

HIGH HALDEN PARISH COUNCIL
Minutes of the Parish Council Meeting
held on Monday 14 August 2023 at 7pm in the Memorial Hall

85/23] Administration: Fire Exits, Fire Meeting Point, Mobile Phones. The Clerk confirmed that there has been no requests to record the meeting.

86/23 Present and Apologies

Present: Cllr. Robinson (Chairman), Cllrs: Mrs. Amsler, Ms. Dawes, Mr. Drury, Mrs. Pickering, Mr. Sargent and Mrs. Wheeler

In Attendance: Mrs L Goldsmith (Clerk),

Ward Member Alan Pickering, 5 members of the public.

Apologies: None received.

87/23 Declarations of Interest

Cllr Mrs Pickering: Voluntary Declaration as the spouse of the ward member.

88/23 Minutes of the meeting of the 10 July 2023

Resolved: That the Minutes of the Parish Council meeting held on the 10 July 2023 be approved and confirmed as a true record.

89/23 Report from the Clerk (information purposes only)

We have received reports about a pony and trap regularly accessing Jubilee Park though the hedge.

There is an issue with the ceiling in the disabled toilet of the sports pavilion which the builder is inspecting.

A football post and net purchased by the Parish Council will be installed at Jubilee Park this week and will be available for all to use.

90/23 Open Session:

The Chairman suspended the meeting to allow members of the public to raise items with the Council.

A member of the public advised that a number of residents in Redbrook Street are concerned about the road being used as a racing track. Residents are concerned about walking dogs etc in the area given the speed of the traffic on the road.

91/23 Highways

a) Highways Improvement Plan

KCC has advised that the area roughly opposite the barbers on the A28 could potentially be utilised for a fixed Vehicle Activated Sign (VAS) for westbound vehicles, and though not perfect, there is possible scope at the corner of A28/Tilden Close for a fixed VAS for eastbound vehicles. KCC is in the process of arranging speed surveys at this location which are required to assess the suitability of the sites. KCC has confirmed that the speed surveys will be carried out after the school holidays.

92/23 Allotments

The Clerk advised Members that the planning application for a Lawful Development Certificate for a parking area for the allotments has not yet been determined by ABC (planning reference PA/2023/0357). A further block plan has been submitted as requested. Members noted that the landowner's solicitor has advised that they can agree to a 49 year lease with an opportunity to break the lease after 15, 30 and 45 years and have requested confirmation of when the rents will be payable. The Clerk will advise the solicitor that the total amount of rent due for all the allotments will be paid to the landlord annually. The Clerk advised that KCC has now received conditional approval for additional funding to plant trees and could be interested in planting an orchard on the site as part of the Kent Tree Plan. The Clerk will attend a site visit with the landowner and KCC Officers this month. Members considered three quotes obtained by the Clerk to hardcore and surface the parking spaces and it was **resolved** to accept the quote of approximately £3,700.00 from the landowner's contractor currently working on the site.

Initials:

93/23 Section 106: Renewal of playground equipment and installation of a MUGA

Members considered a draft design and ballpark quote for a replacement playground and Multi Use Games Area (MUGA) for Jubilee Park. The Clerk advised that there are insufficient S106 funds currently available to proceed with replacing the playground equipment but there are sufficient funds to proceed with a project to install the MUGA. The Clerk has drafted a questionnaire to consult parishioners about their views on the design and use of the MUGA.

Resolved: The Clerk to place details of the online survey in the newsletter, website and Facebook, (hard copies to be made available on request). The results to be considered at the next meeting and will form a specification for the tender process.

94/23 Anti-social behaviour

a) To discuss the recent issues

Cllr. Robinson advised that he, Ward Member Alan Pickering, Cllr. Sargent and the Clerk met with Sharon Williams, Assistant Director of Housing at ABC, and representatives from Southern Housing last week to discuss the concerns of the Parish Council about incidents of anti-social behaviour in the village which have been reported to the Community Safety Unit at ABC. Representatives from Southern Housing have recently carried out a site visit to Ransley Field and plan to carry out more and are in direct contact with some concerned residents. Unfortunately, a representative from the Community Safety Unit team was not available to attend the meeting but are in regular communication with all parties. It has been agreed to meet again in three months to discuss the progress with the issues raised.

95/23] Newsletter

Members considered a draft newsletter prepared by the Clerk and Cllr. Dawes. Cllr. Robinson thanked them both for their hard work in putting together the newsletter. It was agreed for the Clerk to place a copy of the newsletter on Facebook and the website and to circulate to those on the distribution list. Cllr. Dawes offered to print off 350 copies to be hand delivered by a group of volunteers.

96/23] Replacement No. 2 bus service

Following feedback from the public meeting Stagecoach has reconsidered the suggested times of the proposed new off-peak service. The Clerk has asked if Stagecoach could offer a return service later in the day than proposed but it seems this cannot be accommodated as the new timetable to take effect immediately has now been published. It was noted that the service will be introduced on a trial basis and that user numbers will be monitored.

97/23] RoSPA

Members considered the reports from the recent RoSPA inspection of the playground at Jubilee Park and Hookstead. Given that a project to replace the playground equipment at Jubilee Park will need to wait until further S106 funds become available it was agreed that the Clerk should obtain quotes for the suggested remedial works.

98/23] Rural EV Charging Points Project

The Clerk reported that ABC has been successful in securing funding from the UK Government Rural England Prosperity Fund of which a total of £42,532 has been allocated to the rollout of EV Charging Points in rural areas for the current financial year. ABC is looking for expressions of interest from Parish Councils who would consider the installation of one or more charging point. Members were in agreement that the village hall car park is too small to allocate a parking bay for an EVCP. The Clerk advised that privately owned land could be nominated as long as it is accessible to the public. The Clerk was asked to find out more information about the charges and revenue for the scheme with a view to discussing the suitability of the scheme with the landlord of The Chequers.

Initials:

99/23] Memorial Benches

It was noted that with the assistance of volunteers from 'Life is not an X-box' the memorial bench for the late Robert Taylor has now been installed on the village green. Members considered a request from the family of the late Peter Maughan for a memorial bench to be installed on the village green. It was noted that the memorial bench for the late Jack Huskins needs to be replaced.

Resolved: The Clerk to order two memorial benches for the village green and to liaise with the families regarding the wording of the plaques.

The Chair invited Cllr. Mrs. Pickering to lead on the planning proposals.

100/23 Planning

Planning applications PA/2023/1107 – Durrants Court, Ashford Road, High Halden

Proposed outbuilding/carriage house and associated works.

Resolved: We support subject to the Listed Building Officer being satisfied.

OTH/2023/1335 – Badgers, Ashford Road, High Halden

Oak adjacent to pond – removal of all dead wood, reduce length of large lateral branch (estimated 5-6m) and works to several other branches and those that are touching the garage roof.

Resolved: Support.

PA/2023/1312 – 10, Hookstead, High Halden

Single storey rear extension with roof lights.

Resolved: Support subject to Planning Officer being satisfied.

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

Approvals:

NOT/2023/1236 – Cherry Tree Farm, Cherry Tree Farm Equine and Pet Crematorium, High Halden Road, High Halden

Prior Notification for new agricultural building to be used for machinery storage and as a hay barn.

PA/2023/1208 – 9 Millfield, High Halden

Lawful Development Certificate: Proposed single storey rear extension following demolition of existing conservatory.

PA/2022/2493 – Land to south of New Barn Farm, Ashford Road, High Halden

Provision of 5 x chalet lodges as holiday lets with associated parking, footpath and landscaping/lake.

PA/2022/2770 – Field End, Gascoigne Road, High Halden

Change of use and extension of an existing garage for use as a dog training business with store and entrance lobby (part retrospective).

PA/2023/0567 – Dalegarth, Redbrook Street, High Halden

Retrospective change of use from a barn to a holiday let.

PA/2023/1031 – 11 The Martins, High Halden

Proposed single-storey rear and side extension with associated works following demolition of conservatory.

Refusal: None to note.

Withdrawn:

PA/2023/1014 – Coombewood Barn, Redbrook Street, High Halden

Variation of condition 2 (approved plans and documents) of planning permission PA/2023/0221 (proposed single storey extension) to allow changes to roof design.

PA/2023/0941 – Homestall Farm, Ashford Road, High Halden

Proposed new access and vehicular crossover with associated hardstanding, gate and brick walls with brick piers on either side.

Appeal:

22/00085/AS – 1 Durrants Green, Ashford Road, High Halden

New detached dwelling and detached garage

Other Planning Matters

None to consider.

Initials:

101/23 Financial Report

/23-1 VAT Claim: It was noted that the Clerk has submitted a claim of £2,915.78 for VAT paid in the financial year 2022/2023.

/23-2 KALC Clerks Conference 27 September 2023

Resolved: To approve a request from the Clerk to attend the KALC annual conference for Clerks due to take place on the 27 September 2023 at a cost of £70.00 (excluding VAT).

/23-3 Box Body Ambulance: Members considered a request for funding from St John Ambulance to update their ambulance fleet. It was agreed that for a \$137 donation to be considered the Clerk should find out how many parishioners have directly benefitted from the service.

/23-4 Purchase of mobile phone for Clerk: It was noted that the Clerk does not wish to proceed with the purchase of a dedicated parish council mobile phone and number.

/23-5 Clerks Appraisal and proposal to increase working hours and salary: It was noted that the Clerk attended an appraisal with Cllr. Robinson and Sargent on the 8 August 2023

Resolved: The working hours per month for the Clerk to increase to 52 at the NALC level of SCP29. The working home from allowance to be increased to £26.00 per month.

/23-6 To review the football club fees for 2023-2024: It was noted that the football fees have not been increased for several years.

Resolved: To increase the annual fee for each football club from £264.00 to £290.00

/23-7 To agree payments in accordance with the Budget: Cllr. Dawes checked the invoices against the payment schedule and it was **resolved** for Cllr. Robinson and Dawes to authorise the payments online.

Payments:

Cheque/Transfer	Details	£
Transfer	L Goldsmith (Expenses)	90.52
Transfer	L Goldsmith (Salary)	547.20
Transfer	HMRC (L Goldsmith)	136.80
Transfer	Glasdon (Memorial Bench)	1118.36
Transfer	Barrie Croucher (Caretaker services)	41.68
Transfer	KALC (5 x Bitesize Courses)	96.00
Transfer	David Ball (Installation of bench costs)	79.92
Transfer	Playsafety (RoSPA report)	180.00
Transfer	Npower (Pavilion electricity)	111.38
DD	Google Cloud	73.60

Receipts:

Details	£
Rosemary Taylor (Contribution to Memorial Bench)	931.97

Balances as at 14 August 2023

Unity Trust Account: £55,434.72

102/23 Reports

/23-1 Ward member: Ward Member Alan Pickering advised that he has written to Simon Cole, Head of Planning about Hookstead Farm and the fiasco regarding the planning proposal for solar panels. Ward Member Alan Pickering mentioned the consultation on a proposal to move ABC offices from the Civic Centre to International House. Since the pandemic there has been a shift in the way in the way the office space at the Civic Centre is being used due to successful hybrid working arrangements. Reducing the overall size of the office space will save money. Ward Member Alan Pickering reported that all the Directors at ABC are now going to be called Corporate Directors. Ward Member Alan Pickering commented that it is pleasing to see that the gym at Tenterden has been upgraded by Freedom Leisure. Ward Member Alan Pickering suggested that the Parish Council writes to Joel Mitchell, Managing Director at Stagecoach, to see if he can assist with the deregulating of part of the layby opposite the shop.

Initials:

/23-2 Highways:

New Gateways on the A28: It was noted that the Clerk has reported to Planning Enforcement that the new gateway feature at the development at Hopes Grove has not been sited in accordance with the agreed plans under 17/00952/CONB/AS. An enforcement case, reference ENF/2023/0258 has been opened.

/23-3 Marketing/projects: See agenda item 95/23.

/23-4 KALC: Cllr. Robinson reported back on the 'bitesize' training courses he has recently viewed.

103/23 Information items:

/23-1 HHVEC Update: Cllr. Sargent reported that it is proposed that HHVEC will continue as a separate body to the Parish Council with its own separate accounts and banking arrangements.

/23-2 High Halden Helping Hand Group: It was noted that no families signed up for the scheme to serve a hot meal once a week for three weeks in the village hall over the school summer holidays. The fortnightly lunch club will resume in September 2023.

/23/3 Consultations:

The following consultations were noted:

ABC Citizen Panel Launch

KCC Budget Consultation 2024-2025

Kent Community Warden Service Review

National Highways and Transport Survey 2023-2024

Annual Survey on the performance of Kent Police

Civic Centre users consultation on proposed move

104/23 Items for the next Parish Council meeting:

Contact Stagecoach about the bus layby.

105/23 Date of the next meeting

The next Parish Council Meeting will be held on Monday 11 September 2023 at 7pm in the Memorial Hall.

The meeting closed at 8.19pm

Signed:

Date:

Initials: