

**HIGH HALDEN PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**held on the 10 October 2022 at 7pm in the Memorial Hall**

**79/22 Present and Apologies**

**Present:** Cllr Sargent (Chairman for this meeting), Cllrs: Ms. Dawes, Mr. Drury, Mrs. K. Harris, Mrs. Pickering, Mrs. Wheeler

**In Attendance:** Mrs L Goldsmith (Clerk), Cllr. Pickering (Ward Member), 3 members of the public

**Apologies:**

An apology was received from Cllr. Robinson and the reason for absence was accepted.

**80/22 Two minutes silence in memory of Queen Elizabeth II**

A two minute silence was observed as a mark of respect and in memory of Queen Elizabeth II.

**81/22 Declarations of Interest**

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

Cllr. Mrs Harris: Declared a pecuniary interest in agenda items 90/22 and 91/22.

**82/22 Minutes of the meeting of the 8 August 2022**

**Resolved:** That the Minutes of the Parish Council meeting held on the 8 August 2022 be approved and confirmed as a true record.

**83/22 Report from the Clerk (information purposes only)**

1] Federation of High Halden and Woodchurch Schools – The Clerk advised Members that a consultation period has commenced on a proposal to make the current interim leadership arrangements for High Halden and Woodchurch schools permanent by formally federating the two schools. The Governing Board believe that formalising the current arrangement is the best option to ensure a robust and secure future for both schools. Residents are invited to an information meeting to be held at 7pm on Tuesday 18 October 2022 at Woodchurch School or 5pm on Tuesday 1 November 2022 at High Halden School.

2] ABC Consultee Planning Portal – Ward Member Alan Pickering, Cllr. Mrs Pickering and the Clerk will be attending a familiarisation session on the new planning portal at ABC on the Tuesday 18 October 2022. ABC is offering this training following all the issues experienced with the new portal.

**84/22 Open Session**

A member of the public asked when the new road signage for Church Hill will be installed.

A member of the public spoke against planning proposal PA/2022/2226, Duxbury, Church Hill, High Halden.

A member of the public raised their concerns about the activities at The Stables, Redbrook.

**85/22 PCSO/Community Warden Report:** No report.

**86/22 Food bank/Hardship Fund**

The Church has organised a food bank to help local families suffering from hardship. Information on how people can donate food has been given out in posters, Facebook and on the Church website. Space has been created in the Church for The 'store cupboard' which is now open. Cllr. Harris advised that the residents in Little Robhurst have all been collecting food for this initiative.

The PCC is concerned that there is little organised in the village for young people aged 11 years and older outside of school. Pre-covid, the Church organised school activities for primary school children in a group called "the mix" in collaboration with All Saints Church, Woodchurch. The Church are keen to provide a weekly pop-up café based on "The Blend" which has been successfully run-in other Churches including Woodchurch. This would provide young people, aged 10-14, with a 2-hour session each week offering a range of activities and refreshments. It is proposed that the group will meet in the mobile classroom at the school previously used by the nursery. It is also proposed that the Church employs a youth worker for 5 hours per week and an assistant for 3 hours per week at an estimated cost of £1,659.00 per annum. A team of volunteers will work alongside the youth workers. It is also estimated that £500 will be needed per annum for materials and

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equipment. The Clerk explained that the PCC is asking the Council to financially support this initiative as it is thought it will benefit the community as a whole. As this was not a formal agenda item it was agreed to discuss this further at the next meeting and for the Clerk to suggest that a representative from the PCC attends the meeting to fully explain the financial requirements.

#### **87/22 Ransley Field, High Halden**

Cllr. Sargent explained that the launch was held on Saturday 13 August 2022 in the village hall for local people who cannot afford to buy a home outright on the open market but could afford shared ownership. Representatives from Sage Homes and Optivo were on hand to answer any questions but unfortunately nobody was able to attend from ABC. The event was well attended and there seems to be lot of local interest. Members noted that the pelican crossing has now been installed outside the development which was a condition of the planning permission.

#### **88/22 Sports Pavilion**

Cllr. Sargent and the Clerk met with Barrie Croucher, the Caretaker, on the 25 August 2022 to inspect the sports pavilion. Cllr. Sargent and the Clerk both commended Barrie Croucher for the excellent condition of the sports pavilion. Barrie has kindly agreed to repaint the outside of the pavilion which is showing some signs of deterioration. A decision between meetings to appoint an electrician to carry out an electrical inspection and to replace the lights in the toilets and entrance hall with sensor lights was **ratified**. The Clerk had obtained three quotes and it was agreed to appoint Bowdan Electricians at a cost of £840.00 (excluding VAT).

#### **89/22 Allotments**

Cllr. Drury reported that a local landowner has tentatively offered some grazing land located just off the A28 behind New Barn Farm for allotments. Cllrs. Sargent, Drury, and the Clerk met with the landowner and Andrew Bird, a representative from the National Society of Allotments, who had kindly offered to assist the Parish Council assess the suitability of the land for allotments. Cllr, Drury reported that Andrew Bird seemed very impressed with the site. The next step, which has been agreed with the landowner, is to appoint a solicitor for legal advice and to draft a lease document. The Clerk is in the process of obtaining three quotes.

*Cllr. Harris declared a pecuniary interest in the next item and did not take part in the discussion*

#### **90/22 RoSPA reports**

The Clerk has obtained three quotes for the remedial works identified in the RoSPA report.

**Resolved: To appoint Caloo to carry out the remedial works for a cost of £1,770.00 (excluding VAT)**

#### **91/22 Proposal to install a flag on the village green**

Members considered a proposal to install a flagpole on the village green. Members discussed the pros and cons and agreed for the Clerk to obtain some quotes for the next meeting.

*Cllr. Harris declared a pecuniary interest in the next item and did not take part in the discussion*

#### **92/22 Proposal to replace the steps on the village green with a ramp**

Members considered three quotes obtained by the Clerk to replace the steps on the village green with a ramp. The Clerk has asked Public Rights of Way at KCC for some advice regarding the legalities of undertaking this work on a village green.

**Resolved: Subject to comments from KCC, appoint Caloo to carry out the remedial works for a cost of £2,443.00 (excluding VAT)**

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

#### **90/22 Planning**

##### **Planning applications**

#### **PA/2022/2330 – Belvedere Lodge, High Halden Lane, High Halden**

Demolition of existing agricultural buildings and mobile home, erection of one dwelling and re-align access track.

**Resolved: Support**

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**PA/2022/2225 – Duxbury, Church Hill, High Halden**

Conversion of existing C20th outbuilding to Annex.

**Resolved: No comment.**

**PA/2022/2226 – Duxbury, Church Hill, High Halden**

New car port with home office.

**Resolved: Request an extension to investigate further**

**PA/2022/2212 – Beech House, Ashford Road, St Michaels**

Renewal application for new garage with stair access to roof space. Originally consented under application 19/01634/AS dated 15 January 2020. Existing garage demolished and subject to separate renewal application for a standalone annexe.

**Resolved: No comment.**

**PA/2022/2213 – Beech House, Ashford Road, St Michaels**

Renewal application for the demolition of existing double garage and erection of a standalone annexe originally consented under application 19/01635/AS dated 26 February 2020.

**Resolved: No comment.**

**PA/2022/2102 – Farm Cottage, Cripple Hill, High Halden**

Lawful Development Certificate for Existing Use- Occupation of dwelling in breach of agricultural occupancy condition. Condition 5 of planning permission 10/6/70/54A.

**Resolved: No comment.**

**NOT/2022/2419 – Moat Barn, Oak Grove Lane, High Halden**

Reserved matters application pursuant to outline planning permission 21/00002/AS (erection of a detached dwelling) to consider access and layout (revision to 21/01981/AS).

**Resolved: No comment.**

**Approvals:**

**22/00900/AS – Site Office, Precinct 13, Ashford Road, High Halden**

Variation of condition 2 (Approved plan) on planning permission 17/00538/AS to incorporate a 3<sup>rd</sup> floor loft room and insertion of velux windows.

**22/00964/AS – Applegarth Farm, Biddenden Road, Tenterden**

Certificate of Lawful Development – Existing continued use of land and building for light industrial purposes.

**OTH/2022/2208 – Rectory Barn, Greenside, High Halden**

Tree Preservation Order – Works Related.

**Refusal:** None to consider.

**Withdrawn:** As above.

**Appeals:**

**APP/E2205/W/22/3300798 – Land between Bourne House and Summerhill Cottages, Ashford Road**

Cllr. Sargent and the Clerk attended the Hearing held at ABC on the 5 October 2022. Three residents attended virtually and one other in person. It was agreed that the Inspector had been very good at allowing people to speak and appeared to be a good listener. Cllr. Sargent spoke against the development on behalf of the Parish Council. The Inspector also spent 45 minutes on a site visit after the Hearing and was able to see first-hand that the land is currently used for grazing cattle and that there is wildlife present. The Inspector also walked along the A28 and was able to witness the speed and volume of the traffic and the proximity of lorries to the pavement.

**APP/E2205/W/22/3290557 – Planesfield, Pot Kiln Lane, High Halden**

Members were disappointed to note that the Appeal has been allowed.

**Other Planning Matters:**

**CO22/00529/AS - The Stables, Redbrook Street, High Halden:**

Planning Enforcement has advised that the works currently been carried out on site relate to the implementation of drainage in respect of application 19/01590/AS. Enforcement has also confirmed that no planning permission has been granted for a change of use from agricultural to a residential holiday let. Concerned residents have been advised that if any works begin on the development that are not in relation to the building conversion or application 19/01590/AS that they should notify Enforcement.

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**CO/21/00232 – Land East of Hope House:**

The Clerk had received complaints from residents about the fact the builders were working on a weekend. Planning Enforcement has since explained that the developers had to allow work to take place on a weekend because of constraints that Kent County Council placed on them. KCC issued the site with a temporary two week partial road closure to carry out works to a rising main and also gave them late notice to renew the kerb stones and path running along the whole length of the site. ABC has reminded the developers of the Code of Practice for working hours.

**Stevenson Brothers' Public Consultation event 17 September 2022:**

Cllr. Sargent reported that the Stevenson Brothers organised a consultation event on the 17 September 2022 in the village hall to explain their plans to shift all of their operations from Bethersden and redevelop the site for 22 sustainable homes. The event was well attended and a formal planning application is expected to be submitted to ABC soon.

**94/22 Financial Report**

**94/22-1 To agree payments in accordance with the Budget**

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

**A decision in between meetings to authorise the payment list for September 2022 was ratified.**

**Payments**

September

Cheque/Transfer	Details	£
Transfer	L Goldsmith (August Expenses)	59.92
Transfer	L Goldsmith (Salary)	507.20
Transfer	HMRC (L Goldsmith)	118.40
Transfer	PKF Littlejohn (Limited Assurance Review)	240.00
Transfer	Mint Fresh (Bus stop cleaning)	47.88
Transfer	Npower (Electricity pavilion)	148.93
Transfer	Play Safety (RoSPA report)	168.00
Transfer	Greenbarnes Ltd (Noticeboard)	1872.52
Transfer	SLCC (50% of CiLCA training)	180.00
Transfer	KCS (Toilet rolls for pavilion)	43.16
DD	Google Cloud	73.59

October

Cheque/Transfer	Details	£
Transfer	L Goldsmith (Expenses)	116.27
Transfer	L Goldsmith (Salary)	507.40
Transfer	HMRC (L Goldsmith)	118.20
Transfer	Barrie Croucher (Caretaker Services)	43.60
Transfer	Mint Fresh (Bus stop cleaning)	71.82
Transfer	Npower (Electricity pavilion)	162.42
Transfer	Marcus Digby (Park Keeper)	488.32
Transfer	High Halden Memorial Hall (Hire charges)	140.00
Transfer	David Ball (Paint for noticeboard)	31.30
Transfer	Unity (Quarterly Service Charge)	18.00
DD	Google Cloud	73.60

**Receipts: September/October**

Details	£
Ashford Borough Council (Second half of Precept)	16,527.00
VAT Refund	3197.21

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## **Balances as at 10 October 2022**

**Unity Trust Account: £84,422.44**

### **94/22-2 To agree to purchase some boxes for the food bank**

It was noted that the PCC no longer require any financial assistance with the food bank.

### **94/22-3 To agree to purchase a copy of the new edition of Local Council Administration**

**Resolved: To purchase of a copy of the new edition of Local Council Administration at a cost of £141.80.**

### **/22-4 To note the completion of the limited assurance review for the year ending 31 March 2022**

Members were pleased to note that the External Auditor has completed the review of Sections 1 and 2 of the Annual Governance & Accountability Return (AGAR) and have concluded that the information is in accordance with Proper Practices and that no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

### **/22-5 Notice of Conclusion of Audit**

The Clerk has arranged for the Notice of Conclusion of the Audit to be displayed on the website and noticeboard along with the relevant sections of the AGAR.

### **/22-6 Proposal to remain 'opted in' to the central procurement regime managed by SAAA**

**Resolved: To remain 'opted in' to the central procurement regime managed by SAAA.**

### **94/22-7 To review and adopt a revised Complaints Policy and Equality & Diversity Policy**

**Resolved: To adopt a Complaints Policy and Equality & Diversity Policy prepared and circulated by the Clerk.**

## **95/22 Reports**

**95/22-1 Ward member:** Ward Member Alan Pickering reminded Members that not that long ago High Halden was the 17<sup>th</sup> poorest village in the County and the local facilities such as the pub and shop were failing. The Parish Council at the time agreed to the proposed developments for High Halden in the Local Plan accepting that growth was needed to regenerate the village. The Parish Council has since welcomed an initiative for a whole development for affordable homes at Ransley Field. However, Ward Member Alan Pickering stated that he agrees with the Parish Council that High Halden has been developed enough and that he would support the Parish Council if there were to oppose any further proposals for more housing.

### **95/22-2 Highways:**

Members noted that the works to remove the traffic islands on the A28 will commence on the night of Monday 17 October 2022 and is expected to take 5 consecutive nights to complete. The planned resurfacing works is programmed to start on the 27 October 2022 and should take 15 week day nights to complete ending on the 17 November 2022. Members noted correspondence from concerned residents about the dangers of walking along the footpath on the A28 given the volume of traffic and the fact that lorries travel too close to the pavement and at speed. Concerned residents have been advised and the Clerk has posted on Facebook that KCC have agreed to repeat the ATC surveys when the resurfacing works are complete to see if the removal of the traffic islands and new road markings have improved safety. Members agreed to not take delivery of a one tonne bag of salt from KCC this year.

### **95/22-3 Marketing/projects:**

The Clerk will prepare the copy for the next newsletter for Cllr. Dawes to format. It was agreed that that it would be beneficial to hand deliver copies of the newsletter to some areas in the village to increase readership. The Clerk will obtain quotes for printing sufficient newsletters to enable some to be delivered. It was suggested that the representatives in roads that organised Jubilee parties could be asked to deliver the newsletters in their area.

**95/22-4 KALC:** The Clerk has circulated the current edition of the KALC Parish News and the minutes of the meeting held on the 5 October 2022.

## **96/22 Information items:**

### **96/22-1 HHVEC Update**

As there has not been a meeting since Summer Fest which was held on the village green on Sunday 28 August 2022 Cllr. Sargent reported that the event had been a tremendous success and was very well attended. HHVEC plan to hold a similar event to celebrate the Coronation of Charles III expected to take place in June 2023. The bingo night planned to take place in the village hall on the 8 October 2022 was cancelled due to a lack of ticket sales.

### **96/22-2 Consultations:**

Police and Crime Commissioners Annual Policing Survey 2022 – noted.

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**97/22 Items for the next Parish Council meeting**

Proposal for a new salt bin for Church Hill.

Proposal to financially support the Church to provide  
333. a pop-up café for 11-14 year olds.

To discuss the distribution of the saplings.

**98/22 Date of the next meeting**

**The next Parish Council Meeting will be held on Monday 14 November 2022 at 7pm in the Memorial Hall**

The meeting closed at 8.45pm.

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