

A Parish Council Planning Meeting was held at Frittenden Memorial Hall, Frittenden on Wednesday 4<sup>th</sup> January 2017 at 7.30pm.

Present were: Mr A Staples (Chairman)  
Mr L Gosbee (Vice Chairman)  
Mrs H Cullingworth  
Mr J Tuke  
Mr R Vernon

In attendance: Mrs D Jenkins (Clerk)

**PUBLIC FORUM:**

There were no members of the public present.

**1. APOLOGIES FOR ABSENCE**

Apologies had been received from Cllrs Ballantyne and Croucher.

**2. DECLARATIONS OF INTEREST** (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

**3. PLANNING**

Appeal Notifications:

15/503884 **Land at Pullen Farm, Staplehurst Road** – Use of the land to provide a solar farm and its enclosure by fencing; with the erection of solar panels, along with the provision of associated transformers, switch gear housing and a substation – Notification of Appeal (application refused by MBC)

Councillors NOTED the appeal and agreed to add no further comment.

15/505149 **Land at Pullen Farm, Staplehurst Road** – Provision of a temporary construction access and compound (within the administrative boundary of TWBC) to facilitate construction of a solar farm (within the administrative boundary of MBC) – Notification of Appeal (application refused by TWBC)

Councillors NOTED the appeal and agreed to add no further comment.

Applications:

16/07634 **Weald Business Park, Dig Dog Lane** – Change of use of Units 5 to 8 to a fence manufacturing business

It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and agreed unanimously to recommend APPROVAL subject to the following conditions: the operating times should remain as existing; noise levels emitted should take into account the proximity of local residents; a restriction in lorry movements to one per day as specified in the application; the applicant to reinstate the historic hedging and trees adjacent to units 5 to 8

16/07702 **Shenlands Farm, Ayleswade Lane, Headcorn** – Amendments to approved Prior Notification applications 14/506611 and 15/505254 (Change of use of an agricultural building to one dwellinghouse (Class C3)) – Changes to the external materials and finishes, lowering of ground level directly around building, addition of an external cupboard to house a boiler for heating and hot water system, addition of a flue at roof level to serve a wood burner and increase of residential curtilage

It was proposed by Cllr Vernon, seconded by Cllr Gosbee and agreed unanimously to recommend APPROVAL

16/07705      **Knoxbridge Farm, Knoxbridge** – Demolition of three existing colony system poultry houses and replacement with three new barn system poultry houses

It was proposed by Cllr Vernon, seconded by Cllr Tuke and agreed unanimously to recommend APPROVAL

16/07706      **Broadlake, Mill Lane** – New Dwelling

It was proposed by Cllr Vernon, seconded by Cllr Gosbee and agreed unanimously to recommend REFUSAL for the following reasons: the application is for a new build in the open countryside; it is not considered sustainable development; it is outside of the village envelope; Councillors rebut the statement made by the applicant that ‘the proposed dwelling, in direct replacement for the existing barn, comprises a proposal for a replacement dwelling’

16/07763      **2 Gordon Cottages, Knoxbridge** – two-storey side extension, replacement conservatory and new double garage

It was proposed by Cllr Vernon, seconded by Cllr Tuke and agreed unanimously to recommend APPROVAL

Decisions:

16/07144      **Ayleswade Hopper Hut, Ayleswade Lane** – Prior Notification for the change of use of a building and land within its curtilage from an agricultural use to a use falling within Class 3 (Dwellinghouse) and building operations reasonably necessary to convert the building

APPROVED

The Chairman closed the meeting at 8.17pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 17<sup>th</sup> January 2017 at 7.30pm.

Present were: Mr A Staples (Chairman)  
Mrs K Ballantyne  
Mrs J Croucher  
Mrs H Cullingworth  
Mr R Vernon

In attendance: Mrs D Jenkins (Clerk) County Cllr Sean Holden, Borough Cllr James Hannam and three members of the public.

**PUBLIC FORUM:**

No members of the public requested to speak.

Before the start of the meeting the Chairman spoke a few words of thanks to the Clerk who leaves her position on 31<sup>st</sup> January 2017 before presenting her with a gift.

**1. APOLOGIES FOR ABSENCE**

Apologies had been received from Cllrs Gosbee and Tuke.

**2. DECLARATIONS OF INTEREST** (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

**3. BOROUGH & COUNTY COUNCILLOR UPDATE**

Cllr Hannam reported that TWBC would discontinue to send planning notification letters to neighbours from 1<sup>st</sup> April 2017. He requested that Cllr Staples raise the issue of there being no consultation with parishes before making this decision, at the next Parish Chairman's Meeting. Cllr Staples agreed that he would. Cllr Hannam stated that TWBC Councillors allowances had been frozen for a further year.

Cllr Holden reported that KCC would be increasing the Social Care tax by 2% rather than the maximum 3% that the Government had allowed. The general tax increase would remain at 1.99%.

The A229 speed limit reduction measures between Willesley Pound and Knoxbridge were still to be implemented.

Cllr Holden had requested that the Joint Transportation Board conduct a survey on the effect of lorries on Kent households. Cllr Holden would pursue this request following a change in the Chairman of the JTB. Cllr Holden was pleased to see that the zig zag lines outside of the Primary School had been repainted. Cllr Cullingworth thanked him for his help with this.

Cllrs Hannam and Holden left the meeting at this point.

**4. TO APPROVE THE MINUTES OF THE PREVIOUS MEETINGS**

It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and agreed to approve the minutes of the December meeting and January planning meeting.

**5. MATTERS ARISING FROM THOSE MINUTES**

Speed Watch:

Cllr Croucher reported that volunteers should advise her once they have completed their on-line training. There are currently six trained Speed Watch volunteers with others awaiting equipment training and others yet to complete the on-line training. Experience had highlighted that three volunteers were required to man a Speed Watch check.

Mill Lane Parking:

Cllr Vernon had received an unhelpful response from KCC. Councillors agreed that this issue needed to be progressed further. The Chairman suggested that Cllr Vernon request the assistance of Cllr Holden with this matter. Cllr Vernon agreed to contact Cllr Holden.

Cllr Cullingworth had asked the Primary School to write to all parents regarding parking outside of the premises. Since the start of term a new system had been introduced allowing children to be dropped at the school from an earlier time. This had resulted in less parking congestion in the area outside of the school. Cllr Ballantyne reported that Ms Costello had not been keen on the idea of a walking bus due to staff limitations. The Clerk advised that parents led the walking bus in other villages. Cllrs Ballantyne and Cullingworth offered to draft a questionnaire to gauge the interest of parents. The Chairman requested that the involvement and the permission of Ms Costello was obtained before progressing further.

Village Sign:

Cllr Croucher had not yet sought costs for a metal bracket. It was proposed by Cllr Cullingworth, seconded by Cllr Vernon and RESOLVED that Cllr Croucher ask Mr Adrian Bone if he could make a holding bracket.

Parish Field Parking Area:

There was nothing further to report at this time. The Chairman agreed to investigate a new and extended surface together with an idea of the costs involved before the next meeting.

Grounds Maintenance Contract:

The Chairman confirmed that EDF had not cut the trees growing around the electricity pole following their initial survey. He would contact EDF about this matter.

Parish Laptop Replacement:

The Clerk reported that resolving the issues surrounding the receipt of emails on the new laptop was ongoing.

Verge Maintenance:

Kent Highways had issued the Parish Council with a map of the verges they cut and how often. The Chairman stated that before deciding whether to take on the maintenance of verges neighbouring parishes should be contacted to see if they would wish to be involved in a joint scheme.

Planning:

The Clerk had emailed BT with regard to adopting the phone box and had received a reply advising her that the consultation period would end on 6<sup>th</sup> January 2017 and that they would be in contact after this time.

Correspondence: Play Area Inspection Report:

The Clerk had spoken to the manufacturer and obtained a quote from Proludic for a new bearing and brake on the Gyrospiral. It was agreed that a quote for the work should also be obtained. The Clerk is to contact Maria Cook with regard to a contractor to carry out the repairs.

**6. AFFORDABLE HOUSING – Tessa O’Sullivan (ACRK) & Sarah Lewis (TWBC)**

The Chairman reported that due to Tessa O’Sullivan feeling unwell today the presentation at tonight’s meeting had been postponed. Tessa and Sarah had both offered to attend either the next Parish Council meeting or to meet with a few Councillors before then to discuss the results of the survey and the way forward. Councillors agreed that they would prefer Tessa and Sarah to attend the February Council meeting. The Clerk would invite them to the meeting on 21<sup>st</sup> February 2017.

**7. ROAD SAFETY**

**(i) School Crossing Safety**

Cllr Cullingworth had investigated various slogans to put on signs to slow motorists down. These could be attached to the Gateway Sign posts. It was agreed that something short and to the point was needed. Cllr Cullingworth would obtain a quote from Iden Signs. It was noted that in Sussex some Lollipop Attendants were wearing cameras that ran constantly whilst they were working.

(ii) Position of Speed Restriction Sign

Following an accident on Headcorn Road outside of Bell View it was agreed to ask Kent Highways if the 30mph speed limit sign could be moved further out of the village to beyond Cherry Tree Cottage. Cllr Vernon would liaise with Highways Steward Emma Pavitt.

## 8. GROUNDS MAINTENANCE CONTRACTS

The Clerk had received three quotes which were opened at the meeting. It was proposed by Cllr Cullingworth, seconded by Cllr Croucher and RESOLVED to award the following contracts:

**CONTRACT 1** - to mow the Parish Field grass (a maximum of 16 cuts per annum March to November, weather permitting) to include mowing the new play area, and strimming around equipment as necessary, under trees and surrounding areas including field edges; to mow/cut the grass mounds within the Parish Field (a maximum of 8 cuts per annum March to November, weather permitting) to Kent Grassland Services @ £1200.00

**CONTRACT 2** - to mow the grass and cut the hedge at the War Memorial (a maximum of 16 cuts per annum March to November, weather permitting) to Mr L Gosbee @ £100.00

**CONTRACT 3** - to cut the Paddock hedges, including hedge on road boundary and hedge between Paddock and Frittenden House. (a maximum of 2 cuts per annum) to Kent Grassland Services @ £155.00

**CONTRACT 4** – to cut the outer side of hedge between the Parish Field & Laundry Lane, by hand, and to remove all cuttings. (1 cut per annum) to Kent Grassland Services @ £100.00

**CONTRACT 5** – to cut all internal vertical faces and tops of hedges within the Parish Field, and to remove all cuttings. (1 cut per annum) to Kent Grassland Services @ £110.00

The Chairman noted that the road side of the Paddock hedge required to be cut back further as it was encroaching onto the carriageway. The Clerk would notify the contractor.

## 9. APPOINTMENT OF NEW CLERK

The Chairman reported that along with Cllr Vernon he had interviewed two candidates for the position of Clerk. The recommendation to the Council was to engage the services of Michelle Rumble who is a qualified Clerk and works for two other Parish Councils. It was proposed by Cllr Staples, seconded by Cllr Cullingworth and RESOLVED to employ Michelle Rumble as the Clerk to Frittenden Parish Council.

The Chairman informed Councillors that due to an issue with the current Parish Council email address this would be changed in the medium term but would remain as it is in the short term. Cllr Tuke would deal with this matter. The Chairman reported that Cllr Tuke had suggested that he wipe the old laptop clean and that this could be given to the outgoing Clerk as it was no longer required by the Council. This was agreed.

## 10. ROAD REPORT

The Chairman read out a report prepared by Cllr Gosbee: Headcorn Road would be closed for up to two days for pothole and road edge repairs; a pothole close to Corner Farm, Biddenden Road had been filled; Kent Highways have promised to investigate surface water on the road near Buckhurst Bridge; the issue of surface water on Headcorn Road adjacent to Bell View had still not been resolved; a blocked culvert on Cranbrook Road is due to be cleared soon; Highways Steward Emma Pavitt had confirmed that signs to warn motorists of the school crossing could be attached to the Gateway Signs.

Cllr Vernon reported that the National Speed Limit sign on Sand Lane had been damaged. The Clerk would report this to Kent Highways on-line.

## 11. PLANNING

### Applications:

16/07865 **Knoxbridge Farm, Knoxbridge** – Provision of new access to Knoxbridge Farm from A229 including landscaping, crossing over stream and barrier

It was proposed by Cllr Vernon, seconded by Cllr Ballantyne and agreed by 4 votes with 1 abstention to recommend APPROVAL.

16/07634 **Weald Business Park, Dig Dog Lane** – Change of use of Units 5 to 8 to a fence manufacturing business

Since the planning meeting on 4<sup>th</sup> January 2017, when it was agreed to recommend approval, the Chairman had been contacted by a neighbour who had informed him that there were currently no time restrictions imposed on the units. It was proposed by Cllr Cullingworth, seconded by Cllr Croucher and agreed unanimously to add an additional comment to impose the hours of use from Monday to Friday from 7.30am to 6.00pm and a Saturday from 7.30am to 1.00pm with no work to take place on a Sunday or a Bank Holiday.

### Decisions:

16/06635 **Pullen Farm House, Staplehurst Road** – Retrospective – Existing garden shed and replacement stable to original footprint

GRANTED

### Correspondence:

There was none.

## 12. CORRESPONDENCE

### KALC:

An invitation from KFRS to attend a Fire Hydrant Initiative Review meeting – The Clerk would send all Councillors a copy of the Frittenden Fire Hydrant map and an inspection of all hydrants in the village would take place. Mr Howard Lilley offered to undertake the inspection.

### TWBC:

Notice of the great British Spring Clean on March 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> – Councillors wished to organise a Village Clean Up Day on 18<sup>th</sup> March 2017 and did not wish to partake in the British Spring Clean. Cllr Croucher would speak to TWBC with regard to the use of their equipment. Cllr Croucher would also liaise with Mr & Mrs Jauncey and Sean & Rosie Croucher.

### TWBC:

An update of the Civic Amenity Vehicle Service which showed a big reduction in the amount of refuse collected. Cllr Croucher reported that the CAV had visited the village two weeks in a row around the time of the fire at North Farm.

### The Counselling Centre:

A donation request – Councillors agreed not to make a donation at this time

## 13. FINANCE

It was proposed by Cllr Croucher, seconded by Cllr Cullingworth and agreed unanimously to pay the accounts as follows:

Incl. VAT

Excl. VAT

Stationery Express	£8.27	£6.90
Kent Grassland Services (grounds maintenance)	£147.00	£122.50
Biffa Environmental Municipal (refuse collection)	£83.20	£69.34
Cartridge Save	£41.11	£34.26
Mr A Staples (container key)	7.80	£6.50
Frittenden Memorial Hall (hall hire)	£30.00	N/A
D A Jenkins (Clerk's Salary & Expenses)	£330.05	N/A
E-on DD (street light energy)	£23.80	£22.67

There being no further business the Chairman closed the meeting.

awaiting adoption

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 21<sup>st</sup> February 2017 at 7.30pm.

Present were: Mr A Staples (Chairman)  
Mrs J Croucher  
Mrs H Cullingworth  
Mr R Vernon  
Mr L Gosbee  
Mr J Tuke

In attendance: Mrs M Rumble (Clerk), Borough Cllr James Hannam

**PUBLIC FORUM:**

No members of the public requested to speak.

Before the start of the meeting the Chairman welcomed Mrs Michelle Rumble as the newly-appointed Clerk.

**1. APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr Ballantyne

**2. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)**

There were no declarations.

**3. BOROUGH & COUNTY COUNCILLOR UPDATE**

Cllr Hannam reported that TWBC would be passing the Budget for the next Financial year on 22<sup>nd</sup> February. He also spoke on the development of the Theatre and Civic Centre and has asked for confirmation from TWBC that the cost of this project would not be passed onto ratepayers of this Parish. Cllr Hannam said that as yet he has had no confirmation of this. Cllr Hannam stated that TWBC were also looking at bringing in a charge for the removal of Garden waste. Cllr Hannam will continue to oppose this.

Item 6 was moved forward

**4. AFFORDABLE HOUSING – Tessa O’Sullivan (ACRK) & Sarah Lewis (TWBC)**

The Chairman introduced Tessa O’Sullivan from ACRK and Sarah Lewis from TWBC who was here to speak to the Parish Council about Affordable Housing within the village and the outcome of the survey and the best way forward. Tessa O’Sullivan stated that the survey had been sent to all households 351 in all, of that 121 surveys were returned which was 34% response rate. All households were asked to complete section 1, only those with a housing need were asked to complete section 2. This was the need for affordable housing and for older people who want to downsize/move to more suitable housing for their needs. Sarah stated that she looked at properties for sale in the village at the time the report was written and this was a 2-bed cottage at £330,000. A 15% deposit of £49,500 and an income of £80,143 would be required to afford this property. They also looked at the Housing need, Affordable Housing – General needs and Housing for older households.

Sarah Lewis, who is from TWBC Housing department and maintains the housing needs register for TWBC, wishes to promote affordable housing and will work alongside the developers to get small projects off the ground. Recent projects she has worked on are at Iden Green and Brenchely, both these were small developments for local residents of those areas and were very well received. Sarah stated that she can guarantee that local schemes which are built are truly for local people and have to kept in perpetuity through a S106 agreement which is tied to the land and secures a planning obligation agreement.

Cllr Vernon asked if the housing association would be on board from the beginning of the development bearing in mind no site had yet been found in the village. There were originally several sites put forward but these and possible others would have to be viewed again and the landowners of these sites would have to be approached.

Cllr Staples suggested that they define the process and update the potential search for sites with ACRK, possibly a group of councillors could work with Tessa from ACRK on this, there would need to input

from the planners at some point to discuss the sites and whether or not planning could be sought on these sites. Once any sites have been put forward they would then need to write to the landowners of these sites to see if they would be willing to sell their site. At this point the housing association would become involved and continue with any planning permission required. If there were no sites available, then this would not be able to continue. Cllr Staples asked which councillors would like work with Tessa on this and all councillors expressed an interest. Tessa will contact the Clerk with some dates possibly a Wednesday or Friday.

**5. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

It was proposed by Cllr Cullingworth, seconded by Cllr Vernon and agreed to approve the minutes of the January meeting.

**6. MATTERS ARISING FROM THOSE MINUTES**

Speed Watch:

Cllr Croucher reported that volunteers had come across problems registering on-line for this but that they will continue to try, Cllr Staples asked if numbers of people speeding could be routinely reported to the Parish Council meetings.

Mill Lane Parking:

Cllr Vernon had spoken with Cllr Holden on this matter to gauge his feelings, unfortunately it was not the response he was hoping for. Cllr Vernon stated that there had been white lines in this area but had faded, he asked Councillors if they felt it would be worth asking KCC to reinstate all the white lines near Mill Lane. Councillors could see no reason why this was not worth pursuing and Cllr Vernon will now contact KCC on this matter

Village Sign:

Cllr Croucher had had spoken with Adrian Bone on this and was asked by the councillors to obtain a quote for this.

Parish Field Parking Area:

There was nothing further to report at this time.

Grounds Maintenance Contract:

The Clerk clarified that the previous Clerk had dealt with this before leaving.

Verge Maintenance:

Cllr Staples stated that the trees around the electricity cables had still not been cut, Cllr Staples will chase this.

Planning:

The Clerk had received the contract from BT for the adoption of the telephone box along with a request for £1 to do this. Cllr Staples felt that the contract should be read through first before signing. The Clerk will try and see if an electronic copy was available so that all members could read the contract.

School Crossing Safety

Cllr Gosbee and Cllr Cullingworth both spoke on this, it was discussed at the last meeting that it was felt the wording should be "Slow! Children crossing" and that possibly the sign could be placed on the gateways as you enter the village. Cllr Gosbee will contact Iden Signs for a quote on this.

Position of Speed Restriction Sign

Cllr Vernon had contacted Kent Highways to ask if the 30mph speed limit sign could be moved further out of the village to beyond Cherry Tree Cottage. Kent Highways would not be interested in doing this.

#### Fire Hydrant Review

Cllr Croucher states that Howard Lilley was prepared to check all the Hydrants in the Parish and to make sure that they are all visible and free from any vegetation. Cllr Croucher will speak with Howard on this.

#### Village Clean Up

Cllr Croucher states that a date of the 18<sup>th</sup> March had been agreed and was awaiting the booking forms. They might also need an extra person to drive the vehicle on the day. Cllr Croucher informed members that all volunteers must first sign in on the day at the Bell and Jorrocks Public House and can do this from 9.45am when they will be allocated equipment. There will be lunch at the Bell and Jorrocks which will be available at a reduced rate for all volunteers.

The Scouts have also offered to help clean the playing field the previous week so the Parish Council would like to thank them for this.

### **7. HIGHWAY CODE, SPEEDING & PARKING – SCHOOL PROJECT**

Cllr Vernon has spoken with Rosie Croucher on this and the suggestion was perhaps this could be a project for the school where a poster could possibly be designed by the school and at the same time raising awareness of speeding through the village. Cllr Cullingworth has offered to speak with the school on this. Perhaps there could be the possibility of a prize and the winning poster could be placed in the Parish magazine.

### **8. Idenden Charity “Appointment of Trustee”**

Cllr Staples had received a letter from the Idenden Trust asking for a representative from the Parish Council to sit on their committee. The trust have nominated Cllr Cullingworth and she has accepted. It was RESOLVED by all members to agree this nomination. The Clerk will inform the Trust.

### **9. Play equipment Repairs**

The Clerk had spoken to the manufacturer and obtained a quote from Proludic for a new bearing and brake on the Gyrospiral. The Clerk had received three quotes to carry out the repairs and they were as followed

Proludic - £250.00

Barge - £255.00

Ard - £210.00

The Councillors were concerned that if they used any company other than Proludic to fit the part would the warranty become invalid. The Clerk would go back to Proludic and check this with them and also ask if there was a discount for using them to supply and fit the part.

### **10. Rural Kent Coffee & Information Project**

Cllr Staples stated that he had received correspondence on this, they are offering to come along to rural areas and offer coffee and information to local parishioners. Cllr Staples felt that this is something that could be combined with the coffee morning.

### **11. Weekend Refuse Truck (CAV)**

This service is due for review, there could also possibly be a charge for the fortnightly removal of garden waste but as yet no definite decision on this has been made. Cllr Staples stated that the Parish Council should maintain what they have now and should certainly not be charged for the emptying of garden waste. Cllr Staples will speak on this item at the next Chairman’s meeting. If any councillor has any particular points to raise on this matter, then let him know before the next meeting. Cllr Staples has also requested statistics from TWBC on fly tipping statistics for a 3-year basis.

### **12. ROAD REPORT**

Cllr Gosbee read out his report. The leak on Bell View Lane had been repaired. There was a blocked culvert near Park Farm which was under investigation. The pot hole in Biddenden Road outside Long Meadows will be repaired soon. Sand Lane is closed from Brissenden Farm to Dig Dog Lane for drainage repairs, but the pot holes will not be repaired until at least April. The Gateways signs could really do with being filled in and painted. Emma Pavitt the Highways officer has now left and has been replaced by Paul Catt, as yet Cllr Gosbee does not have any contact details for Paul Catt.

**13. PLANNING**Applications:

- 17/00353 *East Barn, Appleton Farm, Green Lane  
Frittenden, Cranbrook, TN17 2EG*  
Prior Notification for the Change of use  
Of a building and land within its curtilage from an Agricultural use to a  
Use falling within Class C3 (Dwelling house) and building operations  
Reasonably necessary to convert the building
- 17/00354 *West Barn, Appleton Farm, Green Lane,  
Frittenden, Cranbrook. TN17 2EG*  
Prior Notification for the change of use of a building and lane within  
Its curtilage from an Agricultural use to a use falling within Class C3 (Dwellinghouse)  
and building operations necessary to convert the building

Cllr Staples suggested that the Parish Council put in a statement regarding both of these applications expressing reservations about access and impact on utilities. This was proposed by Cllr Staples, seconded by Cllr Croucher VOTE FOR 5 ABSTENTION 1 Cllr Vernon will prepare this and inform the Clerk

Decisions:

- 16/07634 *Weald Business Park, Dig Dog Lane, Frittenden*  
GRANTED
- 16/07516 *Redundant Agricultural building, Ayleswade Lane,  
Biddenden.*  
GRANTED
- 16/07763 *2 Gordon Cottages, Knoxbridge, Frittenden*  
GRANTED

Correspondence:

There was none.

**14 CORRESPONDENCE**

The Mayor of Tunbridge Wells will be visiting the monthly CAMEO coffee morning which is held at the Memorial Hall on Tuesday the 11<sup>th</sup> April.

**15 FINANCE**

It was proposed by Cllr Croucher, seconded by Cllr Cullingworth and agreed unanimously to pay the accounts as follows:

	<u>Incl. VAT</u>	<u>Excl. VAT</u>
Kent Grassland Services (grounds maintenance)	£147.00	£122.50
Biffa Environmental Municipal (refuse collection)	£41.60	£34.66
Frittenden Memorial Hall (hall hire)	£15.00	N/A
D A Jenkins (Clerk's Salary & Expenses)	£272.99	N/A
M M Rumble (Clerk's Salary & Expenses)	£303.53	N/A
KALC	£72.00	£60.00

E-on DD (street light energy)	£23.80	£22.67
BT Phone box	£1.00	N/A

**Bank Mandate**

The Clerk presented a Bank Mandate to the Parish Council which needed to be updated, the previous Clerk Deborah Jenkins needed to be removed and the new Clerk Michelle Rumble to be added as a signatory. The correspondence address also needed to be updated. RESOLVED by all members to complete the form.

There being no further business the Chairman closed the meeting at 9.45 pm.

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 21<sup>st</sup> March 2017 at 7.30pm.

Present were: Mr A Staples (Chairman)  
Mrs J Croucher  
Mrs H Cullingworth  
Mr R Vernon  
Mr L Gosbee  
Mr J Tuke

In attendance: Mrs M Rumble (Clerk), Borough Cllr James Hannam and six members of the public.

**PUBLIC FORUM:**

The meeting was then adjourned to hear from members of the public.

Three members of the public wished to speak on the Pullen Farm item on the agenda. The first resident stated that even though the development is not in the Frittenden Parish the access road is in Frittenden Parish, the original application was refused by Maidstone Borough Council but the applicant has now gone to Appeal. This site would ultimately affect quite a few parishioners. There are also quite a few Listed Buildings near to the proposed site and planning guidelines are that the site should not be within half a mile of any Listed Buildings or places of historic interest.

The second resident, whose property would be overlooking the site and is located in the Parish of Staplehurst, said that the potential developers have taken photos of the site from his property. He would like to add the land is a haven for wildlife and is unspoilt. There has as yet been no survey carried out on the site or any wildlife survey.

It was also noted that the access road is under TWBC and the development site is in MBC. Surrounding parishes Headcorn, Staplehurst and MBC all oppose the development.

The view is of Special Significant Interest

The third resident would like to add that there is a War Memorial overlooking the site which is in commemoration of its use as an Advance Landing Ground in WW11 and is regularly visited by Americans, Canadians and UK visitors.

The Chairman thanked all members for their comments and when this item is discussed on the agenda they will take all their views into consideration.

**1. APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr Ballantyne.

**2. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)**

There were no declarations.

The Chairman stated he had been informed that Russell Jenner a previous Chairman of the Parish Council had sadly passed away.

**3. BOROUGH & COUNTY COUNCILLOR UPDATE**

Cllr Hannam reported that TWBC had recently had the Full Council meeting and the Budget had passed without too much discussion. There was an increase to the precept of £5.00 for a Band D property. This is the maximum increase that TWBC are allowed and was set because the Local Government Funding which they previously received was now nil. There will be no cuts to frontline services except of course the Weekend Refuse Truck, looking ahead Cllr Hannam stated that next year the waste disposal contract will be up for renewal. TWBC would like to increase their recycling division which could possibly include the introduction of a kerbside bottle collection, if this was the case then the bottle banks could be removed.

TWBC are also considering a charge for the collection of garden waste could be set at £30 a year/ Cllr Hannam stated that in neighbouring boroughs they already charge for this service.

Cllr Hannam then left the meeting at 7.50pm

**4. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

It was proposed by Cllr Croucher, seconded by Cllr Vernon and agreed to approve the minutes of the February meeting. **RESOLVED** by all members present

**5. MATTERS ARISING FROM THOSE MINUTES**

Affordable Housing

The Chairman stated the meeting will take place on the 29<sup>th</sup> March and as the hall is not available they will meet at the Bell and Jorrocks.

Speed Watch:

This is an agenda item

Parking:

This is an agenda item

Village Sign:

Cllr Croucher had had spoken with Adrian Bone on this and it was in hand,

Parish Field Parking Area:

Cllr Staples spoke on this by saying that some of the garages in the village were being removed and he understood from the owners that this area would then be available for parking for the whole village.

Grounds Maintenance Contract:

The Clerk clarified that the previous Clerk had dealt with this before leaving.

School Crossing Safety

Cllr Gosbee informed members that the signs have now been installed.

Fire Hydrant Review

Cllr Croucher is dealing with this.

Village Clean Up

Cllr Croucher stated that this took place and it was a very successful event, more than 40 volunteers turned up and collected rubbish. The bags are due to be collected within the next day.

Highway Code, Speeding and Parking – School project

Cllr Cullingworth had spoken with the headmistress of the school regarding this. Cllr Cullingworth stated that she would like to approach the garden club regarding the posters, she also wondered if the Parish Council would be prepared to donate some prizes for this project. It was proposed by Cllr Croucher, seconded by Cllr Vernon and **RESOLVED** by all members present that the Council would offer £10 and £5 for First prize and Runner up in each of the four classes making a total of £60 and would also pick up any ancillary costs for printing.

Play equipment

The Clerk updated all members that Proludic had been instructed to carry out the work as per their quote and once the parts have been delivered they will instruct their engineer to fit. Cllr Cullingworth asked if the Clerk to find out an installation date.

Fly tipping

The Chairman had received figures for fly tipping over a 3-year period in the Borough, it was noted that fly tipping had not increased. This could be down to better policing of this and perhaps people's behaviour may have changed.

Number of fly tips

1<sup>st</sup> August 2014 – 1<sup>st</sup> March 2015 = 437

1<sup>st</sup> August 2015 – 1<sup>st</sup> March 2016 = 621

1<sup>st</sup> August 2016 – 1<sup>st</sup> March 2017 = 516

**6. PARKING**

Cllr Vernon stated that after the less than favourable response from KCC on this matter he has now approached KCC and spoken with Paul Catt Highways Steward to ask that as a minimum could they please reinstate the white lines on this junction. Paul Catt had confirmed that a works order for this has been raised and the impression given was that the work will be completed. The idea of the Parish Council also self-policing this was discussed and possibly putting a note on the vehicles which are parked in a dangerous position to close to the junction. In principal, this idea seemed good but the Parish Council would need to check the legality of them carrying this out.

**7. BT Telephone Box**

Cllr Staples confirmed that the contract had now been signed and the Clerk will now send this off to BT. The Parish Council also wished to discuss what they could use the telephone box The chairman then closed the meeting and invited a resident to offer some ideas

Library – This would-be weather permitting

Defibrillator – The Village already has one

Flower Box – The Village already has planters

The other proposal was a micro museum where people could dial different numbers and learn about different subjects.

The meeting was reopened.

The Council decided that before any decision is made on this, they need to look at the electricity to the box and if the phone line would still be active, maintenance of the telephone box and also the Insurance side. The Clerk will look into this further by speaking to other Parish Council's/Societies who have taken over their phone boxes.

**8. Speedwatch**

Cllr Croucher spoke on this item and to date they have 8 volunteers, they are slightly short on numbers and could do with a few more. There is a Speedwatch meeting on the 22<sup>nd</sup> April. Cllr Croucher gave the following figures from Speedwatch

March 37 drivers over 35mph – produced 4 letters

February 13 drivers over 35mph – produced 5 letters.

Cllr Croucher did state that when inputting the registration numbers, they had taken down into the DVLA site some vehicles could not be found, so more care needs to be taken when writing the Registration numbers and vehicle makes. Cllr Staples would like Speedwatch as an agenda item every month.

**9. Pullen Farm**

Cllr Staples stated that has been re-visited on several occasions and having now heard also from local residents on this site. The Parish Council last considered this in July 2015 and at that point the Parish Council stayed neutral. Cllr Staples would like the Parish Council to consider writing a letter to withdraw their previous comment of Neutral on this application. The character of the landscape was not previously taken into account and Cllr Staples would like to change his view and oppose the application. Cllr Vernon would also recommend refusal and it was proposed by Cllr Staples, seconded by Cllr Gosbee and RESOLVED by all members present to now rescind the earlier decision and refuse the application. Cllr Vernon will draw up a letter and the Clerk would then forward this onto the planning inspectorate.

**10. Headcorn Airfield**

Cllr Gosbee gave a report on this, the airfield is proposing to carry out works on the airfield which include a new hangar on the east side of the airfield. This could require lottery funding for which they

will apply if required. There will also be another new hangar on the veterinary side of the airfield which will house helicopters.

The Battle of Britain air display will take place on the 9<sup>th</sup> July. All other events can be found on their website.

## 11. ROAD REPORT

Cllr Gosbee read out his report. There are various pot holes all around the village which have all been reported and work to repair these should be taking place. The work which was due to take place in Sand Lane has now been cancelled. Cllr Gosbee is going to ask that some work is carried out on Grandshore Lane.

## 13. PLANNING

### Applications:

*17/00571/AGRIC – Land to the rear of Cherry Tree Cottage, Headcorn Road, Frittenden*

*Prior Notification of Agricultural or Forestry development – a new Farm access track and area of hardstanding.*

This was a prior notification this is not for the Parish Council to comment on but for noting only. However, the Parish Council had received a letter from the owners of Castle Cottages regarding this application and it was felt that the Parish Council should respond to this. Cllr Vernon will prepare a response and also explain Prior Notification and what it means.

*17/00740/SUB -Broadlake Farm, Mill Lane, Frittenden*

*Submission of details in relation to condition 6 (External Materials) of 14/502164*

*Noted by the Council*

### *Decisions*

### **Outcome of previous applications**

*16/07705/FULL – Knoxbridge Farm, Knoxbridge, Frittenden*

**PERMISSION GRANTED**

### Correspondence:

There was none.

## 14 CORRESPONDENCE

Cllr Staples stated that the Cranbrook and Sissinghurst Neighbourhood planning meeting was to take place on Wednesday 22<sup>nd</sup> March and that the Parish Council had been invited to send a representative. Cllr Staples will try and attend.

## 15 FINANCE

It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and agreed unanimously to pay the accounts as follows:

	<u>Incl. VAT</u>	<u>Excl. VAT</u>
Kent Grassland Services (grounds maintenance)	£147.00	£122.50
Frittenden Memorial Hall (hall hire)	£15.00	N/A
M M Rumble (Clerk's Salary & Expenses)	£308.15	N/A
E-on DD (street light energy)	£23.80	£22.67
BT Phone box	£1.00	N/A

Iden Signs

£72.00

£60.00

**Bank Mandate**

The Clerk presented a further Mandate to the Parish Council for signature, this new Mandate was to replace the existing Mandate and remove the Parish Clerk as signatory and therefore any cheques in future would only require two councillors to sign. The Clerk will be the Secretary on the Mandate and on the Bank Accounts. This was proposed by Cllr Vernon, seconded by Cllr Cullingworth. **RESOLVED** by all members present. Cllr Staples signed as Chairman and the Clerk signed as Secretary.

There being no further business the Chairman closed the meeting at 9.20 pm.

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 18<sup>th</sup> April 2017 at 7.30pm.

Present were: Mr A Staples (Chairman)  
Mrs J Croucher  
Mrs H Cullingworth  
Mr R Vernon  
Mr L Gosbee

In attendance: Mrs M Rumble (Clerk), Borough Cllr James Hannam and six members of the public.

**PUBLIC FORUM:**

The meeting was then adjourned to hear from members of the public.

A local resident Mr Howard Lilley who wished to speak on the planning application 17/00872 – The Mobile Home, Pound Hill Farm. He stated that the application contravenes core policies on planning and also the Local Plan and National Guidelines. Mr Lilley stated that in the 1980's a previous application had been submitted for a bungalow and this was refused on appeal. In 1994, a mobile home was placed on the site for the personal use of the owner, the owner is now not able to return to the mobile home due to ill-health. Mr Lilley stated that since all previous applications submitted on this site have been refused he would like to see this planning application go to the planning committee if TWBC officers recommend that permission be granted.

The agent for the applicant then spoke on the application and that this house was needed for the applicant so that he may return, the proposed property will be suitable for wheelchairs and will also have the extra rooms for a carer. The applicant has lived all his life in the Village and would like to return but a mobile home is not suitable.

Borough Councillor James Hannam spoke on this stating that as Tunbridge Wells Borough Council does not have a 5-year building supply, being outside the limits of built development would no longer be a planning consideration. The application can be called in but there has to be a valid planning reason for this to happen and not just objection from residents.

**1. APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr Ballantyne, Cllr Tuke

**2. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)**

There were no declarations.

**3. BOROUGH & COUNTY COUNCILLOR UPDATE**

Cllr Hannam stated that since the last meeting there had been little support for the £30 garden waste bin charge. He stated that if the Council decide to introduce a separate food waste collection then they would be able to charge for a garden waste bin as at present all food waste goes into the general waste collection. This would be a way of raising money for the council. Cllr Hannam stated that the cost of the new Theatre would be in the region of 70 million and substantial savings would need to be made, on top of the savings which have already been made due to the cuts from local government. Cllr Hannam confirmed that there will be a consultation on the proposed Theatre in November.

It was also noted with appreciation from the Parish Council to the Borough and County Councillors for their help in getting the speed limited changed on the A229.

Cllr Hannam then left the meeting at 7.50pm

**4. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

It was proposed by Cllr Croucher, seconded by Cllr Cullingworth and agreed to approve the minutes of the February meeting. **RESOLVED** by all members present

**5. MATTERS ARISING FROM THOSE MINUTES**

Village Sign

Cllr Croucher updated members, she had spoken with Adrian Bone who had stated that replacing the metal around the bottom of the post would be too costly, so it was necessary to look at other options. Cllr Croucher and Cllr Gosbee would take this forward.

Parish Field Parking Area:

Cllr Staples stated that the garages at Bakery Close had now been demolished and this area could now be used as parking for the whole village.

Fire Hydrant Review

Mr Lilley was present at the meeting and updated members on this, he stated that in general the Fire Hydrants were in a poor condition, the markings are also faded and some of the Hydrants look like they have not been lifted for quite some time. The Chairman asked Mr Lilley if he would mind drawing up a report on this and forward to the Clerk and she will then contact KRFS.

Village Clean Up

The Chair asked that this is an agenda item for July.

Highway Code, Speeding and Parking – School project

Cllr Cullingworth had no update on this at the moment as the school has only just returned after the Easter holidays.

Play equipment

The repairs had now taken place.

Pullen Farm

The appeal will take place on the 10<sup>th</sup> May

Bank Mandate

The Clerk updated members on this

**6. PARKING**

Cllr Vernon was still waiting contact from Paul Catt the Highway Steward for an update on the white lines, he will keep chasing.

**7. Speedwatch**

Cllr Croucher stated that dates in May, June and July had been booked. There will also be a Speedwatch meeting at the Police Headquarters this weekend where she will raise the question of why some of the vehicles are still saying processing. There are also 9 people trained but not all these are active and 2 new people but they are not yet trained.

**8. Affordable Housing**

The Chairman had carried out a site search with Tessa Sullivan from ARCK, the results of which had been forwarded to all members. Cllr Vernon will get details of all the Titles for the sites and then a meeting will be arranged to discuss the next steps.

**9. Insurance**

The Chairman spoke on the fun run which takes place every year through Frittenden and stated that Insuring the Fun Run is extremely expensive and would like to see a way the Parish Council could

cover this through their own Insurance. All members **RESOLVED** this was a good idea. The Clerk will speak with the Insurance company and find out the costs that would be involved. The run is 3.3 miles and goes from the Pub and back again.

#### 10 Telephone Box

The Clerk informed members that she had spoken with other Parish Councils regarding Insuring the Telephone Box, it seemed that the insurance value was between £2000 and £3000. The Clerk will update the Insurance company. The Clerk was also asked to contact BT regarding the Electricity and the cost of this and the telephone line in the phone box which had been disconnected. There is nothing further to add on this at the moment

#### 11 ROAD REPORT

Cllr Gosbee read out his report. There are various pot holes all around the village which have all been reported and work to repair these should be taking place. He has also stated that blocked culvert by Park Farm has now been repaired. There has also been some fly tipping up Sand Lane which he will report.

#### 12. PLANNING

##### Applications:

##### **New applications**

*17/000872/FULL – The Mobile Home, Pound Hill Field, Biddenden Road, Frittenden  
Construction of a new dwelling and garage*

**VOTE 3 FOR REFUSAL 2 ABSTENTIONS**

Reasons for refusal:

1. No material considerations identified that should permit development of this agricultural land outside the Limits to Build Development of Frittenden.
2. Any development of this open site in a prominent hill side location would have a negative visual impact and a negative impact on the character of the village.
3. Highway safety concerns as access to the site is on a blind bend at the brow of a hill with no visibility.

*17/01100/FULL – Well House, Knoxbridge, Frittenden*

*First floor and single storey extension: Garage conversion with extension to annexe.*

**ALL MEMBERS RESOLVED NO OBJECTION**

##### **Outcome of previous applications**

17/00354 – West Barn, Appleton Farm, Green Lane, Frittenden

**PERMISSION GRANTED**

17/00353 – East Barn, Appleton Farm, Green Lane, Frittenden

**PERMISSION GRANTED**

16/07702/FULL – Shenlands Farm, Ayleswade Lane, Headcorn

**PERMISSION GRANTED**

##### Correspondence:

There was none.

#### 13 CORRESPONDENCE

None

#### 14 FINANCE

It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and agreed unanimously to pay the accounts as follows:

FRITTENDEN  
PARISH  
COUNCIL  
PAYMENTS -  
APRIL 2017

Cheque Number	GROSS	VAT	NET	SUPPLIER	DETAILS
102213	£475.92	£79.32	£396.60	Harper Landscape Architecture	Landscape consultancy appeal for Pullen Farm
102214	£353.88	£58.98	£294.90	KALC	Subscription 2017/18
102214	£72.00	£12.00	£60.00	KALC	Rural Conference attendance
102215	£166.40	£27.72	£138.68	Biffa	Litter bins - February, March, July 2016, August 2016
102216	£156.49	£26.08	£130.41	Kent Grassland Services	Grounds maintenance
102217	£15.00	nil	£15.00	Frittenden Memorial Hall	Hall Hire
102218	£44.04	nil	£44.04	Mrs Michelle Rumble	Clerks expenses
102218	£329.75	nil	£329.75	Mrs Michelle Rumble	Clerks Salary
102219	£82.20	nil	£82.20	HMRC	PAYE - April
DD0401	£23.80	£1.13	£22.67	Eon	Street lighting energy - March

There being no further business the Chairman closed the meeting at 8.45PM

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 16<sup>th</sup> May 2017 at 7.30pm

Present were: Mr A Staples (Chairman)  
Mrs J Croucher  
Mr R Vernon  
Mr J Tuke

In attendance: Mrs M Rumble (Clerk), Borough Cllr James Hannam and one member of public.

**PUBLIC FORUM:**

None

**1. APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr Cullingworth, Cllr Gosbee

**2. ELECTION OF CHAIRMAN**

Cllr Croucher proposed Cllr Staples, Cllr Tuke seconded. It was **RESOLVED** by all members present that Cllr Staples will stand as Chairman for the next year and he duly signed the Declaration of Acceptance of Office as did the Clerk as Proper Officer of the Parish Council.

**3. ELECTION OF VICE-CHAIRMAN**

Cllr Staples proposed Cllr Gosbee in his absence, seconded by Cllr Vernon. **RESOLVED** by all members present that Cllr Gosbee will stand as Vice-chairman for the next year.

**4. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)**

There were no declarations.

**5. BOROUGH & COUNTY COUNCILLOR UPDATE**

Cllr Hannam stated that it is relatively quiet at TWBC at the moment due to the forthcoming Elections. The Annual Council meeting and Mayor making happens next week.

The Parish Council is aware and would have had a copy of the Local Plan consultation which runs until the 12<sup>th</sup> June. There are 5 options with regards to housing and possibly one or more of those options will be in the Local Plan. There are 2 options which could affect the Parish Council, all areas would be expected to take some development, the other option - and the one most favoured by the TWBC Councillors - would be the new garden village. There has been no decision as to where this could go at the moment, possibly the A21 corridor. The consultation is only on the options and not on the Local Plan itself, residents are being urged to comment on this.

Cllr Hannam touched on the CCTV in Tunbridge Wells, Southborough and Paddock Wood and that in order to save money it was discussed to move from active monitoring to passive monitoring, this could save TWBC around £100,000 a year but in the end, it was felt that active monitoring of the CCTV should remain in place.

Cllr Hannam then left the meeting at 7.45pm

The meeting was then ADJOURNED to hear from the Applicant Kiri Lee for Lakeside Farm, she stated that she had lived in the village for 10 years and her husband for 38 years and would like to stay in the village which is why they are seeking planning permission to build on this site. The Chairman thanked her for her comments, and the Parish Council would decide on the application later in the meeting.

The meeting then resumed.

**6. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

It was proposed by Cllr Vernon, seconded by Cllr Croucher and agreed to approve the minutes of the April meeting. **RESOLVED** by all members present

**7. MATTERS ARISING FROM THOSE MINUTES**

Village Sign

Cllr Croucher had no update at the moment.

Fire Hydrant Review

No update had been received from Mr Lilley.

Highway Code, Speeding and Parking – School project

Cllr Cullingworth was not present at the meeting

Play equipment

Agenda item

Affordable Housing

The Councillors had a sub-committee meeting to discuss the sites, each Councillor has been allocated sites and will contact the owners of these sites to see if they would be interested in the land being used for Affordable Housing. Cllr Staples has contacted and spoken with the owners of 4 of his sites, two have declined and would not like their sites included.

This is ongoing.

**8. PARKING**

Cllr Vernon confirmed that the white lines have now been painted, Cllr Vernon then spoke on the parking restrictions and that we should encourage people to self-help by parking more responsibly and that placing notices on owner's vehicles would not be the way forward, due to potential damage to vehicles and the Parish Council should place themselves in such a position. The Parish Council possibly place something on the media to remind people how they park

**9. Speedwatch**

Cllr Croucher stated that only two sessions have taken place this month, this is due to people having other commitments. Cllr Croucher asked if anyone would like to help with Speedwatch then to contact her. Frittenden has had the equipment slightly longer this month as Sandhurst are not able to make use of it. Cllr Croucher attended a seminar at Kent Police which was very interesting.

**10. Local Plan**

The Chairman stated that Cllr Hannam had given a good introduction on this, some of the supporting documents are not yet available online. The main objective is for the Parish Council to look at the 5 options and reply with the option that they think would be best for the Parish Council. The Chairman stated he thought that Parish Councils could have until the 30<sup>th</sup> June to reply, the Clerk will double check this with TWBC. The Parish Council would like to respond in more detail. Councillor Vernon will prepare a draft set of responses to bring back to the June meeting for the Councillors to use as a starting point for discussion.

**11. Play equipment**

Cllr Croucher informed members that the platform on the slide has a hole in it, she has taken it out of action for Health and Safety reasons. The platform and the panel on the side of the slide both need replacing. Cllr Croucher will speak with the Clerk and get a quote from Proludic and also ask about the material of the platform and panel as it appears to be chipboard which is not very weather resistant.

**12. Parish Councillor vacancy**

The Chairman stated that due to personal circumstances Cllr Ballantyne has resigned, the Clerk will now advertise the vacancy on the website and noticeboard.

**13. Rail Services**

Cllr Vernon stated that as an individual he will be responding, but he could tailor make his questions to the views of the Parish Councils.

The Parish Council will respond to the following questions on the following key points: -

- Metro style carriages – unsuitable for journeys of an hour or longer journeys, but for short journeys they make sense.
- First class seating does not really make a difference.
- Care for the station
- Ticket sales – this is not a problem
- Conductors – these are good as long as they remain
- Customer service – This needs to be improved, the public need to be better informed on delays and cancellations.
- No fewer than 2 trains an hour throughout the day
- Closer linkage between Network Rail and the Operation company

Cllr Vernon will summarise the points raised at tonight's meeting

Proposed by Cllr Croucher, seconded by Cllr Tuke, **RESOLVED** by all members present

**14. ROAD REPORT**

Cllr Gosbee was not in attendance due to illness.

**12. PLANNING**

Applications:

**New applications**

- *17/01291/FULL – Poplar Cottage, The Street, Frittenden  
Proposed demolition of garage to be replaced with an extension to the kitchen, a new garage and an annexe.  
This property is within the conservation are, but all members  
**RESOLVED to NO OBJECTION***
- *17/01162/FULL – Barnlea, Coldharbour Lane, Frittenden  
Two storey extension  
This property is an existing Barn conversion and the application is for an extension of 53% increase in volume of the property.  
All members **RESOLVED to NO OBJECTION***

**Appeal**

- *16/05831/FULL – Lakeside Farm, The Street, Frittenden  
Erection of a detached dwelling with garage, parking provision and other associated works.  
The applicant for this property was present and had previously made a representation to the Parish Council, this application was previously refused by the Parish Council and by TWBC, this is an open Green site and is also in the conservation area and would not enhance the area. The Parish Council wish to stand by their original decision, proposed by Cllr Vernon, seconded by Cllr Croucher.  
**RESOLVED** by all members present*

**Outcome of previous applications**

- 17/000872/FULL – The Mobile Home, Pound Hill Field, Biddenden Road, Frittenden  
Construction of a new dwelling and garage  
**PERMISSION REFUSED**

Correspondence:

There was none.

**13 CORRESPONDENCE**

None

**14 FINANCE**

It was proposed by Cllr Croucher, seconded by Cllr Tuke and agreed unanimously to pay the accounts as follows, subject to the exclusion of the Harper Landscape invoice, which was excluded pending clarification:

		FRITTENDEN PARISH COUNCIL PAYMENTS - MAY 2017			
Cheque Number	GROSS	VAT	NET	SUPPLIER	DETAILS
102220	£156.49	£26.08	£130.41	Kent Grassland Services	Grounds maintenance
102221	£1,360.00	£240.00	£1,120.00	Harper Landscape	Consultancy - Pullen Farm
102222	£407.98	£68.00	£339.98	Gala Tent	Spare parts
102223	£561.69	nil	£561.69	Came and Company	Insurance
102224	£250.00	nil	£250.00	Mr R Addis	Donation - Equipment Fund
102225	£554.59	£92.44	£462.15	Proludic	Play equipment repairs
102226	£41.20	£0.20	£41.00	Mrs Michelle Rumble	Clerks expenses
102226	£329.55	nil	£329.55	Mrs Michelle Rumble	Clerks Salary
102227	£82.40	nil	£82.40	HMRC	PAYE - May
102228	£39.60	£6.60	£33.00	Biffa	Service Litterbins - April
102229	£50.00	nil	£50.00	ACRK	Membership 2017/18
102230	£30.00	nil	£30.00	Frittenden Memorial Hall	Hall Hire
DD0501	£25.20	£1.20	£24.00	Eon	Street lighting energy - April
<b>TOTAL</b>	<b>£3,888.70</b>	<b>£434.52</b>	<b>£3,454.18</b>		

To sign the Annual Return for 2016/17

It was proposed by Cllr Croucher, seconded by Cllr Vernon and **RESOLVED** by all members present that the Chairman and the Clerk as the Responsible Financial sign and date the Annual Return for 2016/17.

The Chairman then completed the Annual Governance Statement The council considered each question and the Chairman completed Yes or No answers as appropriate. The Chairman and the Clerk as the Responsible Financial signed and dated the Annual Governance Statement.

There being no further business the Chairman closed the meeting at 9.30pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 20<sup>th</sup> June 2017 at 7.30pm

Present were: Mr A Staples (Chairman)  
Mrs J Croucher  
Mrs H Cullingworth  
Mr R Vernon  
Mr J Tuke

In attendance: Mrs M Rumble (Clerk), Borough Cllr James Hannam

**PUBLIC FORUM:**

None

**1. APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr Gosbee

**2. DECLARATIONS OF INTEREST** (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

**3. BOROUGH & COUNTY COUNCILLOR UPDATE**

Cllr Hannam stated that it is relatively quiet at TWBC at the moment and that there was not much to report on since our last meeting, the main issue is the Local Plan, which the Parish Council will be discussing later in the meeting.

Cllr Hannam had taken the opportunity whilst it was quiet to meet with the planning department and to try and understand how they work, and how to find sites for the housing allocation over the next 5 years. There have been occasions when Parish Councils have supported local schemes but they have been refused by the Borough Council. There is a need for affordable housing within the Borough and Cllr Hannam has asked that perhaps they take a more realistic approach when discussing and making decisions on this.

Cllr Hannam spoke on the issue of fly tipping and how this has in the last few weeks been a major problem for Frittenden as there has been fly tipping on more than one occasion, some of which has been on private land which is obviously not really where the Borough can become involved and will not remove it. Cllr Staples stated that he had a long discussion with Paul Shipley from TWBC on this matter and in particular the fly tipping in Frittenden.

Cllr Hannam then spoke on the plans to possibly charge for a green waste bin which would be £25.00 per house> Tthis will not be decided until the contract for the waste comes up for renewal, and if it is agreed they are hoping it will raise around £600,000.

Cllr Hannam was thanked for his report.

**4. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

It was proposed by Cllr Croucher, seconded by Cllr Tuke and agreed to approve the minutes of the May meeting. **RESOLVED** by all members present.

**5. MATTERS ARISING FROM THOSE MINUTES**

Village Sign

Cllr Croucher had no update at the moment.

Fire Hydrant Review

No update had been received from Mr Lilley.

Highway Code, Speeding and Parking – School project

Cllr Cullingworth had received 4 entries for this project and it was RESOLVED that all four entries will receive £10.00, the remaining money allocated to this project will be used to laminate all four entries. Cllr Cullingworth will take this forward.

Play equipment

The Clerk had forwarded a quote prior to the meeting to all members which was excessively high, they discussed other ways to repair the slide, perhaps speak to locals to see if they could carry out the work. The Clerk was also asked to contact Maria who carries out the regular inspections of the equipment.

**ACTION CLERK**

Affordable Housing

Agenda item

**6. Matters arising from Annual Parish Assembly minutes**

Cllr Staples stated some amendments needed to be made to the minutes, the Clerk will do this and circulate.

**7. Parking**

Cllr Vernon asked as there is nothing further to discuss on this, it can be removed as a routine agenda item

**ACTION CLERK**

**8 Speedwatch**

Cllr Croucher gave an update on this matter, she also stated that the Speedwatch camera needed to be re-calibrated at a cost of £165.00, which would be shared with Sandhurst Parish Council. There would also be a cost for collection and delivery, as Frittenden did the collection and delivery last time, Cllr Croucher would ask if Sandhurst could do it this time to avoid the cost.

**9 Local Plan**

Cllr Vernon spoke on this as did Cllr Staples who also both responded to the Local Plan as members of the public. The Parish Council has prepared a response to this, and all members had received this prior to the meeting. The Councillors RESOLVED to make a small amendment to the Final draft, Cllr Vernon will do this and forward to the Clerk who will in turn forward to TWBC.

Cllr Staples stated that as well as the Local Plan there is the Five-Year Plan, which is a completely different document and also requires a response. Cllr Staples asked Cllr Vernon if he would mind taking a look at this and perhaps preparing a response which can be agreed by email.

**10 Affordable Housing**

Cllr Staples stated they originally looked at 10 sites, and the feedback from the owners of these sites is as follows: -

Site 1 – No

Site 2 - Still waiting to speak to landowner

Site 3 – No

Site 4 – Yes

Site 5 – Not considered Site 6 – Positive

Site 7 – No

Site 8 – Not considered

Site 9 – Possibility (but a maximum of 4 units)

Site 10- No

**11. Parish Councillor vacancy**

The Clerk had not received 10 signatures so no bye-election will be called, therefore the Parish Council can now go ahead and fill the vacancy by co-option. The vacancy will be advertised until the end of August and the co-option of the new Councillor will take place at the September meeting. The Clerk will prepare the paperwork and the vacancy will be advertised on the Website, Noticeboard, shop, Community Facebook page. The Councillors have already received some interest from residents.

**12. Website**

Cllr Tuke updated members that they now have a new email address for the Parish Council which is [frittenden.pc@gmail.com](mailto:frittenden.pc@gmail.com), this will be used going forward but the Clerk will still monitor the BT Email address and inform everyone that it has now changed. The Website also needs some work on the mandatory declarations page where some of the documents are out of date and need updating. The Clerk will work with Cllr Tuke on this. Cllr Tuke was also concerned that the Councillors addresses, emails and telephone numbers were on the website and that this could be open to Fraud. It would be wise to just have the Parish Council email address and not their own personal one.

**13. ROAD REPORT**

Cllr Gosbee was not in attendance due to illness.

**14. PLANNING**

Applications:

**New applications**

- 17/01480/FULL – Willow Cottage, Staplehurst Road, Frittenden  
Proposed installation of balustrade and banister to existing open stairwell, Proposed installation of fencing around pond in back garden. Proposed widening of crossing over ditch and removal of front turf to increase parking to two cars.

**RESOLVED NO OBJECTION**

- 17/01905/TDD – Maplehurst Mill, Mill Lane, Frittenden  
Dead and dangerous tree notification – Sycamore Fell  
For Notification only

**Outcome of previous applications**

- 17/01162/FULL – Barnlea, Coldharbour Lane, Frittenden  
Two storey extensions  
**REFUSED**

Correspondence:

None

**15. CORRESPONDENCE**

The Clerk had received a letter from Mr and Mrs Stringer asking permission from the Parish Council to place a memorial bench within the Parish in memory of their late daughter. The Parish Council had no objection this. The Clerk would write and let them know.

**ACTION CLERK**

The Chairman had been to a meeting with the Village Hall, regarding quotes for the Village Hall, for either refurbishment or a re-build. The Village Hall wondered if the hall could be relocated to the Playing Field. The Clerk was asked to locate the Deeds as there may well be a covenant not allowing this.

**16. FINANCE**

It was proposed by Cllr Vernon, seconded by Cllr Cullingworth and agreed unanimously to pay the accounts as follows.

	FRITTENDEN PARISH COUNCIL PAYMENTS JUNE 2017				
Cheque Number	GROSS	VAT	NET	SUPPLIER	DETAILS
102231	£156.49	£26.08	£130.41	Kent Grassland Services	Grounds maintenance
102232	£41.60	£6.93	£34.67	Biffa	Service Litterbins - May
102233	£800.00	nil	£800.00	Mr Mike Fitzgerald	Donation - Equipment Fund
102234	£291.87	nil	£291.87	Mrs Michelle Rumble	Clerks Salary
102234	£30.66	nil	£30.66	Mrs Michelle Rumble	Clerks expenses
102235	£73.00	nil	£73.00	HMRC	PAYE - June
102236	£15.00	nil	£15.00	Frittenden Memorial Hall	Hire of Hall - June meeting
DD0601	£26.04	£1.24	£24.80	Eon	Street lighting energy - May

There being no further business the Chairman closed the meeting at 9.35pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Wednesday 19<sup>th</sup> July 2017 at 7.30pm

Present were: Mr A Staples (Chairman)  
Mrs J Croucher  
Mr L Gosbee  
Mrs H Cullingworth  
Mr R Vernon  
Mr J Tuke

In attendance: Mrs M Rumble (Clerk), 2 members of the public, Hazel Gosbee

**1. APOLOGIES FOR ABSENCE**

None

**2. DECLARATIONS OF INTEREST** (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

**3. BOROUGH & COUNTY COUNCILLOR UPDATE**

Cllr Hannam and Cllr Holden were not present and there was no report to present at the meeting

**PUBLIC FORUM**

The meeting was ADJOURNED to hear from a resident and neighbour of the property who wished to speak on the Planning Application which is due to be discussed later in the meeting. The Resident stated that this is a Repeat Application which was submitted a few months ago and subsequently refused by TWBC, on the grounds that an Ecological Survey/ Bat Survey had not been carried out. This has now been completed and hence the application has been submitted again. He has stated that his original objections all still stand, and would also like to say that the extension is not 6metres from the southern boundary, the extension will be overlooking their swimming pool and garden.

The Chairman thanked them and stated that the Parish Council will consider this application later in the meeting.

They both then left the meeting

**4. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

It was proposed by Cllr Croucher, seconded by Cllr Tuke and agreed to approve the minutes of the June meeting. **RESOLVED** by all members present.

**5. MATTERS ARISING FROM THOSE MINUTES**

Village Sign

Cllr Croucher had been in touch with Mick O'Connell who suggested we contact Lenham Oak, and Cllr Gosbee suggested Rother Valley Timber. Cllr Croucher will seek some quotes, it was also suggested that perhaps the sign should be moved to a more visible position within the Village

Fire Hydrant Review

No update had been received from Mr Lilley.

Highway Code, Speeding and Parking – School project

**Page 1749**

Cllr Cullingworth had enlarged the pictures and the prizes awarded a couple of weeks ago to all the children who entered. They were very well received by the children and were on view outside the school. Cllr Cullingworth has been reimbursed for the £76.00 spent on this project.

Play equipment

Agenda item

Affordable Housing

Agenda item

Parking

No update

Local Plan

Agenda item

Affordable Housing

Agenda item

Parish Councillor Vacancy

The Clerk had received one letter of interest which had been forwarded to all Councillors, Cllr Staples and Cllr Tuke would both speak with the other interested parties, it would also be updated on the Community Facebook page.

Website

Cllr Tuke will continue to publish both the Draft Minutes and Adopted Minutes

**6. MEETING WITH DAVID JUKES**

It was RESOLVED by all members present that there will be a meeting between the Parish Councillors and Cllr David Jukes on the 8<sup>th</sup> August, 7.30pm to discuss the Local Plan, Affordable Housing. It must be noted that this is not a Public meeting.

**7 SPEEDWATCH**

Cllr Croucher Reported that Chris from Sandhurst Parish Council has collected the Speedwatch equipment and taken it to re-calibrated, the Parish Council will then have the use of the Speedwatch equipment from the 5<sup>th</sup> – 19<sup>th</sup> August. Cllr Croucher reported that she is still only getting 40% accuracy on Vehicle Registration numbers, she also stated that Hawkhurst manage to get 100% and so she will speak with them to ask how they manage it.

**8 PLAY AREA**

The Clerk had obtained a second quote, but was asked by Councillors to seek a third quote for Transparency. The Clerk was also asked to speak with Maria from Craigdene as she may be able to put the Clerk in touch with another company. The Clerk will also look at the Insurance Documents in case they are covered under this.

**9 LITTER BIN**

Cllr Staples asked members if they would have any objection if the post which supports the litter bin could be made taller, to make it easier to empty. The Litter bin is located under the Parish Noticeboard. Cllr Cullingworth volunteered to carry this out.

**10. AUTUMN VILLAGE LITTER PICK**

Cllr Croucher suggested a date of the 16<sup>th</sup> September, she was asked to speak with Ivor and Cllr Staples was asked to contact Dick Munton to have use of his van.

The Litter Pick will commence at 10am but all volunteers must first register at the Bell & Jorrocks where they will all need to collect their equipment.

Cllr Cullingworth suggested if it could also be a bulb – planting exercise the same time, as there are plenty of areas within the Parish which could do with some extra bulbs. The Parish Council will allocate £25.00 to this. Cllr Gosbee will look into the purchase of bulbs – a selection would be best.

#### **11. LOCAL PLAN**

Cllr Staples confirmed that both the Local Plan and the Five-Year Draft Plan had been submitted before the deadline.

#### **12. AFFORDABLE HOUSING**

Cllr Staples confirmed that there will be a meeting to view potential sites on the 21<sup>st</sup> September at 10am with Tessa O’Sullivan (ARCK), Deborah Dixon (TWBC) and possibly Sylvia Lewis (TWBC). All members of the Parish Council are also welcome to attend. They will meet in the Memorial Hall car park.

#### **13. ROAD REPORT – GENERAL**

Cllr Gosbee was present and gave his report, he has stated that he was contacted by a parent from the school who has asked if it would be possible to have a Disabled Bay close to the School.

Cllr Croucher said that the Drain on the corner of Mill Lane is full right to the top with grass. Cllr Cullingworth asked when the Hedge along the paddock was due to be cut, Cllr Staples has stated that it only has one cut a year. The Clerk was asked to contact the Grounds maintenance contractor to see if that cut could take place before the children return to school after the Summer holidays, and if it could possibly be done twice in future years.

#### **14. PLANNING**

##### Applications:

##### **New applications**

- *17/02287/FULL – Old Brickyard Cottage, Dig Dog Lane, Frittenden  
Demolition of existing single storey side extensions and erection of two storey side extension. Provision of rooflight to existing flat roof.*

The Parish Council would like to see this application refused for the following reasons: the proximity of the proposal to the neighbouring property, the height and mass of the proposed development, the adverse effect on neighbours with regard to overlooking and loss of privacy. It has also been brought to the attention of the Parish Council that the case officer report dated 22 November 2016 under reference 16/06757 refers to the extension being approximately 6metres from the Southern boundary and this may not be correct and the extension may be closer to the Southern boundary.

##### Correspondence:

None

#### **15. CORRESPONDENCE**

The Clerk had received a Survey from TWBC on Open Space, Recreation  
Cllr Staples completed the Survey with help from the Councillors, and he will submit this online to TWBC.

#### **16. FINANCE**

It was proposed by Cllr Croucher, seconded by Cllr Vernon and agreed unanimously to pay the accounts as follows. The Payments will be signed outside the meeting.

Cheque Number	GROSS	VAT	NET	SUPPLIER	DETAILS
102237	£156.49	£26.08	£130.41	Kent Grassland Services	Grounds maintenance
102238	£36.55	nil	£36.55	Mrs Michelle Rumble	Clerks expenses
102238	£329.55	nil	£329.55	Mrs Michelle Rumble	Clerks Salary - July
102239	£82.40	nil	£82.40	HMRC	PAYE - July
102240	£18.00	nil	£18.00	Mrs Michelle Rumble	Clerks expenses August (post-dated chq)
102240	£329.55	nil	£329.55	Mrs Michelle Rumble	Clerk salary August (post-dated cheque)
102241	£82.40	nil	£82.40	HMRC	PAYE - August (post-dated cheque)
102242	£76.00	nil	£76.00	Clr Heather Cullingworth	School project - prizes
102243	£15.00	nil	£15.00	Frittenden Memorial Hall	(Agreed at the meeting)
DD0701	£25.20	£1.20	£24.00	Eon	Street lighting energy - June

The Clerk spoke to members on some of the policies which either need implementing or updating, and that She would like to undertake this over the next few months. It was RESOLVED by all members present that The Clerk carry out this task.

Clr Staples would also like to recommend that they pay the £15.00 Frittenden Memorial Hall hire charges, as the venue of the hall was changed due to a prior commitment of the Council and it was felt that due to this he would like to see the £15.00 being paid. This was RESOLVED by all members present and the Clerk added this to the Cheque list of payments.

There being no further business the Chairman closed the meeting at 9.06pm, the next meeting of the Parish Council will be in September as they do not have a meeting in August.

A Planning Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Wednesday 16<sup>th</sup> August 2017 at 7.30pm

Present were: Mr A Staples (Chairman)  
Mrs J Croucher  
Mr L Gosbee  
Mrs H Cullingworth  
Mr J Tuke

In attendance: Mrs M Rumble (Clerk)

**1. APOLOGIES FOR ABSENCE**

Cllr Vernon

**2. DECLARATIONS OF INTEREST** (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

**3. PLANNING APPLICATIONS**

- |          |  |
|----------|--|
| 17/02622 | <b>Well House, Knoxbridge, Frittenden, Cranbrook</b> - Erection of a single storey extension & garage conversion with extension to annexe<br><b>NO OBJECTION</b>   |
| 17/02508 | <b>Wagon Lodge, Mill Lane, Frittenden</b> – Alterations to south east elevation (rear) – Remove 2 no windows and 1 no pair of patio doors and replace with full height double glazed sliding and folding patio doors.<br><b>NO OBJECTION</b> |

There being no further business the meeting closed at 8pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 19<sup>th</sup> September 2017 at 7.30pm

Present were: Mr A Staples (Chairman)  
Mrs J Croucher  
Mr L Gosbee  
Mrs H Cullingworth  
Mr R Vernon  
Mr J Tuke

In attendance: Mrs M Rumble (Clerk), 2 members of the public, Hazel Gosbee

**1. APOLOGIES FOR ABSENCE**

Cllr Hannam

**2. DECLARATIONS OF INTEREST** (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

The meeting was adjourned to hear from a member of public, who spoke on the amount of flytipping near their property and that some of it was blocking the entrance to their farm and wondered if the Parish Council could do anything to try and speed up the removal of the flytipping. The resident also commented on Affordable Housing and that they were not in favour when there are properties sitting empty in the Village.

**3. CO-OPTION OF PARISH COUNCILLOR**

The Clerk confirmed that one application had been received from Rosalind Riley. It was **RESOLVED** by all members present that Rosalind Riley be co-opted onto the Parish Council. Cllr Riley was then welcomed by the Parish Council to join them and commence her role as Parish Councillor. All the necessary forms were either filled in at the meeting or will be completed and forwarded onto the Clerk

**4. BOROUGH & COUNTY COUNCILLOR UPDATE**

Neither Cllr Hannam nor Cllr Holden were present and no reports had been received. In Cllr Staples' absence Cllr Tuke attended the Chairman's Conference which he said was very informative. He stated that he felt more positive regarding the Theatre and the revenue that it could bring to Tunbridge Wells Town, the only downside was the lack of parking within the Town. He also stated that Tunbridge Wells Borough Council made it clear that developers are not going to make vast amounts of money from development and that the housing total also seems to steadily increasing. TWBC are encouraging PC to recognise Armistice Day next year. Councillor Staples attended the Councillors' Convention and spoke on this. He stated that the Government subsidy has dropped off quite considerably and that most of the Borough Councils shortfall in revenue will have to be made up from Business Rates. TWBC has one of the lowest rates of unemployment in the Country. Greg Clarke, MP for Tunbridge Wells spoke on housing and had said that the reason there is a need for more housing is because people in TWBC are living longer.

**5. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING AND PLANNING MEETING**

It was proposed by Cllr Croucher, seconded by Cllr Cullingworth to make the amendments highlighted and **RESOLVED** by all members present that the July minutes are signed as a true and accurate record. The Planning minutes from August were also signed as a true and accurate record.

**6. MATTERS ARISING FROM THOSE MINUTES**

Village Sign

Cllr Croucher is waiting on ideas and prices on this. Various locations have been discussed to re-locate the Village Sign which include opposite Forge Cottage, Biddenden Road.

Fire Hydrant Review

No update had been received from Mr Lilley.

Highway Code, Speeding and Parking – School project

A thank you Card had been received from one of the winners.

Play equipment

Agenda item

Affordable Housing

Agenda item

Parking

No update and no longer an agenda item.

Local Plan

No update

Affordable Housing

Agenda item

Autumn Village Litter Pick

This had taken place; 35 bags of litter had been collected. Cllr Gosbee was thanked for donating the Bulbs to the Parish Council, an article on the Litter Pick will be placed in the next edition of the Parish Magazine. Appreciation for the use of Mr Munton's vehicle was noted.

**7 MEETING WITH DAVID JUKES**

The meeting with David Jukes had taken place. He had spoken on the Neighbourhood Plan and if Frittenden decided to prepare one what help they could offer. It was decided that a meeting with Kelvin Hinton from TWBC, Councillors and the Clerk to look at Neighbourhood Plans would be a good idea, this could take place early October.

**8. SPEEDWATCH**

Cllr Croucher reported that unfortunately Speedwatch volunteers are falling thick and fast, they now only have 4 or 5 volunteers and are looking to recruit more so if anyone is interested then please contact the Parish Council. Cllr Croucher reported that the Biddenden Road is the worse road for speeding and a speed of 61 mph had been recorded.

Cllr Vernon suggested advertising on the Community Facebook page for more volunteers.

**9. AFFORDABLE HOUSING**

Cllr Staples said that as a Village they wished to support Affordable Housing. Cllr Croucher spoke on the empty house at the Limes, and why it was standing empty. The meeting with Tessa O'Sullivan and Deborah Dixon will be taking place at 10.30am on Thursday 21<sup>st</sup> September for those Councillors who are able to attend.

## 10. VILLAGE PLAYING FIELD

The Clerk does not have a date for the repair of the play equipment, but will chase the company who have been chosen to carry out the repair. The litter which had been reported to the Clerk as overflowing has now been emptied, and the days on which the bins are emptied is Monday and Thursday.

Cllr Staples had been asked if netting could be placed on the gate at the entrance to the playing field to stop dogs entering and exiting the field. It was suggested that if the gap underneath the gate could be filled and netting also placed over the gate this might alleviate the problem. Cllr Cullingworth will speak with Mark to obtain a quote.

Cllr Staples is following up the problem of the overgrown tree on the telegraph pole with UK Power Network.

## 11. ROAD REPORT – GENERAL

Cllr Gosbee reported that there has been an enormous amount of Fly tipping, a lot more than normal some of which has been cleared but there is still some remaining. This will be chased again. There has been some garden waste disposed of in Dig Dog Lane, this has been reported. Pot holes have also been reported some have been filled but there are still some to go. Cllr Gosbee is also fighting for a Disabled Bay by 8 The Limes – he has spoken with Cllr Holden on this but is still awaiting a reply.

Cllr Gosbee has also chased for a new salt bin at the Memorial Hall.

Cllr Gosbee stated that there was an ongoing issue of residents placing stones/sticks on the verges outside of their homes to stop parking. The verges belong to KCC and if residents wish to do this they need to obtain a permit from KCC. Cllr Riley will write something which can be added to the November Parish Magazine. The Clerk will speak with KCC Highways on what the size of the verge is that is owned by them and let Cllr Riley know.

Cllr Cullingworth reported that the Streetlight by the Bell & Jorrocks public house was not working. Clerk will report this.

## 12. PLANNING

### **New applications**

#### **17/02877/FULL – Birch Barn, Green Lane, Frittenden**

*Variation of Condition 1 (Approved plans) and Condition 8 (plans relating to parking, garages and turning) of 15/507928*

*This application had previously been approved but due to the development being different to the original application and new planning approval is required by the Borough Council. Cllr Vernon did not see any reason why it should not be approved, this was proposed by him, seconded by Cllr Staples*

**VOTE 4 FOR**

**2 AGAINST**

**1 ABSTENTION**

#### **17/02755/FULL – Balcombe Farm, Biddenden Road, Frittenden**

*Conversion of existing garage into artist's studio with 5 roof lights, erection of a single storey rear extension, three bay garages with 2 roof lights, creation of a new vehicular access, closure of existing vehicular access, 1 no new roof light to attic room, 1 no new roof light to breakfast room, minor internal alterations and minor landscaping works to front garden.*

*The Parish Council **RESOLVED** that they would all like to see this application approved, proposed by Cllr Vernon, seconded by Cllr Riley. **RESOLVED** by all members present*

#### **17/02940/PNQCLA – Buckhurst Farm Buildings, Biddenden Road, Frittenden**

*Prior Notification for the change of use of a building and land within its curtilage from agricultural use to a dwelling house use falling within class C3. – **No comment***

#### **17/02810/PNQCLA – Haffenden Farmhouse, Bubhurst Lane, Frittenden**

*Prior Notification for the change of use of a building and land within its curtilage from an Agricultural use to a use falling within Class 3 (dwelling house) and building operations reasonably necessary to convert the building.*

**No Comment**

*A further application had been received which the Council wished to comment on. This application is in Maidstone Borough Council but does border Frittenden The Parkwood Complex – There are grounds to comment on this application*  
**MA/17/504393/SUB**  
**MA/17/504433/FULL**

**FPC Comments:**

Councillors are very concerned about the status of not only the application site but adjoining unlawful and unauthorised occupation and development of land at Parkwood Lane and Maplehurst Lane. The occupation and development of the site is not authorised and Councillors do not understand why the Planning Authority had not taken enforcement action against the unauthorised use and development of the site (and adjoining sites). The Councillors do not accept the policy of the Planning Authority not to enforce breaches of planning law where there are pending applications. This simply permits flagrant breaches of planning law. The unauthorised development of the site should be a material consideration for refusing this application and enforcement action should be taken immediately.

Councillors comment that the application does not address the change in policy differentiating between static permanent sites and sites for travellers. As this is a site for the installation of mobile homes and related development, the applicant cannot rely on planning policy for traveller sites as no evidence has been submitted to show that PPTS applies to this application and therefore the applicant must be considered in the same way as any application made by a member of the settled population.

Councillors object to the application on a number of grounds: (i) the development is unsustainable; (ii) the development is not suitable; (iii) the site floods; (iv) no consideration has been given to road safety concerns in terms of highway access; (v) no consideration has been given to the lack of utilities including foul drainage and the risk of contamination with water courses already being contaminated; (vi) the proximity to and adverse impact on ancient woodland and clear lack of the requisite buffer zone; (vii) the risk to ecology; (viii) the site is not in either the existing or emerging Local Plan and therefore not policy compliant; (ix) the development will have (and is having) a material adverse effect on the residential amenity of neighbours; (x) the development is out of character for what is (or was prior to unauthorised development) beautiful countryside and is already having an adverse impact on the character and appearance of the landscape of the area; (xi) the development has a serious negative impact on the countryside and a negative impact on the neighbourhood.

**Councillors voted unanimously in the strongest terms to recommend REFUSAL of the application.**

**There was a further application a PRIOR NOTIFICATION – the Councillors had not received enough time to comment on this therefore an Extra meeting will need to be called. The Clerk will arrange this.**

**Outcome of previous applications**  
**The Clerk updated members on all decisions received since their last meeting.**

Planning Correspondence:  
None

**13 CORRESPONDENCE**

None

**14. FINANCE**

It was proposed by Cllr Croucher, seconded by Cllr Vernon and agreed unanimously to pay the accounts as follows. The Payments will be signed outside the meeting.

		PARISH COUNCIL PAYMENTS SEPTEMBER 2017			
Cheque Number	GROSS	VAT	NET	SUPPLIER	DETAILS
102244	£120.00	£20.00	£100.00	PKF Littlejohn	Audit 2016/17
102245	£312.98	£52.16	£260.82	Kent Grassland Services	Grounds maintenance
102246	£137.70	£22.95	£114.75	Streetlights	Replace time-switch, set up
102247	£198.00	£33.00	£165.00	Unipar	Speedwatch camera serviced
102248	£126.80	£20.79	£106.01	Biffa	Service of litter bins
102249	£35.28	£5.88	£29.40	JRB	Dog bags
102250	£94.20	nil	£94.20	HMRC	September
102251	£23.83	nil	£23.83	Mrs Michelle Rumble	Expenses
102252	£376.60	nil	£376.60	Mrs Michelle Rumble	Salary - September
102253	£15.00	nil	£15.00	Frittenden Memorial Hall	Hire of Hall
DD0801	£26.04	£1.24	£24.80	Eon	Street lighting energy - July
DD0901	£26.04	£1.24	£24.80	Eon	Street lighting energy - August
<b>TOTAL</b>	<b>£1,492.47</b>	<b>£157.26</b>	<b>£1,335.21</b>		

The Clerk had received from PKF Littlejohn the External Audit, this has now been completed. There was a slight amendment which was highlighted by them the Assets listed on the External Audit did not total the Asset Register, the External Audit when completed for 2017/18 will highlight this amendment. It was **RESOLVED** by all members to accept the changes to the Assets.

There being no further business the Chairman closed the meeting at 9.15pm.

A Planning Meeting of the Parish Council was held at Upper Room, St Marys Church, Frittenden on Friday 29<sup>th</sup> September 2017 at 7.30pm

Present were: Mr A Staples (Chairman)  
Mrs J Croucher  
Ms R Riley  
Mr J Tuke

In attendance: The Clerk and 5 members of the public

## 1. APOLOGIES FOR ABSENCE

Cllr Vernon, Cllr Cullingworth, Cllr Gosbee

The meeting was adjourned to hear from members of the public

A resident who lives in Grandshore Lane stated that this particular road is extremely narrow and has quite a few bends and is a very badly maintained road, in the whole 11 and half years he has lived there the road has never once been gritted. The entrance of this proposed application comes directly out onto a very dangerous road. The proposed 7 dwellings which would probably bring almost 14 cars would almost certainly be an issue.

The amount of fly tipping on this road is a real problem and due to its location, this would almost certainly be a traffic hazard.

A further resident who lives at Castle Cottage and spoke on the land to the rear of Cherry Tree Cottage, this development is right at the rear of her property and with the proposed all glass fenestration would look directly into her house and all her privacy would be destroyed, she also wanted to know what was happening to the hoppers huts which have not been used since the 1980's so some clarification on these would be nice. The resident stated that 6 months ago an application for an agricultural road was approved and this does not meet the criteria of an entrance road for a dwelling. The barn has never been used for storage and would like to see this application refused

A further resident who lives at Cherry Tree Cottage and has only lived in the village for 6 weeks and has stated that the proposed application would have a huge impact on his property, there is an issue about the services at the moment they only serve their property and Castle Cottage. The Pole which supplies the electricity is also in their garden and again only supplies their property and Castle Cottage and they would like to see where the electricity for the proposed application would be coming from.. Their property also shares the sewerage with Castle Cottage, so this also would be an issue, they would not want to see any new sewerage tank located near to either of their properties, and the extent of the garden being unspecified and likely to be substantially larger than the "residential curtilage" within the application.

## 2. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

## 3. PLANNING APPLICATIONS

Planning Application	Details	Comments
17/02981/PNP 17/02982/PNP	Grandshore Farm, Grandshore Lane, Frittenden Prior notification for the change of use of a building and	The Parish Council OBJECT to these two applications on the following grounds: - Concern about the legality of

	<p>land within its curtilage from a use falling within B8 storage or distribution centre) to four dwelling houses (C3)</p>	<p>the site, check with TWBC that the assertion that the restriction was personal to Mr Redford.</p> <p>Scale of the development. Traffic and the amount it could Generate, the road is in poor condition. The entrance has poor visibility and is at the bottom of a hill which regularly freezes in winter.</p> <p>Bus service information is misleading.</p> <p>Hams Travel service HC2 was a once weekly shopping bus withdrawn several years ago. Use of Arriva service 5 is impractical. It stops 1.3km away, is accessible by a narrow lane which passes through dense woodland and involves crossing a busy main road</p> <p>The Parish Council is not against any development just not on this scale.</p> <p>Proposed by Cllr Riley, Seconded by Cllr Tuke, <b>RESOLVED</b> by all members Present.</p>
<p>17/03092/PNQCLA</p>	<p>Land to The Rear of Cherry Tree Cottage, Headcorn Road Frittenden</p> <p>Prior notification for the Change of Use of a Building and Land within its curtilage from an Agricultural Use to a Use falling within Class C3 (Dwelling house) and Building Operations reasonably necessary to convert the building</p>	<p>The Parish Council had the following concerns about this application:: -</p> <p>Clarification needed from TWBC on the use of this building previously.</p> <p>Traffic the site line from this access would be on a dangerous corner and visibility an issue.</p> <p>Services – the existing services only serve Castle Cottage and Cherry Tree Cottage.</p> <p>The Fenestration of the proposed application would overlook Castle Cottage.</p> <p>An Ecological survey is needed (bats present) and</p>

		<p>a ground contamination survey should be undertaken.</p> <p>It was proposed by Cllr Tuke, seconded by Cllr Croucher.</p> <p>RESOLVED by all members present to raise the concerns with TWBC</p>
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There being no further business the meeting closed at 8.25pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 17<sup>th</sup> October 2017 at 7.30pm

Present were: Mr A Staples (Chairman)  
Mrs J Croucher  
Mr L Gosbee  
Mrs H Cullingworth  
Mr R Vernon  
Mr J Tuke  
Ms R Riley

In attendance: Cllr Sean Holden, 1 member of the public, Hazel Gosbee and the Clerk – Mrs Michelle Rumble

**1. APOLOGIES FOR ABSENCE**

None

**2. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)**

There were no declarations.

A resident was present as the applicant for the planning application and would be able to ask any questions members may have.

**3. BOROUGH & COUNTY COUNCILLOR UPDATE**

Cllr Holden was present and stated that most of his time recently has been taken up with Bus appeals, none of which were Frittenden residents. Cllr Holden said that KCC Budget Consultation was underway and was available for residents to comment on [www.kent.gov.uk/budget](http://www.kent.gov.uk/budget). Cllr Holden was also involved with KALC for a ban on lorries in Rural roads – John Wilson the Transport Committee Chairman for KALC stated that there are 12000 lorry movements a day on Kent Roads, and a lot of these are on small rural roads. Cllr Holden commented on the New Theatre and Civic Centre in Tunbridge Wells, there will meetings coming up in November which the Chairman of Parish Councils can attend, Cllr Holden had no further updates and left the meeting at 7.45pm

**4. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING AND PLANNING MEETING**

It was RESOLVED by all members present that the minutes both the planning minutes from the 29<sup>th</sup> September and Parish Council minutes from 19<sup>th</sup> September are a true and accurate record and that being the case Cllr Staples signed both.

**5. MATTERS ARISING FROM THOSE MINUTES**

Village Sign

Cllr Croucher presented at the meeting some plans which had been drawn up by Gordon Bridges. It was felt by all members that as there was no Budget Allocation for this, that an amount should be placed in the Budget for 2018/19. This was proposed by Cllr Staples, seconded by Cllr Riley and RESOLVED by all members present.

The Council noted with thanks the help received from Mr Bridges.

Fire Hydrant Review

Ongoing.

#### Play equipment

The Clerk updated members that the play equipment will be repaired week commencing the 30<sup>th</sup> October. Cllr Cullingworth had asked Mark Plummer to look at the area around the gate on the entrance to the playing field, a quote of £50.00 had been received to dig out, level area around the gate. It was proposed by Cllr Vernon, seconded by Cllr Gosbee and **RESOLVED** by all members present that they accept the quote and ask Mark Plummer to carry out the work. Cllr Cullingworth will inform him of this. The overgrown tree is still ongoing.

#### Affordable Housing

Agenda item

### **6. MEETING WITH KELVIN HINTON**

The meeting with Kelvin Hinton had taken place, Cllr Staples and Cllr Vernon were both present. The main reason for this meeting was to discuss the principle of Neighbourhood Plans and what the basic issues would be if the Parish Council decided to go ahead with producing one. Cllr Vernon stated that at present 9 TWBC parishes are in the process of producing Neighbourhood Plans and all at different stages. It was made clear that a Neighbourhood Plan is not intended to prevent development but it is about the village taking more control and indicating what improvements would we want to see if development did take place. The process is long and will take approximately 2 years, 1 year – with the parish and 1 year with TWBC. There are also cost implications. Neighbourhood Plans are very costly, but there is some funding available to help with the process. Cllr Vernon stated that he will prepare a note on this. It was felt that the Parish Council should not rush in and make a decision on this but wait until the new TWBC Local Plan was available as any Neighbourhood Plan would need to fit into this. This will not be until the Spring.

### **7. SPEEDWATCH**

Cllr Croucher had met with Alan Watson from Kent Police and that the site has been reassessed, 2 new people have been signed up.

### **8. AFFORDABLE HOUSING**

Cllr Staples and Councillors had met with Debra Dixon from TWBC and Tessa O’Sullivan from ACRK, they will be contacting KCC Highways who will carry out an accessibility study on all four sites, a map and plans have all been forwarded to KCC Highways in order to complete the study.

### **9. HEDGES AND FOOTPATHS**

Cllr Staples reported that there seems to be a vast amount of encroachment from verges/hedges onto the footpaths around the Village. Cllr Staples spoke with Paul Catt at the meeting regarding this issue and he stated that the first port of call was to contact the property involved and if from there they do not cut back the offending hedge then the next point of call would be to report it to KCC. Cllr Staples felt that the Parish Council should draw up a letter which could be sent to the residents in questions. The Clerk reported that she already carries this out at another Parish and would prepare a letter for the Councillors to look at.

### **10. ROAD REPORT – GENERAL**

Cllr Gosbee reported that there has been an enormous amount of fly tipping, especially in Grandshore Lane. This road is also in a bad state of repair but it is down to have repairs and these should be carried out within the next month. Cllr Gosbee has also been in contact with Karen Wing from KCC regarding the request of a disabled bay outside of the school. Karen Wing will be visiting the site to take a look and will let Cllr Gosbee know the outcome. Cllr Cullingworth stated that it had been reported to her by a parent of speeding outside of the school in which her vehicle was almost damaged. Cllr Cullingworth

asked if perhaps signage could be placed outside the school “saying no parking at certain times “. Cllr Gosbee will speak with Karen Wing to see if she could also look at this when attending the site Cllr Staples spoke on his meeting which took place between Councillors and Paul Catt the Highway Steward for KCC. They spoke on weeds and spraying in the Village, the responsibility of this falls to KCC – pavements and TWBC – gutters. Paul Catt was going to look into whether Frittenden was on the

spraying schedule but Councillors though not as they had never seen this being carried out. The Clerk will also email Robin Hadley on this matter.

Regarding the stones which are placed on verges by residents Cllr Riley has written an article on this which has been placed in the Parish magazine.

**11. MBC JUDICIAL REVIEW**

Cllr Staples wanted this on the agenda to discuss the process of a Judicial Review and what it means. It is a way of wrapping the knuckles of the Borough Council where they have not followed the correct procedures. It is a very long and painful process, but as it only challenges the decision-making process and not the decision, it would only be worth doing if the correct process has not been followed. It would not be an effective use of tax payers’ money. The Parish Council will continue to support residents by making representations on planning issues as they have previously done so.

**12. PLANNING**

**New applications**

17/03229/FULL	1 Lower Buckhurst Cottages, Biddenden Road, Frittenden – Proposed erection of stables, muck store, associated yard and adjustments to existing driveway.  Proposed by Cllr Vernon, seconded by Cllr Gosbee and <b>RESOLVED</b> by all members present to <b>NO OBJECTION</b>
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**Outcome of previous applications**

17/02622/FULL	Well House, Knox bridge, Frittenden Erection of single storey extensions and garage conversion with extension to annexe <b>PERMISSION GRANTED</b>
17/02756/LBC  17/02755/FULL	Balcombe Farm – Listed Building Consent <b>APPLICATION WITHDRAWN</b> <b>Balcombe Farm – Conversion of existing garage into artist’s studio.</b> <b>APPLICATION WITHDRAWN</b>
16/07112/SUB	Park Farm House, Cranbrook Road, Frittenden <b>APPLICATION APPROVED</b>

Planning Correspondence:

None

**13 CORRESPONDENCE**

KALC AGM  
Mayors Visit 2018

**14. FINANCE**

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It was proposed by Cllr Croucher, seconded by Cllr Vernon and agreed unanimously to pay the accounts as follows. The Payments will be signed outside the meeting.

	FRITTENDEN PAYMENTS				
Cheque Number	GROSS	VAT	NET	SUPPLIER	DETAILS
102253	£156.49	£26.08	£130.41	Kent Grassland Services	Grounds maintenance
102254	£376.60	nil	£376.60	Mrs Michelle Rumble	Salary - October
102254	£39.39	nil	£39.39	Mrs Michelle Rumble	Expenses - October
102255	£94.20	nil	£94.20	HMRC	PAYE - October
102256	£15.00	nil	£15.00	Frittenden Memorial Hall	Hire of Hall
102257	£50.00	nil	£50.00	Mr B Millard	Honorarium
102258	£41.60	£6.93	£34.67	Biffa	Service of litter bins
DD1001	£25.20	£1.20	£24.00	Eon	Street lighting energy - September
<b>TOTAL</b>	<b>£798.48</b>	<b>£34.21</b>	<b>£764.27</b>		

- There was a Bank Mandate for HSBC to be signed by Cllr Tuke who was being added as a signatory and two councillors who were existing signatories also signed the Bank Mandate. This was proposed by Cllr Staples, seconded by Cllr Vernon and RESOLVED by all members present.

There being no further business the Chairman closed the meeting at 9.15pm.

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Tuesday 21<sup>st</sup> November 2017 at 7.30pm

Present were: Mr A Staples (Chairman)  
Mrs J Croucher  
Mr L Gosbee  
Mrs H Cullingworth  
Ms R Riley

In attendance: Cllr James Hannam, Hazel Gosbee and the Clerk – Mrs Michelle Rumble

**1. APOLOGIES FOR ABSENCE**

Cllr Vernon, Cllr Tuke

**2. DECLARATIONS OF INTEREST (in accordance with the Member's Code of Conduct, Part 2)**

There were no declarations.

**3. BOROUGH & COUNTY COUNCILLOR UPDATE**

Cllr Hannam was present and he welcomed Cllr Riley as a new member of the Parish Council. The main items which were being discussed at TWBC at present were the Civic Centre and Theatre. Cllr Hannam states that all papers for this had now been received and would be discussed at the Full Council meeting on the 6<sup>th</sup> December. The cost of the scheme is £81 million, £9 million of this should hopefully come from the sale of the existing Civic Centre, this value is low due to the building being listed. The Council will need to borrow £70 million and this will be a loan payable over 50 years. There will hopefully see income from lettings, and some of the funding £700,000 of this will also come from the new Waste Contract which starts in 2019. There will be a kerb collection of glass bottles – meaning the bottle banks can be removed and also the introduction of an optional Garden Waste Scheme at a cost of £35- £40 a year. This will be voted on at the meeting, but Cllr Hannam suspects that it will get approval.

Cllr Hannam then spoke on correspondence he has received regarding Retrospective Planning application and why people carry out the building work and then proceed to apply for Retrospective Planning. The Planning department stated that you are not less likely to get the permission even if you have already built it. The Garden Village locations – there should be something concrete on this in December, there are plenty of rumours flying round but no definitive answer as yet.

Cllr Staples stated that he had attended the Parish Council Chairman's meeting and there had been a discussion on the Civic Centre at this meeting.

Cllr Riley stated that she would like to see the Civic Centre doing more for outreach projects.

Cllr Hannam then left the meeting at 7.50pm

**4. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING AND PLANNING MEETING**

It was RESOLVED by all members present that the minutes both the planning minutes from the 8<sup>th</sup> November and Parish Council minutes from 17<sup>th</sup> October are a true and accurate record and that being the case Cllr Staples signed both.

**5. MATTERS ARISING FROM THOSE MINUTES**

Play equipment

Agenda item, it was also noted that the work to the gate had been carried out and it had been commented on by residents.

Meeting with Kelvin Hinton

Noted

Affordable Housing

KCC had been written to regarding the Vehicular and Pedestrian access to the possible sites.

Hedges and Footpaths

Agenda item

Road Report

Agenda item

**6. SPEEDWATCH**

Cllr Croucher reported three new recruits, this now makes a total of 10 regulars, they have the equipment for the three weeks over Christmas, so if anyone can spare any time then please let her know. Cllr Riley and Cllr Staples carried out a Speedwatch exercise on one day between the times 09.30 – 10.30 and had 21 cars go past, 9 were speeding and 3-4 of those were going over 40mph

**7. AFFORDABLE HOUSING**

Already covered.

**8. HEDGES AND FOOTPATHS**

The Clerk had prepared a letter which could be sent to any residents whose hedges were overhanging the boundary of their property. A slight amendment was made to the letter, but is now ready to send to any residents if needed.

Regarding the stones – it was noted that this was for the benefit of for everyone using our roads.

**9. ROAD REPORT – GENERAL**

Cllr Gosbee reported fly tipping in Grandshore Lane. He is still waiting for TWBC to look at the possibility of a disabled space outside the school, but is hopeful that this will be looked at. Cllr Gosbee has also asked if two drop kerbs could be installed near the school for wheelchair users. The re-surfacing which was due to take place in Grandshore lane has not and also appears to have dropped off the list. Cllr Gosbee will chase this. Pot Holes have also been reported, the bulk bag of salt does not appear to have been delivered Cllr Gosbee will chase this, discussion around salt bins also took place and it was RESOLVED that the Clerk should approach Cllr Holden to see if the Parish Council could apply to his Member Grant for 2 salt bins.

Cllr Cullingworth spoke on the parking issues within the village, especially outside the School, most recently there had been an incident between two car owners. The Chairman stated that as spaces seem to be an issue there are spaces where the old garages use to be, this could be utilised. Cllr Cullingworth will mention this to the school.

There is another area where parking is also an issue, outside the Bell and Jorrocks/The Larchmere. It was RESOLVED by all members that a meeting should take place these two and the Parish Council and KCC Highways representative, if they are available, a time and date will be set.

**10. Play equipment/Play area**

The play equipment has now been repaired, an issue was highlighted by the contractor in that the play equipment has moved and if the Parish Council would like to consider a quote from the contractor of

£100.00 to carry out the work. All members **RESOLVED** to accept the quote. The Clerk will inform the contractor of this.

The Bench located near to the Recreation has had to be taped off due to repairs needed, a quote of £20.00 to carry out the repairs had been received from Gordon Bridges and all members **RESOLVED** to accept this quote and thanked Mr Bridges for giving his time to do this work.

## 12. PLANNING

### New applications

17/03819/ADJ	Harrison Car Sales, Station Approach, Headcorn Consultation with Adjoining Authority – two-year change of use to allow siting of a mobile burger van on a car wash/sales forecourt (Resubmission of 17/503283) All members <b>RESOLVED NO OBJECTION</b>
17/03829	Outside 1 Rose Cottage, Rocks Hill, Frittenden – Telecommunications Notification All members <b>RESOLVED NO OBJECTION</b>
17/03685	Poplar Cottage, The Street, Frittenden Tree in Conservation Area Notification T1 (Yew) – Remove All members <b>RESOLVED NO OBJECTION</b>

### Outcome of previous applications

17/02981/PNP	Grandshore Farm, Grandshore Lane, Frittenden – Prior Notification of change of use <b>APPLICATION REFUSED</b>
17/02877/FULL	Birch Barn, Green Lane, Variation of Condition 1 <b>APPLICATION APPROVED</b>
17/02940/PNQCLA	Buckhurst Farm Buildings, Biddenden Road – Prior Notification for the change of use <b>APPLICATION REFUSED</b>
17/03092/PNQCLA	Land to the rear of Cherry Tree Cottage, Headcorn Road, Frittenden Prior notification for the change of use. <b>APPLICATION WITHDRAWN</b>

Planning Correspondence:  
None

## 12 CORRESPONDENCE

KALC Community Awards 2018 – Agenda item for December  
KFRS – Consultation (clerk to forward to all members)

The Chairman and Cllr Riley had both attended the KALC AGM, which was very informative and had handed out to all members a list of all training courses available.

### 13. FINANCE

It was proposed by Cllr Cullingworth, seconded by Cllr Gosbee and **RESOLVED** by all members present to pay the accounts as follows. The Payments will be signed outside the meeting.

	FRITTENDEN PAYMENTS				
Cheque	GROSS	VAT	NET	SUPPLIER	DETAILS
102259	£156.49	£26.08	£130.41	Kent Grassland Services	Grounds maintenance
102260	£376.60	nil	£376.60	Mrs Michelle Rumble	Salary - November
102260	£72.81	nil	£72.81	Mrs Michelle Rumble	Expenses - November
102261	£94.20	nil	£94.20	HMRC	PAYE - November
102262	£15.00	nil	£15.00	Frittenden Memorial Hall	Hire of Hall
102263	£824.22	£137.37	£686.85	Capel Groundcare	Repairs to play area
102264	£41.60	£6.93	£34.67	Biffa	Service of litter bins - October
102265	£59.50	nil	£59.50	Mr Mike Cooper	Parts - Equipment Fund
102266	£115.50	£19.25	£96.25	Streetlights	Repair to street light - Bell & Jorrocks
102267	£5.50	nil	£5.50	Cllr Cullingworth	Safety tape
102268	£50.00	nil	£50.00	Mr Mark Plummer	Repairs to Gate
102269	£100.00	nil	£100.00	Mr Lester Gosbee	Grounds Maintenance
DD1101	£26.04	£1.24	£24.80	Eon	Street lighting energy - October
<b>TOTAL</b>	<b>£1,937.46</b>	<b>£190.87</b>	<b>£1,746.59</b>		

- Bank Mandate  
There was a Bank Mandate for HSBC to be signed by Cllr Riley who was being added as a signatory and two councillors who were existing signatories also signed the Bank Mandate, as did the Clerk as Secretary. This was proposed by Cllr Gosbee, seconded by Cllr Cullingworth and **RESOLVED** by all members present.
- Donations  
The Clerk will circulate the list of donations which were given at last year's meeting and this will be discussed at the December meeting.
- Budget 2018/19  
The Budget was discussed as was the increase in hours for the Clerk, this was due to the workload and to maintain a working Parish Council, this is what the Clerk felt was needed. This was **RESOLVED** by all members to accept. There were no other items on the Budget which they felt needed discussing. The precept required for 2018/19 would be £15,500. This will be taken to the December where it will be put forward that they accept the Budget and set the precept.  
The Equipment Fund was discussed amongst members and it was felt that Cllr Staples should speak with the Tent Team on the workings of this and report back at the meeting and any decision from that meeting will be put to the whole Council to make. Cllr Riley did state she felt the Equipment Fund finances should be transparent.

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There being no further business the Chairman closed the meeting at 9.25pm.

A Planning Meeting of the Parish Council was held at Upper Room, St Marys Church, Frittenden on Wednesday 8<sup>th</sup> November 2017 at 7.30pm

Present were: Mr A Staples (Chairman)  
Mrs J Croucher  
Mr L Gosbee  
Ms H Cullingworth  
Mr J Tuke

In attendance: The Clerk

**1. APOLOGIES FOR ABSENCE**

Cllr Vernon, Cllr Riley

**2. DECLARATIONS OF INTEREST** (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

**3. PLANNING APPLICATIONS**

Planning Application	Details	Comments
17/504433/FULL		<p>Perfect Place, Frittenden Road, Staplehurst Change of use from gypsy caravan site to mixed use for residential gypsy caravan site and for the keeping of horses, including the stationing of 6 caravans, of which no more than 3 shall be static, the erection of 3 amenity buildings, 3 stable buildings, fencing and laying of hard standing (part retrospective)</p> <p>The Parish Council members present wish to say that their existing objections to this application still stand but would also like to add the following comments.</p> <ul style="list-style-type: none"> <li>• Close to Heritage site</li> <li>• Increase in light pollution – detrimental to landscape</li> <li>• Volume of planings being delivered has increased considerably.</li> </ul> <p>It was proposed by Cllr Staples, seconded by Cllr Croucher and <b>RESOLVED</b> by all members present that they would like to see this application <b>REFUSED</b> on the above grounds and on the previous comments already made and submitted in September to Maidstone Borough Council.</p> <p>The Clerk will submit all comments again to Maidstone Borough Council.</p>

17/03514/FULL	Barnlea, Coldharbour Lane, Frittenden Erection of rear extension and link to existing building Proposed by Cllr Gosbee, seconded by Cllr Cullingworth. <b>RESOLVED</b> by all members present to <b>NO OBJECTION</b>
17/03278/FULL 17/03279/LBC	The Old Post Office, Frittenden Demolition and reconstruction of damaged bay windows. Listed Building Consent – Demolition and reconstruction of damaged bay windows Proposed by Cllr Cullingworth, seconded by Cllr Gosbee <b>RESOLVED</b> by all members present to <b>NO OBJECTION</b>
17/03328/FULL 17/03329/LBC	Broadlake, Mill Lane, Frittenden Single storey link between main house and adjacent oast. Listed Building Consent – Single storey link between main house and adjacent Oast. Proposed by Cllr Cullingworth, seconded by Cllr Gosbee and <b>RESOLVED</b> by all members present to <b>NO OBJECTION</b>

There being no further business the meeting closed at 8.00pm

A Meeting of the Parish Council was held at Frittenden Memorial Hall, Frittenden on Wednesday 13<sup>th</sup> December 2017 at 7.30pm

Present were: Mr A Staples (Chairman)  
Mr Richard Vernon  
Mrs J Croucher  
Mr L Gosbee  
Mrs H Cullingworth  
Mr J Tuke

In attendance: Hazel Gosbee, 1 member of the public and the Clerk – Mrs Michelle Rumble

A member of the public wished to speak on the Appeal, which the Parish Council would discuss later in the meeting. He stated that observations were that there are now 2 sites and that these are sub-divisions on the original site, many of these issues have already been aired which include drainage, light-pollution and traffic.

**1. APOLOGIES FOR ABSENCE**

Cllr Riley

**2. DECLARATIONS OF INTEREST** (in accordance with the Member's Code of Conduct, Part 2)

There were no declarations.

**3. BOROUGH & COUNTY COUNCILLOR UPDATE**

Cllr Hannam and Cllr Holden were not present at the meeting. Cllr Staples had attended a Parish Chairmen's meeting and spoke on the items which were relevant to the Parish Council. A new Data Protection Act comes into force in May 2018, the Clerk is attending a workshop in January on this. The Chairman is also on the waiting list for a place on this workshop. The Charity Commission have a guide on this on their website. The Local Plan is in progress and the definitive views on this will be out next year. They also spoke on the Budget and the problems they are having. Kelvin Hinton will be retiring next year. The Refuse and Recycling contract will go out for Tender next year and will be phased in from March to June 2019, but the Parish will end up with more bins and is likely to be weekly food waste, fortnightly garden waste(optional) and another bin for tins plastic and glass as well as bins for general refuse and paper.

**4. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING AND PLANNING MEETING**

It was **RESOLVED** by all members present that the minutes from the 21<sup>st</sup> November 2017 are a true and accurate record and that being the case Cllr Staples signed both.

**5. MATTERS ARISING FROM THOSE MINUTES**

Play equipment

The Clerk updated members that the further repairs which were agreed upon at the last meeting will be taking place shortly.

Hedges and Footpaths

As yet no letter had been sent to residents, but Cllr Cullingworth did mention that there was a resident with an overgrown hedge, she would speak with them first and following on from that the Clerk would send a letter.

Equipment Fund

Cllr Staples has a meeting with the Tent Team.

KALC Community Awards 2018

Cllr Staples thinks that this is something the Parish Council should do Cllr Tuke agreed to draft wording to put on the Community Facebook page

**6. SPEEDWATCH**

Cllr Croucher said that she emailed all volunteers regarding who was available over the Christmas period, she did state that since the equipment had been adjusted there were far fewer people recorded as speeding through the village.

**7. AFFORDABLE HOUSING**

Cllr Staples reported that a response had been received from Deborah Dixon (TWBC) and that KCC had responded on the traffic issues on each of the four sites being looked at, each of those sites had various traffic issues including Visibility and the connection to the existing pavement. It was suggested that a feasibility study should take place but the cost would fall to the Parish Council and there was no idea on cost at this moment in time. Deborah Dixon had spoken with Sarah Lewis at TWBC and that perhaps it could be considered by a Housing Association who might possibly put some money forward for this project, but this was not definite. Cllr Staples will discuss this with Sarah Lewis. Cllr Vernon asked that 1) Can a pavement be put in 2) If a pavement was put in to any of the site would planning permission be granted 3) Traffic assessment would be required on all sites.

Cllr Staples had completed a TWBC Housing Market Stakeholder questionnaire and his replies were read out at the meeting. All members **RESOLVED** that his replies were fine and that it should be submitted as the Council's response.

**8. GROUNDS MAINTENANCE CONTRACT 2018**

The Clerk and members discussed the Grounds Maintenance Contract and what if any changes should be made for the coming season. There was a question raised that the Hedge on Laundry Lane had not received its cut for the year. The Clerk will speak with the contractor on this. The Clerk will also meet with Cllr Cullingworth in the new year to look at the playing field and the cuts which take place there as the boundary edges are quite overgrown, and whether this should be added into the Contract. If this is the case the Clerk will forward the amended contract to all Councillors, take their views and report at the meeting in January.

**9. ROAD REPORT – GENERAL**

Cllr Gosbee reported pot holes around the village, there were also tyres which had not yet been removed. If they still haven't been collected then this will be reported to Paul Shipley. The fly tipping down Grandshore Lane has still not been removed, the main reason is that it is on private land and the owner can not be located. Kerry Wing from TWBC has been and carried out at a site visit at the school in regards to parking, and has stated that there is a problem but has no idea yet on how this could be solved. In regards to the Disabled bay, all residents of the Limes will be written to and asked if they have any objection to a Disabled bay being made. The pavements at the school which Cllr Gosbee has asked if they could be dropped will be looked at in the new Financial year. Grandshore Lane re-surfacing will not be completed until the new Financial year. Cllr Gosbee wished everyone a Merry Christmas. Cllr Croucher mentioned that the Parish Council does have its own salt gritter and this will be used on the pavements when it is very frosty and icy. Some members the Tent Team will be on call to do this. Cllr Staples

reported on the parking in Biddenden Road seen between 9.30 and 11.00am and is likely to be Larchmere visitors, staff and Frittenden residents.

**10. HEADCORN AIRFIELD REPORT**

Cllr Tuke gave his report on the Airfield, he reported that Spitfire flights for people is expanding and that they are hoping to bring in a Dakota DC3 which will drop people by parachute who will then stage fights with some Germans, this will also happen in France as well. Cllr Tuke reported that there shouldn't be an increase in traffic because of these extra flights, but it will be at least 12 months until this happens.

**12. PLANNING**

**New applications**

17/506097	<p>The Three Sons, Parkwood Lane Parallel Track TN12 0DF – Provision of mobile home unit and utility block/day room with associated parking and facilities for one family under gypsy status.</p> <p><b>Resolved to object.</b></p> <p>Councillors object to the application on a number of grounds:</p> <ol style="list-style-type: none"><li>1. The application contains no evidence to show that PPTS applies to this application and therefore the applicant must be considered in the same way as any application made by a member of the settled population.</li><li>2. The unauthorised development of the site to date should be a material consideration for refusing this application.</li><li>3. The development is unsustainable.</li><li>4. The development is not suitable.</li><li>5. The site floods.</li><li>6. No consideration has been given to road safety concerns in terms of highway access.</li><li>7. No consideration has been given to the lack of utilities including foul drainage and the risk of contamination with water courses already being contaminated.</li><li>8. The proximity to an adverse impact on ancient woodland and clear lack of the requisite buffer zone.</li><li>9. The risk to ecology.</li><li>10. The site is not in either the existing or emerging local plan and therefore not policy compliant.</li><li>11. The development will have and is having a material adverse effect on the residential amenity of neighbours.</li><li>12. The impact on the neighbourhood of light pollution (which is already the case due to existing unauthorised development).</li></ol>
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	<p>13. The development is out of character for what is (or was prior to unauthorised development) beautiful countryside and is already having an adverse impact on the character and appearance of the landscape of the area which is clearly worthy of protection.</p> <p>14. The development has a serious negative impact on the countryside and a negative impact on the neighbourhood.</p>
17/500169/ENF	<p>Appeal against Enforcement notice for hard standing and siting of a caravan at the Oaks, Frittenden Road, Staplehurst. KENT TN12 0DL</p> <p>Council comment:</p> <p>The Council fully supports the enforcement action taken by the Council and object to the appeal against the enforcement action.</p> <p>The Councillors object to the appeal on a number of grounds:</p> <ol style="list-style-type: none"> <li>1. There is no evidence to show that PPTS applies to the applicant and therefore the appeal must be considered in the same way as any application made by a member of the settled population.</li> <li>2. The unauthorised development of the site to date should be a material consideration for refusing this application.</li> <li>3. The development is unsustainable.</li> <li>4. The development is not suitable.</li> <li>5. The site floods.</li> <li>6. No consideration has been given to road safety concerns in terms of highway access.</li> <li>7. No consideration has been given to the lack of utilities including foul drainage and the risk of contamination with water courses already being contaminated.</li> <li>8. The proximity to an adverse impact on ancient woodland and clear lack of the requisite buffer zone.</li> <li>9. The risk to ecology.</li> <li>10. The site is not in either the existing or emerging local plan and therefore not policy compliant.</li> <li>11. The development will have and is having a material adverse effect on the residential amenity of neighbours.</li> <li>12. The impact on the neighbourhood of light pollution (which is already the case due to existing unauthorised development).</li> <li>13. The development is out of</li> </ol>

	<p>character for what is (or was prior to unauthorised development) beautiful countryside and is already having an adverse impact on the character and appearance of the landscape of the area which is clearly worthy of protection.</p> <p>14. The development has a serious negative impact on the countryside and a negative impact on the neighbourhood.</p> <p>15. The proximity of the development to listed buildings harms the environment of the heritage assets.</p> <p>16. The significance of heritage assets has been ignored by the development and this must be given weight and importance when considering the application for appeal.</p>
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### Outcome of previous applications

17/03229/FULL	1 Lower Buckhurst Cottages, Biddenden Road <b>APPLICATION APPROVED</b>
17/03329/LBC	Broadlake, Mill Lane, Frittenden Listed Building Consent <b>APPLICATION APPROVED</b>
17/03278/FULL	The Old Post Office, Frittenden <b>APPLICATION APPROVED</b>

### Planning Correspondence:

None

## 12 CORRESPONDENCE

None

## 13. FINANCE

It was proposed by Cllr Vernon, seconded by Cllr Croucher and **RESOLVED** by all members present to pay the accounts as follows. The Payments will be signed outside the meeting.

	FRITTENDEN PAYMENTS				
Chq number	GROSS	VAT	NET	SUPPLIER	DETAILS
102270	£156.49	£26.08	£130.41	Kent Grassland Services	Grounds maintenance
102271	£376.60	nil	£376.60	Mrs Michelle Rumble	Salary - November
102271	£38.82	nil	£38.82	Mrs Michelle Rumble	Expenses - November

102272	£94.20	nil	£94.20	HMRC	PAYE - November
102273	£15.00	nil	£15.00	Frittenden Memorial Hall	Hire of Hall
102274	£206.10	£34.35	£171.75	Streetlights	Repair to street light - Mill Lane/Valence view
DD1201	£26.04	£1.24	£24.80	Eon	Street lighting energy - November
<b>TOTAL</b>	<b>£913.25</b>	<b>£61.67</b>	<b>£851.58</b>		

- Donations  
The Donation list was circulated and it was proposed by Cllr Vernon, seconded by Cllr Cullingworth that all Donations are paid, minus the Young Kent donation as councillors were unsure what they did, once the Clerk has confirmed this and Councillors are happy then a Donation to them will be made.
- Budget 2018/19  
The Budget was discussed and it was **RESOLVED** by all member s present to add in £500.00 for the GDPR this would replace the £500.00 allocated to the Encampment, it was then proposed by Cllr Croucher, seconded by Cllr Cullingworth to agree the Budget for 2018/19 and set the precept at £15,500 for 2018/19. This was **RESOLVED** by all members present.

There being no further business the Chairman closed the meeting at 9.20pm.