

**HIGH HALDEN PARISH COUNCIL**  
**Minutes of a meeting of the Parish Council**  
**held on the 14 March 2022 at 7.00pm in the Memorial Hall**

**181/21 Present and Apologies**

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

**In Attendance:** Mrs L Goldsmith (Clerk), 5 members of the public

**Apologies:**

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

**182/21 Declarations of Interest:**

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

**183/21 Minutes of the meeting of the 14 February 2022**

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

**184/21 Matters Arising**

**184/21-1 – Update on progress with finding land for allotments in the village**

The Clerk is waiting to receive an update from the Reverend whether the Diocese is now happy for the feasibility study to take place.

**185/21 Open Session**

The Clerk has received a request for the drains on the A28 to be cleared.

The Clerk has received a report of concerns about a breach of planning permission at Precinct 13, Ashford Road which has been reported to Enforcement.

A member of the public expressed their concern about an alleged breach of planning at The Stables, Redbrook Street, High Halden.

A member of the public expressed their deep concerns about their safety as a pedestrian walking on the pavement along the A28 and using the crossing. The speed of the traffic is of concern along with the width of the pavement. The member of public explained that the traffic islands are a further hazard driving lorries towards the pavement. The member of the public advised that walking with a child and pushchair is hazardous and described a number of 'near misses' on both the pavement and crossing.

Two members of the public also spoke in support of removing the traffic islands on the A28 and agreed that this could improve pedestrian access along the footpath.

A member of the public complained that overgrown hedging and vegetation on parts of the footpath along the A28 forces pedestrians to walk along the edge of the road.

It was suggested that the Parish Council approaches the school and KCC again about the feasibility of engaging a crossing guard at the pedestrian crossing during school pick up and collection times.

**186/21/1 PCSO's report**

Members noted that the PCSO will no longer be providing a newsletter.

**186/21/2 Community Warden report:**

Katherine Carter, Community Warden has attended to a few complaints from residents in Tilden Close to do with drainage issues and has started going back into the school to listen to the children read.

**187/21 The Queen's Green Canopy Project – to discuss distribution of the saplings**

The Clerk has taken delivery of the 420 free saplings from Woodland Trust and has delivered these to Cllr. Wheeler who has kindly offered to look after the saplings. Cllr. Wheeler explained that there is a mixture of types including Hawthorn, Dogwood, Rowan and Cherry. It was agreed that Cllr. Wheeler will advise the Clerk of two dates to be publicised for residents to come and collect the saplings from either the village hall car park or the village green. The Clerk will also contact the school to see if they would like some saplings. Aspire on behalf of ABC is offering one Quercus robur bare root sapling to be planted for the Platinum Jubilee. It was agreed that the Clerk should request one of these saplings from ABC.

**188/21 Proposal from KCC to remove the traffic islands on the A28 and to receive an update on the proposed resurfacing of the A28 due to take place this year**

It was noted that the Clerk and Cllrs. Drury, Harris, Pickering and Sargent met virtually with Kelly Garrett and Darren Anderson from KCC to discuss the traffic islands on the A28. KCC is considering replacing the islands west of Church Hill with white hatching down the centre of the road to effectively narrow the carriageway running lanes. KCC has advised that narrowing the feel of the road and available lane width via hatching is a traffic calming measure widely used and usually encourages slower speeds. The traffic islands are causing operational issues as large vehicles are struggling to pass without striking them causing damage, a safety concern and an ongoing maintenance liability. With the road hopefully being resurfaced in the next financial year it seems an opportune time to address this ongoing matter. KCC has reminded the Parish Council that the resurfacing of the A28 and the possible removal of the traffic islands is still subject to funding approval for the new financial year and nothing is a given at this stage. The alternative option is that the islands remain but will not be repaired. KCC suggested that a proposal to widen the footpath along the A28 and install a portable speed indication device could be considered in the future as part of the Highways Improvement Plan process. However, a Section 38 Notice may be served which may prevent any further works to the A28 for a number of years. Members expressed their disappointment that a decision about the removal of the traffic islands had to be made so quickly.

**Resolved: To agree to the removal of the traffic islands west of Church Hill but retaining the recently installed island subject to an agreement on installing hatching in the centre of the road. The Clerk to find out if the Parish Council could pay for the hatching to be red in the centre, (rather than white), with a white outline and for speed repeater signs on the tarmac. Carried 5 in favour, 1 against.**

**189/21 - Proposal to make a donation to replace the community greenhouse damaged beyond repair by Storm Eunice**

Funds are being raised to replace the community greenhouse and polytunnel which were unfortunately damaged beyond repair during the recent storms.

**Resolved: To make a donation of £1,000.00.**

**190/21 - To discuss the Boundary Commission for consultation on proposed changes to Ashford parliamentary constituency**

The Boundary Commission for England (BCE) is inviting comments during its second public consultation on constituency boundaries, which is open until 4 April 2022. The Boundary Commission's proposed changes for Ashford would see the existing parliamentary constituency of Ashford replaced with three new constituencies: 1) Ashford to include 24 of Ashford's 39 wards plus wards from Folkestone & Hythe 2) Weald of Kent – including 12 of Ashford's wards; 3) Faversham & Mid Kent – including the Ashford wards of Charing, Downs North and Downs West The proposed new Ashford constituency would have an electorate of 73,546; Faversham and Mid Kent 76,432; and Weald of Kent 70,362. Members noted the proposals.

*7:47pm 3 members of the public left the meeting*

**191/21 - Proposal to support the following motion: "This Council supports the petition launched by ADSO and LLG on 5 January with regard to remote and hybrid meetings. We agree to write to the Secretary of State for Levelling Up, Housing and Communities calling on the Government to change the law to allow councils the flexibility to hold such meetings when they deem appropriate within agreed rules and procedures."**

Members discuss the advantages and disadvantages of virtual and hybrid meetings.

**Resolved: To support the above motion.**

**192/21 - Great British Clean 2022**

Back for its seventh year, the 2022 Great British Spring Clean takes place 25 March – 10 April. The aim is for people to collect a bag of litter in the area that they live. Safety of people working on roads, including volunteers is paramount. KCC will not endorse, support or insure volunteer activities taking place on roads of 40 mph or above. However, KCC's standard does not prevent residents wishing to litter pick (or other

associated activities) in these areas, but they must be aware that their actions are undertaken at their own risk. Members agreed to publicise the campaign on the website and Facebook and for residents to get in touch with the Clerk if they need any litter picking equipment.

**193/21 - Proposal to agree to Ashford Borough Council carrying out a Local Housing Needs survey in High Halden**

Ashford Borough Council wants to know what the need is for affordable housing in the area and has agreed to increase the number of surveys carried out so that a clearer picture emerges of the real need for affordable housing in the rural parts of the borough. The aim of a local needs survey is to provide an independent and evidence-based picture of the scale of housing need in a village or parish. The rural housing enabler for Kent, Action with Communities in Rural Kent, undertakes these surveys and the detailed information gleaned from these surveys is used to ensure new homes built contribute towards meeting the needs of existing local residents. The Clerk has advised ABC that the Parish Council would like to meet with Officers to discuss the process and is waiting for a date for a meeting to be set.

**194/21 – To discuss the format of the Annual Parish Meeting 11 April 2022**

It was agreed that the Clerk should invite the main village organisations to the Annual Parish Meeting to present a verbal and written report on the activities held during the year. The Clerk will advertise the APM on the website and Facebook. A Parish Council meeting will be held immediately after the APM with a reduced agenda.

**195/21 Planning**

Cllr. Mrs Pickering assumed the Chair to discuss the planning proposals

**Planning applications**

**To discuss any planning applications received:**

**22/00291/AS – Beulah Cottages, Harris Lane, High Halden**

Single storey rear extension.

**Resolved: No comment**

**18/00262/CONF/AS – Land between Ransley Oast and Greenside, Ashford Road, High Halden**

Discharge conditions 5 (Fence/Arboricultural), 7 (Biodiversity/Suds), 12 (Landscaping/Trees), 13 (Ecological Management Plan), 14 (Biodiversity), 17 (Broadband), 20 (Highway Safety), 21 (Bicycle Storage), 22 (Parking and Car Electrical Charging points), 23 (Street Lighting Plan), 25 (Public Right Of Way), 26 (Noise), 30 (Level Of Dwellings for Surface Water Run Off), 31(Meter boxes Instillation).

**Resolved: No comment.**

**22/00303/AS – Coach House, Hookstead, High Halden**

One and a half storey side extension with associated fenestration.

**Recommend: No comment.**

**22/00294/AS – 8 Hookstead, High Halden**

Proposed single storey extension.

**Recommend: No comment.**

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

Proposed dwelling and detached garage.

**Resolved: We object to the size of the proposed dwelling and feel it is overdevelopment of the site and not in keeping with the street scene and have concerns about the access.**

**21/02085/AS – Little Bedgebury Farm, High Halden**

New single storey garden room with roof lantern to replace previously approved scheme.

**Resolved: No comment.**

**21/01454/AS – Duxbury, Church Hill, High Halden**

Replacement ground and upper floor windows on front elevation.

**Resolved: No comment and leave the decision to the Conservation Officer.**

**22/00086/AS – Outbuilding at Durrants Court, Ashford Road, High Halden**

Proposed single dwelling with garden, associated parking, landscape and biodiversity enhancements including demolition of two existing outbuildings, one with deemed consent as a single dwelling approved under application 20/01326/AS.

**Resolved: No comment.**

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

**22/00340/AS – Mill Place, Ashford Road, High Halden**

Conversion of existing garage and single storey rear extension to provide annexe accommodation.

**Resolved: No Comment.**

**Approvals:**

**22/00133/AS – Land North of Green Lane, Betherden**

Prior notification for the erection of an open sided pole barn for storage of hay.

**22/00044/TP – Badgers Oak, Redbrook Street, High Halden**

T13 Oak to fell (no consultation took place)

**21/02064/AS – Durrant Green House, Ashford Road, High Halden**

Erection of an infill extension and alterations to the elevations

**21/02132/AS – Office Building, west of Hales Place, Woodchurch Road, High Halden**

Retrospective change of use of existing building to B1 (a) – office (other than A2)

**21/01725/AS – Belvedere Lodge, St Michaels, Tenterden**

Conversion of existing stable building to holiday let use

**17/00952/CONC/AS – Land East of Hope House, High Halden**

Discharge of conditions 11 (foul water disposal) & 12 (SUDS) 07/02/2022 – checked and cleared by Karen Fossett. OP sign off for the purposes of exercising delegated authority only (report) and rec not checked as per Simon Cole's instruction.

**21/00002/CONA/AS – Moat Barn, Oak Grove Lane, St Michaels**

Discharge of conditions 3 (Construction Management Plan), 4 (bicycle storage facilities) & 6 (bound surface)

**Refusal:**

**21/02031/AS – Herwish, Martens Lane, High Halden**

Prior Notification for the change of use of two agricultural barns and land within their curtilage to 2 no. smaller dwelling houses and associated operational development. Noted Appeal Date has been issued today

**Other Planning Matters:**

**21/00927/AS – Land between Bourne House and Summerhill Cottages, Ashford Road:** An update is awaited. The Clerk was asked to request an update.

**CO/21/00292 – The Stables, Redbrook Street** – An enforcement officer has visited the site following reports that unauthorised building works are taking place. An update is awaited.

**CO/21/00232 – Land East of Hope House – alleged removal of vegetation on the boundary:** Members noted the ongoing issue with the developer and owner of Hope House regarding the removal of significant undergrowth on the boundary of the site. The owner has requested a close boarded fence which is something the Parish Council suggested in earlier correspondence.

**CO/22/00056 – Land East of Hope House – alleged breach of condition 9 of 17/00952/AS - site operative parking and storage of materials:** This case been assessed as a 'Priority 3' and ABC endeavour to provide an update within 25 days, in accordance with the Council's enforcement policy.

**CO/22/00059 – Site Office, Precinct 13, Ashford Road – regarding allegation not built in accordance with agreed plans 21/01429/AS – additional rooms in roof space.** This case been assessed as a 'Priority 3' and ABC endeavour to provide an update within 25 days, in accordance with the Council's enforcement policy

**Mill Place – stationing of a static caravan.** Enforcement has advised that a mobile home may be sited within the curtilage of a property and may even be lived in providing the use is ancillary to the main dwelling house. It was noted that a planning application has now been submitted

*Cllr. Sargent resumed the Chair*

**196/21 Financial Report**

**196/21-1 To agree payments in accordance with the Budget and note receipts**

**Resolved: That the following payments be made online by Cllrs. Harris and Dawes in accordance with the Budget and receipts.**

## Payments

Cheque/Transfer	Details	£
Transfer	L Goldsmith (February Expenses)	68.57
Transfer	L Goldsmith (February and backdated Salary)	549.40
Transfer	HMRC (February) L Goldsmith)	137.40
Transfer	Mint Fresh (Bus stop cleaning)	47.88
Transfer	Barrie Croucher (Caretaking services)	43.60
Transfer	Barrie Croucher (LED lights for pavilion)	72.00
Transfer	RBLI (Queen's Canopy Plaque)	154.99
Transfer	High Halden CEP School	1000.00
DD	Google Cloud	73.60

**Receipts:** None

### **Balances as at 14 March 2022**

**Unity Trust Account: £62,487.15**

#### **196/21-2 - NALC Salary Scales – to agree backdated payment for the Clerk**

It was noted that the National Joint Council for Local Government Services has agreed the new rates of pay applicable from 1 April 2021. A backdated payment of £100.00 was agreed for the Clerk.

#### **196/21-3 Clerk's Appraisal**

It was noted that Cllrs. Sargent and Robinson met virtually with the Clerk on the 7 March 2022.

A salary scale of SCP25 was agreed for the Clerk following a positive appraisal.

#### **196/21-4 - To agree to partially fund the Clerk studying the Certificate in Local Council Administration Certificate**

It was noted that the Clerk would like to register and study the Certificate in Local Council Administration (CiCLA). Candidates are expected to complete the training within one year. It is estimated to take 200 hours to complete the coursework which the Clerk will do in her own time. The Clerk would like to attend 6 webinars organised by the Society of Local Council Clerks during the year to support Clerks studying the CiCLA. The registration fee for the CiCLA is £410.00, VAT is not payable. The 6 webinars cost £300.00 plus VAT. Members were in agreement that the Clerk should study the CiCLA. It was noted that the Clerk will be attending the introductory webinar tomorrow.

**Resolved: To pay half of the cost of the 6 webinars at £300.00 plus VAT.**

#### **196/21-5 Annual Review of the Asset Register Resolved:**

**To adopt the Asset Register dated March 2022**

#### **197/21 Reports**

**197/21-1 Ward member:** No report.

#### **197/21/-2 Highways**

The Clerk has approached KCC to improve the accessibility of the footpath near to the BT Box on the village green and has been advised that this is the responsibility of the Parish Council. The Clerk is in the process of obtaining quotes for a ramp to include options of retaining or removing the steps. The Clerk will ask KCC again to ensure that the vegetation and hedges along the A28 are cut back to improve access for pedestrian.

**197/21-3 Marketing/projects:** Nothing to report.

#### **197/21-4 KALC**

The minutes of the meeting held on the 3 March 2022 have been circulated. Members noted the response from ABC regarding the data management of the planning applications portal which confirms that there is no legal requirement to retain comments from consultees on the website. Members noted that ABC can provide comments from consultees on previous applications on request if required.

**198/21 Information item:**

**198/21-1 HHVEC update**

The working party is meeting regularly to progress ideas for celebrating the Queen's Platinum Jubilee. There will be a beacon lighting event on Thursday 2 June 2022 and a family event in the afternoon of Saturday 4 June 2022. Details are being placed on Facebook. Members agreed that the Parish Council could fund the purchase of a commemorative coin to be distributed to children. The Clerk to share the artwork and exact numbers and cost.

**198/21-2 Consultations:**

Consultations: Greater Ashford Borough – Environment & Land Mapping Commission's Consultation - Noted.

**199/21 Any other Business:**

Cllr. Harris to discuss a replacement noticeboard at The Chennells with a local carpenter.

The Clerk to ask KCC again to replace the railings at The Chennells.

The Clerk and Cllr. Pickering attended a virtual training session today on planning and enforcement with presentations from Officers at ABC. The Clerk will circulate the presentation slides which contain lots of useful information. It was also noted that ABC is transitioning to a new cloud-based planning system which will have a new 'consultee' module specifically for Clerks and Councillors. A presentation was also given on the raised nitrogen and phosphorus levels and the deteriorating quality of the water at Stodmarsh and the impact of this on future development proposals in the Stour Catchment.

**200/21 Items for the next Parish Council meeting**

Stodmarsh, – to discuss the hold on planning permissions for development in the Stour Catchment area and the effect this may have on the current Local Plan and the possible implications for High Halden.

**201/21 Date of the next meeting**

**The Annual Parish Council Meeting will be held on Monday 11 April 2022 at 7pm in the Memorial Hall followed by a Parish Council Meeting with a reduced agenda.**

The meeting closed at 8.38pm.