

A Meeting of the Parish Council was held at The Memorial Hall, The Street, Frittenden on Tuesday 6th May 2025 at 7.30pm.

Present were: Cllr G Lawrence
Cllr A Staples
Cllr L Gosbee
Cllr J Tuke
Cllr M Viviers

In attendance: Mrs E Nightingale (Clerk) & 1 member of the public

PUBLIC FORUM:

The member of the public had attended to introduce themselves, having recently moved into the Village, and to answer any questions the Council might have on a planning application that would be considered by the Council under agenda item 16.

The Council had no specific questions but thanked the member of the public for their attendance and welcomed them to the Village.

1. APOLOGIES FOR ABSENCE

Cllr R Vernon, Cllr S Murray, Cllr Warne (Borough), Cllr Fairweather (Borough) & Cllr Russell (County)

2. DECLARATIONS OF INTEREST (in accordance with the Members Code of Conduct Part 2)

None

3. BOROUGH COUNCILLOR UPDATE

Prior to the meeting, Cllr Fairweather had provided a brief update to be read out by Cllr Lawrence.

A Motion was proposed at full council last week that the Liberal Democrat led council and cabinet update councillors at all full council meetings in relation to progress towards adopting the new Local Plan, as it affects all of the Borough and councillors often have no updates to give to parishes. The Liberal Democrat group voted against that motion for reasons which are unknown, but the motion was passed due to couple of abstentions and one rebel. Hopefully this means that Cllrs Fairweather and Warne will have more to update the Council with moving forward.

Cllr Fairweather has met with the Chair of the Knoxbridge Residents Committee and TWBC planning officers in relation to the continuing planning breaches on the site behind the Knoxbridge Pub.

4. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING HELD ON THE 1ST APRIL 2025

It was proposed by Cllr Gosbee, seconded by Cllr Staples, and **RESOLVED** that the Minutes from the Council meeting on 1st April 2025 are a true and accurate record of that meeting.

That being so, the Chairman will sign the said Minutes.

5. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETINGS

Sand Lane verges

Canham Homes are yet to reply on this issue and Cllr Lawrence will therefore follow up.

6. UPDATING FINANCIAL REGULATIONS

In advance of the meeting the Clerk had circulated updated Financial Regulations which were drafted in accordance with NALC model regulations (as updated in March 2025). Having reviewed the same, it was proposed by Cllr Tuke, seconded by Cllr Viviers, and **RESOLVED** by all members present that the Council would adopt those updated Financial Regulations.

7. PARISH RESILIENCE PLAN

Cllr Lawrence reported that the Kent Resilience Team had given a presentation at the last KALC Chairs meeting and he felt that residents would benefit from a Parish Resilience Plan being put in place. That document essentially assessed the risks which affected the Parish (e.g. flooding) and set out a plan for what to do should there be a major incident. By way of examples, the plan could provide details of key holders for buildings that could be used as evacuation points or shelters were an incident to prevent residents from staying in their homes, list contact details for trained first aiders, utilities emergency response teams etc.

It was agreed that Cllr Lawrence would circulate the presentation papers and that this matter would be revisited at the Council Meeting to be held on 1st July 2025.

8. RESTRICTIONS ON OFF LEAD DOGS ON PARISH FIELD

Cllr Lawrence noted that representations had been received from a resident which had been circulated to all Council members in advance of the meeting.

Cllr Gosbee expressed concern that some irresponsible owners allowed dogs to be off lead on the Parish Field when they were unable to control them or monitor where they were fouling in order to clean up after them. The field also appeared to be used by professional dog walkers who brought multiple dogs onto the Field at a time. Cllr Gosbee questioned whether it was possible to keep such dogs under control. He noted that even the friendliest of dogs could be frightening to children if they ran towards them uncontrolled. The whole of the Parish Field was a facility for use by children and families and not just the fenced area around the playground.

Cllr Viviers noted that responsible dog owners who were able to control their dogs off lead should not be penalised because the Parish Field was the only safe space in the Village where those dogs could be exercised off lead. It was not possible to do so when walking the fields due to the presence of livestock.

Cllr Staples commented that the rights of children needed to be put before the rights of dogs.

The Clerk explained that the Parish Council had the power to make Dog Control Orders which set out how a space could be used by dogs (e.g. restricting to on-lead dogs only or excluding them from certain spaces) and breach of a Dog Control Order was punishable by fines. Allowing a dog to foul the Parish Field and/or not cleaning up after them was already punishable by fines because TWBC had made a Borough wide order in that regard.

Cllr Lawrence suggested that, in the first instance, the Council put in place a Dog Owners Charter setting out on signage some basic rules to be observed by dog owners using the Parish Field. Cllr

Gosbee will work with the Clerk to put together a draft for consideration at the next Council meeting.

9. USE OF PARISH FIELD FOR LARCHMERE SUMMER FETE

It was proposed by Cllr Staples, seconded by Cllr Gosbee, and **RESOLVED** by all members present that Larchmere be permitted to use the corner of the Parish Field adjacent to its premises for its Summer Fete.

10. GOV.UK DOMAIN & EMAIL ADDRESSES

Cllr Tuke reported that Hugo Fox, who host the Council's website, were able to provide a .gov.uk domain and up to 5 .gov.uk email addresses for £9.99 + VAT a month. It was agreed that, in the first instance, it would be helpful to have a .gov.uk email address for the Clerk and Chair at the very least. It was therefore proposed by Cllr Lawrence, seconded by Cllr Viviers, and **RESOLVED** by all members present that the website be migrated by Hugo Fox to a .gov.uk domain and that new email accounts be provided at a cost of £9.99 + VAT per month.

11. DAMAGED BENCH

The Clerk reported that she had been in correspondence with the driver's insurers and they had agreed in principle to cover the cost of a new bench, subject to quotes being provided and approved. The Clerk was in the process of gathering quotes and would be submitting them to the insurer as soon as possible.

Cllr Lawrence confirmed that arrangements could be made for the bench to be installed and it was not therefore necessary for this to be done by the supplier or a professional contractor

12. HIGHWAY IMPROVEMENT PLAN & WORKING GROUP

Cllr Lawrence reported that the Group had its first meeting on 30th April 2025. Cllr Lawrence was pleased to report that every Parish in the borough would be receiving £25,000 from TWBC to be applied towards highway improvements and this meant that options that were previously unavailable to the Parish Council due to a lack of funds might now be on the table. Options discussed included getting the whole of the Village designated a 20-mph zone, getting Canham Homes to contribute to making the road narrowing caused by the new footpath incorporated into a proper traffic calming scheme, getting the school involved in an education programme with a police safety officer talking to the children / parents about road safety, considerate parking etc. and looking at options to increase the availability of parking in the Village. Cllr Lawrence noted that the aim was to set out a suite of small changes which would collectively make a difference.

Members of the Working Group had been tasked with canvassing views on the options available and considering how those options might be prioritised in advance of the next meeting, which would take place at the end of May.

13. SPEEDWATCH

Cllr Staples reported that there had been 10 sessions since the last Council meeting. 5 of those sessions had taken place in April, during which 25 offenders had been recorded out of 160 vehicles. That translated into a 15.6% offending rate and 4 letters had been sent out by the Police. The 5 sessions held in May gave rise to 16 out of 191 vehicles being recorded exceeding 34 mph, being an offending rate of 8.4%. 2 of the offenders had received letters from the Police. The maximum speed recorded was 45 mph.

Cllr Staples noted that there appeared to be fewer cars speeding as they came from Cranbrook Road on to The Street, presumably as a result of the road being narrowed outside the new development. However, they had still recorded a driver going 42 mph.

14. PLAYGROUND INSPECTIONS / EQUIPMENT

Cllr Gosbee reported that there were no maintenance issues with the play equipment.

He had requested that the Clerk order a new box of dog poo bags and this had been done.

15. ROAD REPORT

Cllr Gosbee reported that some repairs had finally been carried out to the road surface on the Ashford side of Biddenden Road (between Buckhurst Bridge and the Hareplane Road junction).

Park Wood Lane had been closed due to a large amount of fly tipping, but this had now been cleared.

16. PLANNING

New Applications

25/00748/FULL	Poundlands Farm, Biddenden Road, Frittenden Open oak canopy to southern elevation Proposed by Cllr Gosbee, Seconded by Cllr Viviers RESOLVED TO RECOMMEND APPROVAL
25/00787/FULL	Glebe House, The Street, Frittenden Garage link extension; whole house exterior window and door replacement Proposed by Cllr Tuke, Seconded by Cllr Staples RESOLVED TO RECOMMEND APPROVAL
25/00898/FULL	Shenlands Barn, Ayleswade Lane, Biddenden Proposed erection of hay store & machinery store with associated yard, driveway, landscaping with biodiversity enhancements Proposed by Cllr Staples, Seconded by Cllr Tuke RESOLVED TO RECOMMEND REFUSAL on the grounds that the proposed development: 1. amounts to an unacceptable overdevelopment of the site which would result in loss of the open aspect of the site and surrounding neighbourhood. 2. would have an adverse impact and effect on the character of the neighbourhood as open countryside. 3. is overbearing and out of scale in the context of the character of the open countryside setting.
25/00784/FULL	Barn East of 2 Kenward Cottages, Bubhurst Lane, Frittenden Proposed conversion and extension of building and proposed access to form single dwelling, demolition of existing building and landscape/biodiversity enhancements Proposed by Cllr Gosbee, Seconded by Cllr Staples RESOLVED TO RECOMMEND APPROVAL

Outcome of Previous applications

25/00529/FULL	South View Lodge, Cranbrook Road, Frittenden Front and rear elevation formers PERMISSION GRANTED
25/00371/FULL	Park Cottage, Cranbrook Road, Frittenden Single storey rear extension PERMISSION GRANTED

Planning appeals

- None

17. GENERAL CORRESPONDENCE

- None

18. FINANCE

- It was proposed by Cllr Staples, seconded by Cllr Viviers, and **RESOLVED** by all members present to pay the accounts/ as follows:

FRITTENDEN PAYMENTS – May 2025					
Cheque Number	GROSS	VAT	NET	SUPPLIER	DETAILS
BACS	£15.00	Nil	£15.00	Frittenden Memorial Hall	Hall Hire (1 x session)
BACS	£50.40	£8.40	£42.00	FCC Waste Management Ltd	Litterbin Collection (April)
BACS	£300.00	£50.00	£250.00	Groundscare & General Services Ltd	Grass cutting – Parish Field (Grounds Maintenance – April)
BACS	£1,194.97	Nil	£1,194.97	AJGIBL GBP CLIENT NST A/C	Insurance Premium 2025/26
BACS	£65.10	Nil	£65.10	Mrs E Nightingale	Clerk's Expenses - May
BACS	£227.75	Nil	£227.75	Mrs E Nightingale	Clerk's Salary – May
BACS	£56.80	Nil	£56.80	HMRC	PAYE
DD	£47.00	Nil	£47.00	Information Commissioner's Office	Data Protection Fee
DD	£11.99	£2.00	£9.99	Hugo Fox	Website Hosting fee
DD	tbc	tbc	tbc	Npower	Streetlighting Energy – April
Total	£1,969.01	£60.40	£1,908.61		

ANY OTHER BUSINESS:

Refurbishment of the telephone box was raised. Cllr Viviers confirmed that this would be done in the Summer.

Cllr Lawrence reported that he had spoken with the owner of the caravan outside Broadlake Cottages and had been assured that this would be gone shortly.

Cllr Viviers asked whether the Council might consider organising a Village Fete on the Parish Field given the success of similar events put on over the last few years to celebrate national events. It was agreed that this be considered for the summer of 2026.

There being no further business, the meeting was closed at 8:20pm.

Chairman's Signature: _____

Date: _____