

HIGH HALDEN PARISH COUNCIL
Minutes of a meeting of the Parish Council
held on the 13 September 2021 at 7.00pm in the Memorial Hall

78/21 Present and Apologies

Present: Cllr Robinson (Chairman), Cllrs Ms. Dawes, Mrs. Harris, Mr. Sargent and Mrs. Wheeler
Mrs L Goldsmith (Clerk), PCSO Kyle Farnfield, PCSO Ann Martins and 3 members of public

Apologies: Cllr. Mrs Pickering and Cllr. Pickering (Ward Member).

79/21 Declarations of Interest None.

80/21 Minutes of the meeting of the 9 August 2021

Resolved: That the Minutes of the Parish Council meeting held on the 9 August 2021 be approved and confirmed as a true record.

81/21 Matters Arising

81/21-1 – Update on progress with a Speedwatch Scheme

The Clerk reported that the speedwatch volunteers have been out on a regular basis and have been rotating the sites. Another volunteer has come forward to be trained. Members are very pleased to see that residents are supporting the scheme.

81/21-2 – Update on progress with finding land for allotments in the village

The Clerk has placed a post on Facebook and the website asking landowners to come forward with land that the Parish Council could rent or purchase. The Clerk has also approached the Church to see if there is any possibility that the orchard could be used for allotments.

82/21 Open Session

- 1) A member of the public contacted the Clerk and asked for assistance in obtaining a replacement postbox which has been missing in Martens Lane for 9 months. The Clerk has reported to Royal Mail.
- 2) A member of the public has contacted the Clerk to report that the four-way village sign and post has been pushed back into the hedge in Redbrook Lane. The Clerk has reported this to KCC and also directly to the Highways Steward.
- 3) A member of the public has advised that the Parish Council should be aware of the number of HGV movements on Church Hill going past the school. The speed survey recently carried out has fortunately provided data on lorry movements.
- 4) The Clerk has received a request for double yellow lines in Greenside as a result of the number of cars parked in the road. There is a concern that emergency vehicles will not be able to get down the road. The Clerk will put this forward to ABC.
- 5) Aspire has advised the Clerk to reassure a member of the public that the fertiliser used each year to treat the football pitches is pet friendly.
- 6) A member of the public commented on the poor bus service explaining that one bus every 2 hours is not enough to encourage people to use the service.
- 7) A member of the public spoke against the application 21/00973/AS, Greenluck Farm, Harris Lane
- 8) A member of the public asked if the Parish Council could report that the footpath to the side of the school is impassable.
- 9) The Clerk has received a letter from a local resident who has raised concerns about water on the A28 coming from the vicinity of Cripple Hill and asked if the Parish Council could investigate.
- 10] Cllr. Sargent read out correspondence received from a resident objecting to the removal of some of the conditions for planning proposals 17/00952/CONA/AS – Land East of Hope House and 21/01572/AS – Land East of Hope House.

83/21/1 PCSO's report

PCSO Kyle Farnfield attended the meeting and advised Members that over the last couple of months there has been a couple of shed break-ins reported and that he has been to visit the residents affected and given some advice. He has also received a few complaints about inconsiderate parking. PCSO Kyle Farnfield advised Members that he was aware that the Parish Council operates a speedwatch scheme as he hand delivers the warning letters. PCSO Kyle Farnfield gave more information on Hawkeye and how it has assisted in reducing anti-social behaviour and agreed to request that the van is brought up to High Halden. PCSO Kyle Farnfield agreed to put the Clerk in touch with a colleague who can advise on CCTV suppliers in the area.

7.29pm PCSO Kyle Farnfield and PCSO Ann Martins left the meeting.

83/21/2 Community Warden report

Kathy Carter has advised the Clerk that she has nothing to report for High Halden. Kathy Carter has offered to hand deliver notices to properties where the hedges and vegetation are blocking footpaths and the public highway which will advise the owners to get them cut.

84/21 To consider the RoSPA reports for the playgrounds at Jubilee Park and Hookstead
Members **resolved** to accept a quote from Caloo for approximately £1,000.00, (subject to materials), for a technician to attend both play areas and carry out some remedial works to the surfaces and equipment.

85/21 To discuss recent graffiti incidents and the sports pavilion and to consider installing CCTV
Members discussed their disappointment that there had been another incident of graffiti at the sports pavilion. The caretaker has been trying to remove the paintwork with the help of Mr. Twycross. Members considered some information and estimates of installing CCTV at the sports pavilion and agreed that the cost is quite prohibitive in relation to the number of incidents. It was suggested and agreed that the Clerk should discuss preventative measures including CCTV with Kent Police and report back.

86/21 S106 Contributions and enhancement of leisure facilities at Jubilee Park

The Clerk has been in contact with the Developer Contributions Officer at ABC to try and ascertain the sums of section 106 contributions due to the Parish Council and when the monies will be received. The Officer has confirmed the amount of contributions due for specific projects from the development between Ransley Oast and Greenside. This includes £11,094.00 towards the provision of allotments and a further £2,838.00 towards their maintenance and £68,327.00 towards an outdoor MUGA with a further £14,018.00 for maintenance. All of the payments are not due until the site is 75% occupied which is anticipated to be August 2022. Members expressed their frustration with trying to progress these projects given the uncertainty of when the funding will be available. Section 106 contributions are also expected towards improving the drainage on the football fields from the development at Foxhills. ABC has advised that they are still in negotiations with the developer over the payments due and that the developer has requested a later payment date due to Covid. The Clerk was asked to continue to liaise with the Development Contributions Officer to try and get some clarity on the payments due and timescales. A quote of £65,000.00 (excluding VAT) obtained by Cllr. Harris for installing a MUGA has reassured Members that the S106 contributions will be sufficient for this initiative. Members remain keen to improve the leisure facilities at Jubilee Park.

87/21 Planning

Cllr. Sargent assumed the Chair

Planning applications

To discuss any planning applications received:

21/01488/AS– Little Bedgebury Farm, High Halden

New side porch and alteration of external steps; window & door alterations (revision to planning permission 21/00388/AS).

Resolved: No comment

21/01489/AS– Little Bedgebury Farm, High Halden

Alterations to stair hall layout and landing including new door openings. New side porch to kitchen and alteration of external steps. New stair from kitchen to first floor and alterations to bedroom 3 & 4 layouts. Alteration to bed 1 layout (revision to listed building consent 21/00389/AS).

Resolved: No comment

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

Discharge condition 2 (joinery/eaves details).

Resolved: No comment

17/00952/CONA/AS – Land East of Hope House, Ashford Road, High Halden

Discharge conditions 9 (construction & transport management plan), 17 (boundary treatment), 18 (landscape management), 19 (ecological mitigation & enhancement strategy), 27 (high speed fibre optic broadband)

Resolved: No comment on conditions 9, 18, 19 and 27. Regarding condition 9 (boundary treatment)

Members support the comments made by a neighbouring property that the existing wire fencing should be replaced with a closed boarded fence to provide more security and privacy.

21/01572/AS – Land East of Hope House, Ashford Road, High Halden

Variation of condition 6 on planning permission 19/01769/AS to vary approved plans to change site layout, footprint of house types and introduction of garages and additional parking; substitution of approved Design & Access Statement for new statement which supports the proposed changes.

Resolved: We object to the introduction of garages. Ashford's Residential Parking and Design Guidance SPD section 8.4 states that there is good evidence that residents will not use garages for parking purposes and also recognises that we have an undeveloped public transport system. The additional parking takes the form of tandem bays and yet Ashford's Residential Parking and Design Guidance SPD section 8.5 suggests that the relative inconvenience of tandem parking can contribute to inappropriate parking and it is recommended that side by side spaces work best. We would therefore like assurances that the parking requirements of the estate will still be met if the proposed changes are deemed acceptable.

21/01530/AS – Stowbury, Ashford Road, High Halden

Two storey side extension, entrance porch, alterations to fenestration; additions and alterations to existing dormers.

Resolved: No comment

21/01531/AS – Stowbury, Ashford Road, High Halden

Replace existing garage with new garage and store and office on first floor.

Resolved: No comment

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

Approvals:

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

Discharge of conditions 3 (materials), 6 (bicycle parking), 7 (details of walls and fencing), 8 (suds condition), 9 (disposal of sewage) & 10 (enhancement scheme for biodiversity)

21/01258/AS – Little Bedgebury Farm, High Halden

Subterranean link building between barn and house

21/00953/AS – Little Hookstead Oast, Little Hookstead Farm, Wrens Nest Lane, High Halden

Discharge of condition 3 (boundary treatments)

Refusal: None to consider.

Withdrawn:

21/01064/AS – Coombewood Fishery, Redbrook Street, High Halden

Erection of a Baliffs Fishing Lodge with workshop and office space in association with the Fishery

Other Planning Matters:

17/00538/AS – Precinct 13 Ashford Road, High Halden - As agreed between meetings the Clerk has asked for the Planning Officer to visit the site to assess the parking situation and accessibility of the road for the four houses already built. The Clerk has also asked for the Planning Officer to establish the ownership of the area outside Larasset which is being used for parking.

CO/21/00196 – Meadow View, Ashford Road, High Halden - Members noted that an enforcement case has been opened to investigate why the hedge bordering the road has been removed. It was a condition of the planning permission that the hedge remained.

21/00973/AS – Greenluck Farm, Harris Lane, High Halden - It was **resolved to** submit the following further response to this proposal.

Further to the comments submitted on the 9 August 2021 we wish to make it known that we have grave concerns regarding the proposed track. Residents living nearby have since sent their strong objections to you as well.

Any further concessions would add to the destruction of this designated land and the clear commitment of the NPPF and The Ashford Local Plan to safeguard such land.

The NPPF 2019 on page 51 on Habitats and biodiversity under para 175c states:

"Development resulting in the loss or deterioration of irreplaceable habitats (such as ancient woodland and ancient or veteran trees) should be refused, unless there are wholly exceptional reasons (Special Area of Conservation or Ramsar site) and a suitable compensation strategy exists".

Cutting and dumping is already taking place on this designated land contravening the 2018 agreement. We can see no evidence of any animals but plenty of unsuitable rubble and neglect.

The Ashford Local Plan, adopted February 2019, also enforces the safeguarding of such land.

The Natural and Built Environmental Policy ENV1 Biodiversity states, page 268: Proposals should safeguard features of nature conservation interest and should include measures to retain, conserve and enhance habitats including BAP (Priority) habitats, and networks of ecological interest, including ancient woodland, water features, ditches, dykes and hedgerows as corridors and stepping stones for wildlife. Policy ENV5 Protecting Important Rural Features:

"All development in the rural areas of the Borough shall protect, and, where possible, enhance the following features:

a) Ancient woodland and semi-natural woodland,...."

These two important documents clearly state that ancient woodland should be protected.

The applicant for Greenluck Farm ignores these guidelines and appears to have little understanding of being in possession of a designated area with special needs.

The biodiversity would not be enhanced with keeping pigs as by their nature they would further damage the wood flora and insect habitat. Furthermore, the existing and planned pens are in any case too close to residential properties under current regulations.

The planned track would also introduce more hardcore/cement further eroding and damaging the designated land.

We express our strongest objections to allowing the building of such a track.

The owners should be forced to remove all dumped materials, cars etc. from the land within a given time and should put the land back to an appropriate condition for fauna and flora to recover.

The ancient woodland is the only access to the open grassland field at the rear and we consider this unsuitable for such a purpose.

21/00927/AS – Land between Bourne House and Summerhill Cottages, Ashford Road, High Halden – It was noted that the proposal is to be decided by Committee. Cllrs. Robinson and Sargent would both like to attend this meeting.

Cllr. Robinson resumed the Chair

88/21 Financial Report

88/21-1 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:

Cheque/Transfer	Details	£
Transfer	L Goldsmith (August Expenses)	124.32
Transfer	L Goldsmith (August Salary)	461.60
Transfer	HMRC (August L Goldsmith)	115.20
Transfer	Marcus Digby (Park Keeper Services – August 2020 – June 2021)	392.04
Transfer	High Halden Village Hall (Hire for meetings)	140.00
Transfer	PKF Littlejohn LLP (External Audit)	240.00
Transfer	Npower (Electricity for pavilion)	86.48
Transfer	David Twycross (reimbursement maintenance costs)	35.96
Transfer	Mint Fresh (Bus stop cleaning)	40.25

Balances as at 13 September 2021

Unity Trust Account: £35,946.07

Nat West Business Reserve Account: £30,128.27

88/21-2 To consider a request for a donation towards the work of Victim Support

Members considered a request for a payment from Victim Support and **resolved** to not make a donation.

88/21-3 To note the AGAR Section 3 External Auditor Report and Notice of Conclusion of Audit

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. 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.

88/21-4 Clerk's Salary to note NALC Pay Award Grade SCP23

Cllrs. Robinson and Sargent met with the Clerk for an appraisal. It was noted that the Clerk will now take advantage of the pay increase in the NALC Pay Award April 2020 and is on level SCP 23.

89/21 Reports

89/21-1 Ward member There was no report.

89/21-2 Highways

The Clerk has received and circulated the results of the speed survey carried out at the school in July 2021 and is disappointingly still waiting for feedback from KCC Highways. The Clerk will discuss the possibility of installing yellow lines in Greenside with ABC and has reported the missing postbox in Martens Lane to Royal Mail. The Clerk has also asked for the four-way sign village sign and post in Redbrook Lane to be reinstated.

The Clerk will ask KCC Highways to investigate the regular occurrence of water on the A28 believed to be coming from the vicinity of Cripple Hill.

89/21-3 Marketing/projects Nothing to report

89/21-4 KALC

The minutes of the meeting held on the 1 September 2021 have been circulated. The Clerk reported on the Local Council Forum hosted by ABC that afternoon. The Queen's Canopy Tree Planting Initiative to plant 135,000 trees, one for person in the borough, was discussed and ABC will be contacting all Parish Councils to ask for their help in reaching this target. There were presentations on the draft Carbon Neutral Action Plan and the next household waste management contract which set out how what ABC will be doing to achieve the targets set for both.

90/21 Information item:

90/21-1 HHVEC update

- a) Review membership and Terms of Reference – Members reviewed the membership on the Terms of Reference document and suggested some amendments. It was agreed that no other amendments to the Terms of Reference were needed.
- b) Appointment of Finance Officer and review Bank Mandate – It was noted that Louise Goldsmith has taken over as the Finance Officer and will review the Bank Mandate and make any changes necessary. Some of the funds in the account were ringfenced for Covid and an agreement is needed that they can now be used for village events. The Parish Council made a donation and it was agreed that this could now be used for events. The Clerk will ask Ward Member Cllr. Pickering if he is happy for his donation to now be used for events.
- c) Chairing of meetings – It has been agreed that Cllr. Sargent will be the Acting Chairman for committee meetings and that there is currently no Vice Chairman. It has been agreed that projects/ events will be led by different committee members and not the Chairman so that the workload is spread evenly.
- d) Update from meeting held on the 26 August 2021 – The minutes of the meeting held on the 26 August 2021 have been circulated. A number of events are planned in the run up to Christmas. A further meeting is to be held on the 30 September 2021.
- e) Queen's Platinum Jubilee Celebrations - A sub-committee is to be formed to include a representative from the Church and the pub to ensure that the village celebrations are co-ordinated. The Beacon will be lit on the 2 June 2021 and the committee will look to hold a village event. A group of residents are planning to fill the village with knitted and crocheted flowers. A cascade of flowers down the church tower has also been suggested.

90/21-2 COVID-19 Group

Cllr. Robinson advised that the group are still planning to prepare a document on their experiences during the pandemic to include helpful tips on what worked.

90/21-3 Consultations

KCC Consultation Household Waste Recycling Centres Booking System

Ashford Draft Corporate Plan Consultation

91/21 Any other Business

The Clerk will circulate some information to Members regarding the technical difficulties of setting up 'gov.uk' email addresses and why it is necessary to remain with Gmail.

Cllr. Dawes advised that the gate to the playground in Jubilee Park is constantly open – the Clerk will report to Aspire.

The Clerk was asked to inspect the hedge to the rear of the sports pavilion to see if it would benefit from further planting.

The Clerk advised Members that PCSO Kyle Farnfield has resigned and will be leaving Kent Police next week. Members asked the Clerk to pass on their best wishes and thanks.

92/21 Items for the next Parish Council meeting

Proposal to make a donation towards the maintenance of the churchyard.

93/21 Date of the next meeting

The next Parish Council Meeting will be held on Monday 11 October 2021 at 7pm in the Memorial Hall

The meeting closed at 8.21pm