



Rolvenden Parish Council

Minutes of a meeting of Rolvenden Parish Council held on Tuesday 17th April 2018 at 7.30pm in The Pre-School Room, Rolvenden Village Hall, Maytham Road, Rolvenden, Cranbrook, Kent TN17 4ND.

Present: Cllr D Murray (Chairman), Cllr Mrs D Curtain (Deputy Chairman), Cllr B Hindley, Cllr M Hook, Cllr Mrs I Newman, Cllr Mrs J Stace, Cllr G Tiltman, Cllr R Wilcox and Cllr J Wilkins.

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

50. APOLOGIES FOR ABSENCE:

There were no apologies for absence.

51. DECLARATIONS OF INTEREST:

a. Declarations of Members' Disclosable Pecuniary Interests:

Cllr B Hindley, Chairman of Rolvenden Cricket Club, Trustee of the War memorial trust
Cllr Mrs D Curtain, Trustee of the War Memorial Trust
Cllr Mrs I Newman, Trustee of the War Memorial Trust

b. Declarations of Members' Other Significant Interests:

None.

c. Declarations of Members' Other Interests:

Cllr J Wilkins, Church Fabric Committee

52. MINUTES:

The minutes of the Parish Council held on 20th March 2018 were submitted, agreed as a true record and signed by the Chairman.

53. PUBLIC PARTICIPATION:

PCSO Kate Richardson reported back on the matters raised at the last meeting and advised of a scam currently being used by way of phone call claiming to be H M Revenue and customs.

54. PLANNING:

Planning application 18/00472/AS – Lower Woolwich, Mounts lane, Rolvenden – Two new LPG tanks with surrounding hedge landscaping.

Planning application 18/00473/AS – Lower Woolwich, Mounts Lane, Rolvenden – Re-roofing of existing building including repairs to eaves, renewal of rainwater goods and replacement of velux rooflights. New rooflight.

Planning application 18/00474/AS Lower Woolwich, Mounts Lane, Rolvenden – Relocation of one door in first floor bedroom from one wall to another.

RESOLVED: The Parish Council supports the applications.

55. HALDEN FIELD:

The contractors are now parking in the field next to the development, the planning department are aware as permission has not been granted for this. It was also highlighted the amount of advertising of the site at the roadside, this will be taken up with the planning department at Ashford Borough Council.

56. BARRETT FIELD:

The War Memorial Trust have written to the football club.

57. PAVILION PROJECT:

No progress made.

58. COMMUNITY TRANSPORT INITIATIVE:

Councillor Tiltman reported that in the next week there will be a meeting of ABC to discuss and hopefully finally approve the pilot scheme for RPC to proceed with the proposed minibus community scheme.

Behind the scenes there has been a lot of activity between ABC, the steering committee for the minibus scheme and Cllr Curtain and myself on behalf of RPC.

Significant positive progress has been made as to the provision of the scheme and an email outlining Rolvenden PC's obligations and commitments was received from Chris Miller ABC and the steering committee.

After scrutinisation by Cllr Curtain and myself we both were of the opinion that as far as RPC's participation in piloting the scheme were concerned, the goalposts had moved somewhat since the original space meeting and RPC's obligations had increased financially and our physical involvement in setting up the scheme had increased significantly to a point where clarification was required in order to ensure RPC was not committing itself to a long term possible debt.

We then raised our concerns to the proposals and have now I am pleased to report have had positive clarification from Chris Miller on queries we raised.

We have had clarification that the lease will contain a clause indemnifying RPC of any obligation for costs arising due to the failure of the scheme during or at the end of the 18 month trial period.

We also clarified that ABC will finance costs of training for up to 5 drivers when the scheme commences.

We are assured that vehicle maintenance including tyres, and insurance of the vehicle is covered by a maintenance contract to be financed by ABC which is we feel a very important factor in the overall management of the success of the scheme.

Effectively RPC will charge groups a mileage cost of £2 per mile (up to 50 miles) and £1.50 per mile over 50 miles. All monies taken from registered groups will be paid to ABC towards running costs. Any surplus money (over and above the running costs if there ever is any) will be distributed back to user groups as the PC sees fit.

We estimate that a total of 8000 miles per year will ensure success of the scheme with regards to costs to satisfy ABC. This is 160 miles per week which we are confident is

achievable based on our survey and general responses received. Especially if we are able to secure a twice/thrice weekly shopping trip for villagers.
In the end it's all down to the residents whether or not it succeeds but RPC have nothing to lose but their time.

Parking of the minibus is under discussion and will be finalised once the scheme is approved and we are recruiting volunteers for general day to day upkeep.

We were asked to prepare an online booking scheme but again pointed out to Chris Miller that originally ABC would supply an IT expert to do this . At present I am in discussion with the IT department-at ABC to carry this forward.

Usage of the vehicle will be open to any suitable group (in the eyes of the PC) who must register their interest and agree and sign the hire contract terms and agreement. there will be a small payment fee to register each group in the scheme

Groups may choose to provide their own driver or use a volunteer driver from a PC Bank of drivers. (6 available to date)it is proposed that all drivers will need to undergo an ability test with a "Blue Lamp" to satisfy the PC they are suitable. Costs of this to be borne by ABC approx £40 per test.

If the 17 seat vehicle proposed by the steering committee is approved we understand (subject to above test) that no D1 category licence is required and the minibus may be driven by any approved registered driver in our scheme.

In this respect a section 19 licence application needs to be completed at a cost of £11.

RESOLVED: To request the Locum Clerk to complete the application for a Section 19 standard bus permit.

59. NEIGHBOURHOOD DEVELOPMENT PLAN:

The statutory bodies consultation period has ended and the analysis has been completed.

60. CONSULTATION ON DRAFT REVISED NATIONAL PLANNING POLICY FRAMEWORK:

A brief discussion took place on the consultation, as the Locum Clerk is looking at this for the other Councils he works for if there is any aspect of the consultation which affects the Parish he will communicate this to all members to enable a submission to be made.

61. FINANCE:

Payments authorised at the meeting

Cheque no	Payee	Amount
300017	G Tiltman	£172.66
300018	H M Revenue & Customs	£190.96
300019	P Setterfield	£641.84
300020	PCC St Mary The Virgin, Rolvenden	£600.00

300021	Tony Fullwood Associates	£5,000.00
300022	P Setterfield	£77.49
300023	Miss S J Hatt	£356.39
300024	Kent Association of Local councils	£579.38
300025	Stackhouse Poland Ltd	£67.02
300026	Driver and Vehicle Standards Agency	£11.00

62. VILLAGE ALLOTMENTS:

A brief discussion took place on the allotments and potential improvements.

63. PLAYGROUND EQUIPMENT:

It was agreed that the Locum Clerk would obtain some brochures in order to ascertain what is available and potential costs.

64. ROLVENDEN LAYNE TELEPHONE KIOSK:

The kiosk is in need of repainting and the future use needs to be considered.

65. HIGHWAYS MATTERS:

Concerns have been raised regarding the verge opposite the Village Hall which at the present time is being protected by cones. There has been a complaint about the cones being in situ all the time as opposed to only when the Farmer's Market was in operation. This matter has been raised before the Rolvenden Profile 2000 survey highlighted the need for a kerb instead of the grass verge. The Parish Clerk to contact KCC to ascertain potential cost of such works.

66. ANY OTHER BUSINESS:

Cllr Hindley expressed on behalf of the Parish Council to Cllrs Curtain and Tiltman for all of their efforts on the Community Transport Initiative.

Cllr Hook raised concerns over the grounds maintenance as it appears that work is not being undertaken, however it has been wet reducing the ability to get a tractor onto the grass.

Cllr Newman raised concerns over the apparent conversion of garages to form living accommodation without planning permission.