Mrs Michelle Rumble, Hazel Gosbee and 3 members of the public

A resident spoke on planning application 18/03479 and asked if the application was going to be Affordable Housing, there would be disruption to Sand Lane which is what happened when Ferrers Lane was originally built. Another resident stated that this was outside the limits to built development and asked what were the ramifications for that.

The Rector was also present and wanted to thank the Parish Council for the pot holes which have all been filled and asked if road closures could be planned more carefully and communicated more clearly.

**1. APOLOGIES FOR ABSENCE**

Cllr Cullingworth, Cllr Hannam, Cllr Holden

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

Cllr Vernon - declared an interest in planning application 18/03479 as he has made a comment on the application as a resident and a near neighbour and therefore will not take part in any discussion on this application.

**3. BOROUGH & COUNTY COUNCILLOR UPDATE**

No reports received.

**4. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING**

It was **RESOLVED** by all members present that the minutes from the last council meeting on the 20<sup>th</sup> November are a true and accurate record and that being the case Cllr Staples signed them.

**5. MATTERS ARISING FROM THOSE MINUTES**

Weald Business Park

Cllr Staples spoke on the lorry movements at Pure Foods (Dig Dog Lane) and will contact them on this matter, he asked residents to report any concerns to the PCSO Lee Jules who has stated that he will monitor the situation.

Item 13 moved forward

**Finance**

Payments

It was proposed by Cllr Vernon, seconded by Cllr Riley to make the payments as per the cheque list circulated to all members. **RESOLVED** by all members present.

	FRITTENDEN PAYMENTS - DECEMBER				
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	2018				
	CHEQUE PAID	OUTSIDE THE	MEETING		
102377	£239.48	£39.91	£199.57	Travis Perkins	Salt bin and salt
Cheque Number	GROSS	VAT	NET	SUPPLIER	DETAILS
102378	£74.39	£0.44	£73.95	Mrs. Michelle Rumble	Clerks expenses - December
102379	£99.20	nil	£99.20	HMRC	PAYE - December
102380	£396.96	nil	£396.96	Mrs. Michelle Rumble	Clerks salary - December
102381	£160.00	£26.67	£133.33	Kent Grassland Services	GM Contract - November
102382	£20.00	nil	£20.00	Frittenden Memorial Hall	Hall Hire
102383	£435.00	nil	£435.00	Ben Hatcher	Tree work - Recreation Ground
102384	£181.50	£30.25	£151.25	Street lights	Repairs - previous cheque has gone missing
102385	£41.60	£6.93	£34.67	Biffa	Service litter bins
DD1201	£29.60	£1.41	£28.19	Eon	Street lighting energy - November
<b>TOTAL</b>	<b>£1,438.25</b>	<b>£65.70</b>	<b>£1,372.55</b>		

	FRITTENDEN PAYMENTS - DECEMBER EQUIPMENT FUND				
	GROSS	VAT	NET	SUPPLIER	DETAILS
102386	£190.00	nil	£190.00	Bell and Jorrocks	Expenditure - Refreshments
<b>TOTAL</b>	<b>£190.00</b>	<b>£0.00</b>	<b>£190.00</b>		

#### Draft Budget 2019/20

Cllr Staples suggested amendments to the Budget for 2019/20 and proposed that the precept is increased from £15,500 to £16,500 for the year 2019/20. This was **RESOLVED** by all members present. The Band D cost will not be available until the new year when the Council Tax base is published by TWBC.

#### Donations 2018

The Clerk will forward the list as per last year's donations for discussion at the January meeting.  
Policies

It was proposed by Cllr Croucher, seconded by Cllr Vernon to adopt the Financial Regulations and Standing Orders – including all amendments discussed at the meeting. It was also noted that as from January the Clerk will bring the meeting quarterly Bank Reconciliations to be signed by the Chairman. The Clerk will forward the policies to be added onto the website.

#### Annual Return

Cllr Staples reported that he had been informed that the Annual Return for 2017/18 has not been publicised on the website and under Transparency this needs to happen. The Clerk will forward this to Cllr Tuke.

## 6. PARISH CHAIRMANS MEETING

Cllr Staples first reported on the KALC meeting he had attended where there had been a presentation by Peter Steenhuis from Kent Police. He reported that a newsletter will be coming out from Kent Police. It was also noted that low level crime should be reported online, even though the police are unable to investigate individual incidents. TWBC has the lowest level of organised crime in Kent.

Cllr Staples reported that the former library complex has been rebranded as the Amelia Scott Centre and following a major redevelopment will reopen in 2021. The new Civic development and theatre will be known as the Calverley Centre. The contract for the development of this site has been awarded., work will commence in October 2019.

The new contract for the collection has also been awarded to a new contractor Urbaser (Biffa is the current contractor). Full details will be available next year.

## 7. TWBC LOCAL PLAN WORKSHOP

Councillors attended a meeting with TWBC which was confidential to discuss the Local Plan and sites which maybe put forward. The First Draft of the Local Plan will be available in May 2019. Councillors were also asked their views on local green space and the allocation of areas for this, areas have been highlighted by the Parish Council and these will be put forward by the Council for consideration by TWBC, these areas include areas for public use, local historic interest, areas of flora and fauna and any areas in order to retain the rural character of the village.

Two sites of development are included in the TWBC plan, TWBC have listened to the Parish Council on one controversial site and removed it and noting Frittenden's aspirations for affordable housing are including this in their revised site allocation.

## 8. SPEEDWATCH

Cllr Croucher reported that they are still short of volunteers. There is a new contact for speed watch Jason Winlock. He has contacted all speed watch volunteers regarding a new Operation called Flame which would prosecute drivers found speeding from Speedwatch observations. The driver would be issued with the details of the misdemeanour and either agree to a fixed penalty of contest it in court.. Details of all speed watch records will need to be retained for 3 months. There will also be some new signs for the main road.

Dates for next year – 2<sup>nd</sup> April Speedwatch open day

## 9. AFFORDABLE HOUSING/CLT

There will be a meeting on the 19<sup>th</sup> January at the Memorial Hall, 2.30pm to discuss the CLT. A leaflet drop will take place before then explaining the background and purpose of the meeting.

Tessa O' Sullivan from ACRK, and Alison Thompson from English Rural Housing will both be in attendance at the meeting. Cllr Staples is also trying to get the Chairman of Shepherdswell CLT which was set up recently.

Cllr Staples also reported that English Rural Housing will be meeting with the landowner of the potential site for Affordable Housing in the Village along with TWBC

## 10. ROAD REPORT – GENERAL

Cllr Gosbee reported that there has been no fly tipping within the village. The work to Buckhurst Bridge has still to be completed – he has spoken with Paul Catt on this matter.

The Pot holes in Parkwood Lane will be completed by Mid-February. The top of Grandshore Lane is breaking up. There is a blocked culvert which needs to be looked at. The Pot holes near Lowlands Farm have been reported and Paul Catt will look into this.

Cllr Gosbee reported to Lisa Gilham that the salt bins within the village have yet to be filled up, she will look into this. It was also reported that the faded 30mph signs within the village should hopefully be replaced next year as KCC may have some Funding available.

Cllr Gosbee wished everyone a Merry Christmas

## 11. PLANNING

**New applications****Cllr Vernon did not take part in discussing application 18/03479**

18/03536/LBC	<p>Balcombe Farm, Biddenden Road, Frittenden</p> <p>The addition of I new roof light on the single storey studio extension and other internal alterations</p> <p><b>RESOLVED NO OBJECTION</b></p>
18/03479	<p>Land adjacent to Ferrers, Sand Lane, Frittenden</p> <p>The development of one detached and two semi-detached three-bedroom houses with attached single garages on land adjacent to Ferrers, Sand Lane, Frittenden.</p> <p>Proposed by Cllr Gosbee to OBJECT Seconded by Cllr Croucher</p> <p><b>RESOLVED BY ALL MEMBERS BY A VOTE 4 FOR OBJECTION 1 ABSTENTION</b></p> <p><b>On the following grounds: -</b></p> <p>1. The site lies outside the limits to build development in Frittenden. The proposed application would constitute an unjustified encroachment in a rural area. This application is not being put forward as a Rural Exception Site and the proposed houses are not “affordable houses” as defined for Rural Exception Sites.</p> <p>2. The application refers to the plot as “previously developed land”. This is misleading as this part of the land at Ferrers was an orchard, not garden, and any development should be considered as a green-field development outside the limits to build development.</p> <p>3. Because of its location, distant from village facilities (school, shop, public house and church), this development is not sustainable: occupants would be totally dependent on using cars to access all facilities.</p> <p>4. Sand Lane, a former drovers’ route, is a single-track rural lane. It is a valuable part of the rural landscape within the Kent Low Weald Special Landscape Area and should be conserved and protected from the unjustified visual intrusion of further building, which would permanently</p>

	<p>change the character of its surroundings.</p> <p>5. Sand Lane struggles to cope with existing agricultural traffic to the farms located further along and because of the limited scope for passing places any increase in traffic or parking would raise issues of highway safety.</p> <p>6. The recently constructed house at Ferrers, considerably more substantial than the building it replaced, has had a significant visual impact on the character of its immediate neighbourhood. This further development would increase this negative impact and change a neighbourhood of open aspect into a highly developed housing cluster, detrimental to the amenity and privacy of properties nearby.</p> <p>7. Sand Lane is served by the village sewage system. In this part of the village the pumping station already struggles to cope and requires intervention in times of flooding.</p> <p>The Parish Council would like to point out that it is actively co-operating with TWBC in identifying the need for suitable sites in the parish, and in particular is committed to meeting the need for affordable properties at a more suitable location. However, for the reasons given above we do not consider this a suitable site for further development and would like to register our objection to this application.</p>
18/03494/LDCEX	<p>Broadlake, Mill Lane, Frittenden Lawful development certificate (existing) for the use of land as ancillary residential land with the construction of a tennis court.</p> <p><b>RESOLVED NO OBJECTION</b></p>

Outcome of previous applications  
None

## 12. CORRESPONDENCE

- WKPS – Clerk brought along leaflets

- Consultation on Libraries
- Cllr Staples reported that he had been contacted by a Football Team from Headcorn asking if they could use the field for a Saturday morning football game for Primary School Children. This would be from September 2019, the Parish Council RESOLVED they have no objection to this but a hire agreement would need to be drawn up and a possible contribution towards the hire of the field.

**13. FINANCE**

Already discussed

There being no further business the meeting closed at 9.00pm

Chairman's signature -----

Date -----