

**HIGH HALDEN PARISH COUNCIL**  
**Minutes of a meeting of the Parish Council**  
**held on 9 August 2021 at 7.00pm in the Memorial Hall**

**62/21 Present and Apologies**

**Present:** Cllr Sargent (Chairman for this meeting), Cllrs Ms. Dawes, Mrs Harris and Mrs. Pickering  
Mrs L Goldsmith (Clerk) and Cllr. Pickering (Ward Member)

**Apologies:** Cllrs. Mr. Robinson and Mrs Weaver

**63/21 Declarations of Interest**

None.

**64/21 Minutes of the meeting of 12 July 2021**

**Resolved:** That the Minutes of the Parish Council meeting held on the 12 July 2021 be approved and confirmed as a true record.

**65/21 Matters Arising**

**65/21-1 – Update on progress with a Speedwatch Scheme**

The Clerk reported that there are now two speedwatch teams and another resident has now completed the online training and will be joining one of the of the teams shortly. The Clerk will look to rotate the sites. The number of vehicles recorded as speeding continues to be high.

**65/21-2 – Update on progress with finding land for allotments in the village**

The Clerk reported that seven residents had expressed an interest in having an allotment following a post on Facebook. It was also noted that Tenterden have a waiting list for their allotments. Members were in agreement that the next step would be to find out if anyone on the village would be willing to rent or sell some land that would be suitable. The Clerk agreed to place a post on Facebook and the website asking landowners to come forward.

**66/21 Open Session**

There were no members of the public present but the Clerk shared correspondence from a member of the public with objections for planning proposal 21/00973/AS. The Clerk had also been contacted by a resident about the overgrown hedges near to The Chennells which has since been reported.

**67/21/1 PCSO's report** – The PCSO had sent a report the day after the last meeting but not sent a current update. The last report mentioned that 20 calls were made by residents in High Halden in June 2021 to Kent Police. Most were regarding vehicle/speeding incidents. PCSO Farnfield suggested that some Traffic Offence Reports have been issued to drivers in the village. The lack of reporting and attendance of PCSOs at Parish Council meetings has recently been discussed at a KALC meeting. CI Sparks advised that a 'Minimum Standard of Expectations' document has been drafted outlining the service that should be provided by PCSOs which includes monthly reports. It was suggested that Parish Councils should report any problems to CI Sparks. It was agreed that the Clerk should write to CI Sparks stating that regular reports are not being received. Ward Member Cllr. Pickering offered to write to the Police Commissioner to also raise the concern about the lack of communication from the PCSO.

**67/21/2 Community Warden report** – Kathy Carter has advised the Clerk that she has nothing to report for High Halden.

**68/21 To consider the RoSPA reports for the playgrounds at Jubilee Park and Hookstead**

Members considered the reports and comments from the Clerk which have been recently circulated. The bench at Hookstead needs to be replaced. At Jubilee Park there are many low risk items and quite a few of the medium risk ones are due to strimmer damage or general wood rotting. Cllr. Harris offered to obtain a quote for the repair works suggested to some of the play area surfaces and equipment. The Clerk will also approach the Life is not an X Box group to see if they could help with some of the repairs if the quotes are too high.

**69/21 To review the Standing Orders and agree a review of all policies**

The Clerk has circulated a revised copy of the Standing Orders and suggested a review of all policies. Most of the policies just need to be updated with the new contact information. The Clerk will amend and bring to a

future meeting for adoption.

**Resolved: To adopt the Standing Orders dated August 2021**

**70/21 Proposal to purchase a memorial bench in honour of Ian Murdoch for Jubilee Park** Members **resolved** that the Clerk should place an order for an Elwood bench from Glasdon in memory of Mr Ian Murdoch. The Clerk was asked to find out if the family would be willing to pay for the plaque. The Clerk has obtained the wording for the plaque from the family. At the family's request it was agreed that the bench could be installed at Jubilee Park and not Hookstead Green.

#### **71/21 Planning**

Cllr Mrs Pickering assumed the Chair as Planning Portfolio holder

#### **Planning applications**

**To discuss any planning applications received:**

#### **21/01350/AS – Land rear of Stephendale, Ashford Road, St Michaels**

Variation of condition 2 on permission 21/00508/AS. To alter the workshop by adding in a first floor with dormer windows and rooflights to accommodate a home office.

**Resolved: No comment**

#### **17/00538/CONB/AS – Site Office Precinct 13, Ashford Road, High Halden**

Discharge of condition 4 (materials), 5 (design), 8 (parking and turning area), 9 (wheel wash), 12 (temporary works compounds), 14 (details of walls and fences), 15 (sewage), 16 (drainage).

**Resolved: No comment**

#### **19/01025/CONA/AS – Orchard Cottage, Shawlands Lane, High Halden**

Discharge of conditions 3, 6, 7, 8, 9 & 10

**Resolved: No comment**

#### **21/00973/AS – Greenluck Farm, Harris Lane, High Halden**

Creation of access track.

**Resolved: to make the following comments:**

**The proposed 4m wide track crosses designated ancient woodland to reach open grassland field and the pig pens/livestock buildings.**

**Prior to this proposal a water pipe already excavated in 2018 and approved retrospectively could be utilized and adapted to reach the pens.**

**The report of the ABC Tree Preservation Officer is vital to avoid further potential damage to the ancient woodland from the new application, thus mitigating the impact.**

**Furthermore, the positioning of a caravan already in place in the open grassland field needs clarification from the Planning Officer to ensure whether appropriate and to its function.**

**We would like to comment once the clarification and reports have been provided, therefore we would be grateful for an extension to the end date for comments and discuss at our next meeting.**

#### **21/01398/AS – Elm Tree Grange, Ashford Road, High Halden**

Single storey rear extension, single storey infill extension. Alterations to fenestration at the first floor rear elevation. Erection of a front porch.

**Resolved: No comment**

**Planning applications received after the distribution of the agenda:**

#### **21/01429/AS Site office, Precinct 13, Ashford Road**

Variation of CON2 of permit 17/00538/AS

**Resolved: No comment**

#### **Approvals:**

#### **21/00726/CONA/AS – Broombourne Farm, High Halden**

Discharge of conditions 3(a) (joinery) and 3(b) (rooflights).

#### **20/01759/CONA/AS – Ireleth, Cripple Hill, High Halden**

Discharge of conditions 2 (materials) & 4 (enhanced biodiversity)

#### **18/00759/AMND/AS – Land to the south of Sicklefield House, St Michaels**

Non material amendment to planning permission 18/00759/AS to alter approved access from the A28 on to the site

**21/00953/AS – The Farmhouse, Little Hookstead Farm, Wrens Nest Lane, High Halden**

Change of use of land to residential and the erection of carport and garage, erection of entrance gates/pillars

**Refusal:**

**20/01668/AS – Hales Place, Woodchurch Road, High Halden**

Lawful Development Certificate – existing use of the building for commercial/business office use. Decision:

Not lawful

**Withdrawn:**

**19/01769/AS – Land East of Hope House, Ashford Road, High Halden**

Non-material amendment for alterations to the overall site layout, alterations to the footprint of plots 10, 14, 15 & 16 and introduction of house type variations – see below.

**Other Planning Matters:**

**19/01769/AS – Land East of Hope House, Ashford Road, High Halden**

Members noted that the new Planning Officer has responded to communication regarding the Parish Council’s disappointment to have not been consulted on the significant non-material changes to the 28 houses to advise that she would be assessing the application in due course to make a decision as to whether the proposed changes can be considered as non-material amendments. If not, the applicant would need to apply for a Section 73 application and that this process would require the need for statutory public consultation.

Members were pleased to note that this application has now been withdrawn.

**Local Validation Checklist:** The comments from ABC were noted.

CLlr Sargent resumed the Chair

**72/21 Financial Report**

**72/21-1 To agree payments in accordance with the Budget and note receipts**

**Resolved: That the following payments be made in accordance with the Budget and receipts noted:**

**Payments**

<b>Cheque/Transfer</b>	<b>Details</b>	<b>£</b>
Transfer	L Goldsmith (June Expenses)	116.67
Transfer	L Goldsmith (June Salary)	449.60
Transfer	HMRC (June L Goldsmith)	112.40
Transfer	Barrie Croucher (Caretaking Services – July)	43.60
Transfer	Mint Fresh (Bus Stop Cleaning) – July	40.25
Transfer	Everything Outside (Playground repairs)	1800.00
Transfer	Playsafety Ltd (RoSPA inspections)	164.40
Transfer	SLCC (1/3 Membership)	61.67
Transfer	Npower (Electricity for pavilion)	83.53
Transfer	David Ball (installation of benches expenses)	77.88

**Receipts: Interest payment only of £0.25**

**Balances as at 9 August 2021**

**Unity Trust Account: £38,896.07**

**Nat West Business Reserve Account: £30,128.27**

**72/21-2 To note the final Internal Auditor’s Report and Actions taken**

Members noted that the Clerk had responded to the Internal Auditor on a number of issues in the report and that the final report has now been received and circulated. Recommendations such as removing the word ‘committee’ from the agenda item for Finances as there is no committee and ensuring all the DPIs are up to date on the website have been addressed. The Clerk has also asked the Park Keeper and the Caretaker to confirm that they pay tax on their income received from the Parish Council. The Internal Auditor now understands the authorisation procedures in place for the online banking account and a recommendation to add another signatory has been done. It was proposed that the report of the Internal Auditor be received and noted.

**Resolved:**

**That the final report of the Internal Auditor be received and noted.**

### **73/21 Reports**

#### **73/21-1 Ward member**

Cllr. Pickering was pleased to report that the Stour Centre is now fully open. Residents will be invited to comment on plans for an ambitious development in Ashford which includes the former Odeon cinema. The scheme is a mixed-use development, aiming to deliver new cultural space and entertainment, and around 230 homes to complement the town's history and heritage. Residents who have not paid the annual subscription fee for their garden waste bin will be reminded via a sticker on their bin. At the end of August anyone who presents their garden waste bin for collection without a valid subscription will not have their bin emptied. The properties that are still presenting bins with an out-of-date subscription will be visited by a Street Scene Officer. ABC is considering a reorganisation of the Planning Department to include salaries and roles. ABC is pleased to report that Ashford has the highest number of electric vehicle charging points in the County. A working group has been established to consider the provision of more affordable houses in villages.

#### **73/21-2 Highways**

ABC has advised that they are unable to find a location in the village hall car park for the new waste/dog waste bin because of underground services. Members discussed and agreed an alternative location. Aspire has replaced the cracked manhole cover in Jubilee Park and have treated the weeds in the car park. The Clerk is waiting for feedback from KCC following the speed survey carried out at the school in July 2021. Members noted that there has been a delay in the repairs being completed to the bus shelter. The Life is not an X Box group has experienced problems with obtaining materials and volunteers being available to help. The Clerk has reported a number of overgrown hedges in roads in the village which are obstructing sightlines.

#### **73/21-3 Marketing/projects**

Cllr. Dawes has posted a request on Facebook for residents to sign up for an electronic copy of the newsletter.

#### **73/21-4 Finance:** Nothing to report

**73/21-5 KALC** – The minutes of the meeting held on the 7 July 2021 have been circulated. The AGM is due to be held virtually on the 13 November 2021.

### **74/21 Information item:**

#### **74/21-1 HHVEC update**

Members noted with disappointment the resignation of Mr Paul Buggins as Finance Officer and Member of HHVEC. Cllr. Robinson has thanked Mr Buggins for all his hard work supporting the Committee. Mr Buggins has kindly agreed to stay in the role until the end of August. The Committee aims to meet this month to discuss future events and to put in place arrangements for a replacement Finance Officer. A proposal to hold a welcome evening to new residents in the village is being considered.

#### **74/21-2 COVID-19 Group**

There was no update.

#### **74/21-3 Consultations**

KCC Budget 2022-2023 - noted

Bus Service Improvement Plan – the Clerk was asked to respond to the consultation and comment on the poor bus service in High Halden. The Clerk will also post information about the consultation on Facebook.

### **75/21 Any other Business**

Cllr. Sargent advised that an inauguration event that took place on the 29 July 2021 at the memorial bench for Mr Ian Woodcock at Jubilee Park was well attended and further thank you cards have been received from members of the family.

Cllr. Dawes offered to arrange for chippings from a tree being removed at her home this week to be delivered to the recreation ground to be used where needed.

The 'Messy Church' is holding an event on the 21 August 2021 at Jubilee Park

The Clerk has posted information on Facebook about the Kent Volunteering Awards

### **76/21 Items for the next Parish Council meeting**

Nothing additional

### **77/21 Date of next meeting**

**The next Parish Council Meeting will be held on Monday 13 September at 7pm in the Memorial Hall**

The meeting closed at 8.28pm