

**HIGH HALDEN PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**held on the 12 December 2022 at 7pm in the Memorial Hall**

**119/22 Present and Apologies**

**Present:** Cllr Robinson (Chairman). Cllrs: Ms. Dawes, Mr. Drury, Mrs. Harris, Mr. Sargent

**In Attendance:** Mrs L Goldsmith (Clerk), 1 member of the public

**Apologies:**

An apology was received from Ward Member Alan Pickering and Cllr. Wheeler and Cllr. Pickering and the reasons for absence were accepted.

**120/22 Declarations of Interest**

None received.

**121/22 Minutes of the meeting of the 14 November 2022**

**Resolved: That the Minutes of the Parish Council meeting held on the 14 November 2022 be approved and confirmed as a true record.**

**122/22 Report from the Clerk (information purposes only)**

Nothing additional.

**123/22 Open Session:**

No comments made.

**124/22 PCSO/Community Warden Report:**

There was no report.

**125/22 Highways Improvement Plan**

a) The Clerk explained that Kieran Doble is the new Community Engagement Officer covering High Halden following the recent restructure at KCC Highways. The Clerk is in the process of arranging a virtual meeting with the Officer to discuss and review the Highways Improvement Plan. Members remain keen to repeat the ATC surveys carried out earlier in the year to whether the resurfacing and improvements to the A28 has changed the speed of traffic. Members would also like to discuss installing speed awareness measures.

**b) Proposal for a new salt bin on Church Hill**

The Highways Steward has advised that KCC would be happy for a new salt to be installed on Church Hill outside the school next to the BT cover.

**Resolved: To instruct KCC to install a new salt bin on Church Hill.**

**126/22 Queen's Canopy Project**

Cllr. Robinson read out the following report from Cllr. Wheeler. The 400 free saplings from The Woodland Trust have been nurtured by Cllr. Wheeler and her husband since the Spring. They kept them watered throughout the very hot summer and protected them from local wildlife. In the Autumn the Clerk widely advertised that the saplings could now be collected and planted and approximately 10 households collected a selection of saplings directly from Cllr. Wheeler. On Saturday 26 November 2022 Cllr. Wheeler, Sargent, Robinson, Drury and the Clerk gave out the remaining saplings at an event held in the village hall car park. Nearly 50 households have gained saplings for both private gardens and public spaces which has included replacing the hedge behind the goal mouth at Jubilee Park. The saplings are all being planted as part the Queen's Canopy Project. It was proposed by Cllr. Robinson and agreed that the Clerk passes on the gratitude of the Parish Council to Cllr. Wheeler and her husband for all their hard work.

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### **127/22 Allotments**

The Clerk was disappointed to report that a draft lease has not yet been received from Whitehead Monckton. However, following the intervention of Ward Member Alan Pickering, the solicitors have advised that the draft document should be issued this week which will then require input from the landowner and the Parish Council. It was agreed that the Clerk should order a further 480 saplings from the Woodland Trust which will be used to form hedges at the proposed allotments. The Clerk will also find out when the Parish Council can expect to receive the S106 funds which has been assigned to the provision of allotments in the parish.

### **128/22 Dates of Meetings 2023**

Members discussed possible dates for Parish Council Meetings to be held in 2023. It was agreed that all meetings will continue to be held on the second Monday of each month except the Annual Parish Meeting which will be held on Monday 17 April 2023, (noted the 10 April is Easter Monday). The Annual Parish Council Meeting will be held on Thursday 11 May 2023 which is after the elections due to be held on the 4 May 2023 (noted the 8 May is a Bank Holiday).

### **129/22 Climate Action Plan**

Members noted that Tenterden Town Council is consulting on its draft Climate Action Plan. Cllr. Robinson advised that ABC has adopted a Climate Action Plan and that Jayne Colvin who was involved in writing Tenterden's Plan has offered to come and talk to the Parish Council about how to prepare and progress a plan.

**Resolved: To invite Jane Colvin to a meeting to discuss how to prepare a Climate Action Plan.**

### **130/22 NALC Civility and Respect Pledge**

The Clerk advised that the Civility and Respect Pledge is being introduced because NALC believe there is no place for bullying, harassment and intimidation within the public sector. The pledge is designed to enable Councils to demonstrate that they are committed to standing up to poor behaviour across the sector and to driving through positive changes which support civil and respectful conduct.

**Resolved: To adopt the Pledge.**

In the absence of Cllr. Pickering the Chair invited Cllr. Sargent to lead on the planning proposals

### **131/22 Planning**

#### **Planning applications**

#### **PA/2022/2958 Potkiln Oast, High Halden Road, High Halden**

Demolition and replacement and extension of two storey linked addition including conversion of garage with associated fenestration.

**Resolved: No comment.**

#### **PA/2022/2806 Planesfield, Pot Kiln Lane, High Halden**

Proposed additional mobile home and utility block for immediate family use (applicant's son).

**Resolved: Object.** The 15/01374/AS proposal was refused by ABC on 4 November 2016 on the grounds that the Council had insufficient evidence about whether the applicant and his family were from a recognised Gypsy/Traveller Community. The Council also refused the application on the grounds that the application is situated in open countryside and presents a visually incongruous and intrusive form of development that is significantly harmful to the character and appearance of the surrounding area of countryside. This was taken to appeal and in May 2017 the Planning Inspector ruled as follows: 'The use hereby permitted shall be for a limited period until 30 September 2021. At the end of this period, the use hereby permitted shall cease'. This new application requests permission for an additional mobile home. We object on the grounds that the applicant is trying to increase the number of mobile homes on a previously contested plot.

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

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

**Resolved: No comment.**

#### **PA/2022/2969 Duxbury, Church Hill, High Halden**

Replacing the existing conservatory with a new sunroom, single-storey ground floor side extension, first floor side extension, erection of a porch. Internal alterations including: amendments to doors and fenestration,

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partition walls removed, chimney flu removed and beam strengthening applied.

**Resolved: No comment.**

**PA/2022/2903 Duxbury, Church Hill, High Halden**

Replacing existing conservatory with a new sunroom, single storey ground floor side extension first floor side extension and erection of a porch.

**Resolved: No comment.**

**PA/2022/2856 Broombourne Farm, High Halden Road, High Halden**

Demolish and replace existing garage/store.

**Resolved: No comment.**

**PA/2022/2907 Broombourne Farm, High Halden Road, High Halden**

Demolish and replace existing garage/store.

**W2+-PA/2022/2966 East Warden, Harbourne Lane, High Halden**

Proposed 2 bay timber frame detached garage building.

**Resolved: Support.**

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

**Approvals:**

**22/00729/AS – Tiffenden Oast, Harbourne Lane, High Halden**

Proposed single storey side extension, erection of porch and internal alterations.

**Refusal:** None to consider.

**Withdrawn:** None to consider.

**Appeal Dismissed**

**APP/E2205/W/22/3300798 – Land between Bourne House and Summerhill Cottages.**

The Parish Council is delighted with the outcome of this appeal. The Parish Council has thanked everyone who helped bring about this outcome.

**Other Planning Matters:**

**Consultation Portal and online viewing**

Members remain concerned about the shortcomings of the new planning portal system at ABC and in particular that electors no longer receive email notifications of new planning proposals in their area. The Clerk has contacted KALC for some legal advice to ascertain whether ABC is legally able to act in what appears to be an undemocratic way.

**132/22 Financial Report**

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

**Resolved: That the payments listed below for December 2022 are authorised online by Cllrs. Harris and Dawes.**

**Payments**

<b>Cheque/Transfer</b>	<b>Details</b>	<b>£</b>
Transfer	L Goldsmith (Expenses)	70.72
Transfer	L Goldsmith (Salary and backdated pay award)	778.00
Transfer	HMRC (L Goldsmith)	186.00
Transfer	Barrie Croucher (Caretaker Services x 2 months)	104.64
Transfer	Mint Fresh (Bus stop cleaning)	71.82
Transfer	Npower (Electricity pavilion)	129.10
Transfer	SLCC (Local Council Admin Manual)	141.80
Transfer	Caloo (Playground Repairs)	2124.00
Transfer	National Allotment Society (Membership)	66.00
Transfer	Hornets (Line marking kit reimbursement)	130.93
Transfer	Jo Dawes (Printing reimbursement)	60.00
Transfer	Kristina Hoath (authorised between meetings)	356.34
DD	Google Cloud	73.60

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**Receipts: None**

**Balances as at 12 December 2022**

**Unity Trust Account: £81,264.36**

**/22-2 NALC Pay Award**

The recently agreed NALC Pay Scales for 2022-2023 were noted and that the Clerk is entitled to a backdated pay award.

**Resolved: The Clerk to receive a pay award of £280.00 subject to PAYE.**

**/22-3 Smaller Authorities Audit Appointments appointment of external auditor 2022-2027**

It was noted the SAAA has appointed Mazars LLP as the external auditor.

**/22-4 Grounds Maintenance Contract**

It was noted that the Clerk is in the process of obtaining quotes for the Grounds Maintenance Contract for the period 2023-2025.

**/22-5 Budget 2023-2024**

Cllrs. Robinson, Sargent and Harris and the Clerk had discussed the draft budget for the financial year 2023/2024. The draft budget has been circulated to all Members. Members discussed the budget and noted that Section 106 monies are due which will fund a number of projects such as the provision of allotments and additional recreation facilities. It was agreed to allocate £15,000.00 towards a Highways Improvement Project which is to be taken from reserves. Expenditure for 2023/2024 is therefore estimated to be £59,950.00 and the forecasted income is £35,482.00.

**Resolved: That the draft Budget for 2023/2024 be accepted**

**/22-6 To set the Precept for 2023/24**

Members discussed the level of reserves and budget requirements for 2023/2024 and agreed that reserves could be used, if needed, to support the budget.

**Resolved: That the Precept be held at £33,054.00**

**/22-7 Policies**

**Resolved: To adopt a revised Publication Scheme.**

**133/22 Reports**

**/22-1 Ward member:** There was no report.

**/22-2 Highways:** See item 106/22.

**/22-3 Marketing/projects:** Cllr. Dawes reported that a number of copies of the newsletter have been hand delivered to residents. It was suggested and agreed that copies of the newsletter should be left in the Foodbank at the Church and at Halden Heights. Cllr. Dawes suggested and it was agreed to publish a more regular newsletter and that each edition could focus on a particular issue. Cllr. Dawes is hoping that representatives in different parts of the village will help deliver future editions of the newsletter. The Clerk will prepare the copy for the next edition. Cllr. Robinson thanked Cllr. Dawes and the Clerk for their hard work in producing and distributing the newsletter.

**/22-4 KALC:** Cllr. Robinson will attend the meeting due to be held on the 4 January 2023.

**134/22 Information items:**

**/22-1 Local Councils and Forums Developer Contributions Workshop**

It was noted that the Clerk and possibly Cllr. Sargent will attend the ABC workshop on S106/Developer Contributions which is being held virtually on the 14 December 2022.

**/22-2 HHVEC Update/Hardship**

Cllr. Sargent advised that the High Halden Helping Hand Working Group is meeting regularly and progressing a few ideas. The PCC is going to start a fortnightly Wednesday lunch club in the village hall and continues to run and support the foodbank in the Church. The Clerk will suggest that the proposed lunch club and the coffee mornings currently held in the village are registered under the Warm Spaces initiative. It was suggested that the next edition of the newsletter could focus on the work of this group.

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*Standing Orders were lowered to allow a member of the public discuss some ideas for fund raising and how to reach out to residents that may need a helping hand. It was agreed to arrange a further meeting of the High Halden Helping Hand Working Group to discuss these ideas.*

**135/22 Items for the next Parish Council meeting**

Nothing additional.

**136/22 Date of the next meeting**

**The next Parish Council Meeting will be held on Monday 9 January 2023 at 7pm in the Memorial Hall**

The meeting closed at 8.36pm.

Signed: .....

Date: .....

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