

A Meeting of the Parish Council was held at St Mary's Church, The Street, Frittenden on Tuesday 21st June 2022 at 7.30pm.

Present were: Cllr A Staples (Chairman)
Cllr Tuke
Cllr Riley
Cllr L Gosbee
Cllr H Cullingworth
Cllr R Vernon
Cllr Murray

In attendance: Mrs E Nightingale (Clerk), Cllr Fairweather (Borough)

PUBLIC FORUM:

None

1. APOLOGIES FOR ABSENCE

Cllr Holden (County)

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

None

3. BOROUGH & COUNTY COUNCILLOR UPDATE

Cllr Fairweather reported that the new administration at TWBC was called the Borough Partnership. The Cabinet had been extended from 4 to 8 members, but this had been done in a way that would not cause additional costs to be incurred. Members from all parties, save the Conservative Party, plus an independent Councillor now sat on the Cabinet.

There have been very few meetings since the election whilst the new administration was finding its feet. The first Cabinet Meeting will take place at Cranbrook Vestry Hall on Thursday 23rd June. The intention was that the Cabinet would meet at various locations around the Borough to make it more accessible. However, concerns had been raised as to whether meetings away from the Cabinet Chamber would be capable of being live Webcast and/or whether the venues used would have hearing loops, therefore potentially making the Cabinet meeting less accessible. Questions had also been raised as to how having members and staff travelling to different locations sat with TWBC's stated aims of reducing its carbon footprint.

Cllr Gosbee had asked Cllr Fairweather if he had a budget to support local needs which might be allocated to assisting with the cost of fitting a hearing loop at the Memorial Hall. Cllr Fairweather confirmed that he did not, but he had a contact in KCC who might be able to assist. He would raise it with them. Cllr Riley noted that the Memorial Hall Committee had been able to negotiate a reduced installation fee and may have some budget left over from the funds obtained for the Queen's Jubilee. It might therefore be able to go ahead with the installation in any event. This will be ascertained once all Queen's Jubilee events had been completed.

4. TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING HELD ON THE 17th MAY 2022

It was proposed by Cllr Gosbee, seconded by Cllr Cullingworth, and **RESOLVED** that the Minutes from the Council meeting on 17th May 2022 are a true and accurate record of that meeting, subject to a handwritten correction to a typographical error. That being so, the Chairman signed the Minutes.

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

Private Event on the Parish Field

Nothing further had been heard in relation to this proposed event. Cllr Cullingworth understood that it was now to be held in a private garden.

Sainsbury's Bus

Cllr Vernon had been unable to identify the person managing the new bus service so further enquiries could be made as to whether it would be coming to Frittenden village. He will continue to make enquiries.

Annual Parish Assembly

Cllr Murray had agreed to update the Village Guide. This is a work in progress.

Dog Bags

The Clerk will liaise with Cllr Tuke in respect of the notices to be put on the dispensers.

Enquiry about frequency of hedge cutting in Laundry Lane

The Clerk confirmed that the Grounds Maintenance contract required the Parish Field side of the hedge to be cut once a year and the Laundry Lane side to be cut twice a year.

Insurance Cover

The Clerk had asked the broker for an explanation as to why only one quote was obtained for the cover placed for 2022/23. The broker had confirmed that two of the three insurers who had quoted for 2021/22 had now withdrawn from the market. There were very few insurers who offered the sort of cover needed by the Parish Council and so only one quote could be obtained.

6. ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2021/22

(a) Declaration of exemption from Limited Assurance Review

It was proposed by Cllr Staples, seconded by Cllr Vernon, and **RESOLVED** by all members present to approve the Certificate of Exemption completed by the Responsible Financial Officer. That being so, the Responsible Financial Officer and Chairman signed the Certificate of Exemption.

(b) Approval of Annual Governance Statement

It was proposed by Cllr Staples, seconded by Cllr Vernon, and **RESOLVED** by all members present to approve the Annual Governance Statement completed by the Clerk. That being so, the Chairman and Clerk signed the Annual Governance Statement

(c) Approval of Accounting Statement

It was proposed by Cllr Staples, seconded by Cllr Vernon, and **RESOLVED** by all members present to approve the Accounting Statement that had been signed and circulated by the

Responsible Financial Officer in advance of the meeting. That being so, it was signed by the Chairman.

The documents referred to above will be published on the Council's website together with the Internal Auditor's Report, Bank Reconciliation, Analysis of Variances & Notice of Public Rights. The documents referred to above and Notice of Public Rights will also be published on the Noticeboard.

7. PARISH CHAIRMEN'S MEETING

The Parish Chairmen met last week via Zoom and were introduced to the new Leader of TWBC and the new Head of Communities, who was Councillor for one of the Cranbrook Wards. Cllr Staples reported that the new administration had identified 5 priorities, but he was disappointed to find that the provision of social and affordable housing was only 4th on that list.

The Head of Communities was keen for the Cabinet to get out and about in the Borough and, as mentioned by Cllr Fairweather, its first meeting would be taking place in Cranbrook.

The Monitoring Officer had given a presentation. Cllr Staples noted that there was a new form for the declaration of pecuniary interests. He reminded Councillors that their declarations would need to be updated if their financial circumstances changed.

Cllr Staples also reported that the timetable for the Ward Boundary Review had slipped. Cllr Staples did not think that Borough Councillors properly understood the impact of moving to all out elections. Whilst it appeared that the decision made in that regard could still, in theory be reversed, this was unlikely to happen. Cllrs Staples and Harris (Goudhurst) strongly expressed a preference for single member wards, particularly for smaller rural communities, but he felt that the decision to move to multi-member wards for all was unlikely to be changed.

The next meeting is due to take place on 20th September 2022, which clashes with the Council Meeting scheduled to take place on that date. It was therefore agreed that the Council Meeting should be moved and the Clerk will ascertain the availability of the Hall before setting a new date.

8. QUEEN'S PLATINUM JUBILEE CELEBRATIONS

Feedback received to date suggested that the celebrations were very successful and well received. Cllr Riley noted that the celebrations were not yet finished because there were still live performance events coming up, for which tickets were available from Mike Fitzgerald and the Bell & Jorrocks.

Cllr Staples suggested that the following points should be noted for when similar events are planned in the future:

- It had been helpful to prepare formal risk assessments;
- The grounds maintenance contractors did not have the right equipment to prepare the Parish Field for the erection of marquees. In future, the contractor would need to mow the Field as normal two weeks before the event and then the volunteers would be needed to mow it again, using a ride or mower or similar, immediately before the marquees were put up;
- The pole which the beacon is mounted on is flammable;
- The events were well publicised generally, but the Knoxbridge side of the Parish and Ayleswade was forgotten about. Posters etc. should be put in those areas advertising community events that are to take place;

- A better sound system is needed for outdoor events as announcements were difficult to hear;
- More careful planning and stewarding is required for events involving vehicles moving around the Parish Field. A stall which was very attractive to children was situated in such a position that children were crossing the traffic route for the car parade. This should be avoided in future.

Cllr Riley took the opportunity to recognise the huge amount of volunteer effort that went into preparing the Memorial Hall for the events after the builders finished renovation works only a few days before the Jubilee weekend. The new equipment which the Hall was able to purchase with the jubilee grant funding it had received worked well and will make a big difference to the future use of the Hall.

9. LARCHMERE SUMMER FETE

Cllr Staples had circulated a request from Larchmere House for permission to use the corner of the Parish Field adjacent to it for its Summer Fete, together with his response thereto. It was proposed by Cllr Staples, seconded by Cllr Gosbee, and **RESOLVED** by all members present that it be noted that permission had been granted for this use and for vehicles to access the area via the Parish Field in order to set up before/clear up after the Summer Fete.

10. VILLAGE LITTER PICK

The litter pick will take place on 17th September 2022 between 10am and 12pm. The Council was grateful to Cllr Cullingworth for once again agreeing to organise this event.

11. SPEEDWATCH

Cllr Staples noted that 4 sessions had been planned but, once again, the group was very short of volunteers.

12. PLAYGROUND INSPECTIONS

Inspections were being undertaken by Cllr Gosbee this month and no issues had been noted with the equipment, however a large amount of litter had been left in the Parish Field and playground on one of the days he inspected. He raised whether the Parish Field should, once again, be locked at night, but this was not possible because there were no volunteers to attend to locking and unlocking the gate on a daily basis.

Cllr Murray reported that an attempt to reinstate the nut and bolt that had fallen from the basketball hoop backboard had failed because the wood was so rotten the bolt could not be secured. The backboard was held on by 3 other bolts which appeared to be secure. It was therefore left that this issue would be addressed alongside any other maintenance issues identified in the Annual Inspection by RoSPA, which was due to take place in July.

Cllr Cullingworth had received a request from a resident to pitch a tent on the Parish Field for their children to play in. The tent would only be there during the day and would be taken down at night. It was noted that there was a prohibition on camping on the Parish Field and the Council did not wish to set any precedents in that regard. It was agreed that the Clerk would check whether the Council's insurance arrangements might impact on its ability to give the permission sought.

13. COMMUNITY SHOP UPDATE

Cllr Murray reported that there would be a Village Meeting on 13th July 2022 at the Memorial Hall. It was hoped that the outcome of a grant application would be known by then. £150,000 was needed to go forward with the project. If the grant application was successful, total funding of £120,000 would be available and the Committee was confident that the final £30,000 could be raised through local corporate sponsorship. If the grant application was not successful, only £95,000 would be available, which would not be enough.

14. ROAD REPORT

Cllr Gosbee noted that Cranbrook Road would be closed for 4 days to allow resurfacing to be carried out. Potholes were also due to be repaired on Green Lane, between Bettenham Lane and Hareplain Road. However, Cllr Gosbee had been told that only the large potholes would be repaired. The smaller ones would remain.

There had been a lot of fly tipping. Park Wood Lane was impassable due to the amount of waste that was fly tipped on 6th June 2022. Fly tipping had also been reported on Dig Dog Lane, Bettenham Lane and Grandshore Lane.

Cllr Gosbee has reported a water leak on London Lane and this was being investigated.

Bettenham Bridge had now been properly repaired.

Cllr Cullingworth asked when the Paddock hedge would be cut by the Council's grounds maintenance contractor. The new growth had reached such an extent that it was restricting the view of oncoming traffic for the school crossing patrol.

15. PLANNING

New Applications

22/01557/SUB	Forge Cottage, The Street, Frittenden Submission of details in relation of conditions 4 (External Materials) and 6 (Contamination). With application 22/00622/FULL NOTED
22/01630/NMAMD	Pearsons Cottage, Cranbrook Road, Frittenden Non-material amendment in relation to 20/01457/FULL (Moving east elevation wall back at first floor level, amending brickwork) NOTED

Outcome of Previous applications

22/01058/FULL	Knoxbridge Farmhouse, Cranbrook, Frittenden Replace existing conservatory with two storey rear extension PERMISSION REFUSED
22/00940/LAWPRO	Rose Cottage Oast, Knoxbridge, Frittenden Lawful Development Certificate (Proposed): Provision of twin unit mobile home within the garden of the lawful dwelling house for use as additional accommodation by family members as part of one household CERTIFICATE ISSUED
22/00402/FULL	Park Cottage, Cranbrook Road, Frittenden

	Removal of existing oil tank, with replacement of new oil tank including new concrete base PERMISSION GRANTED
21/02876/SUB	Agricultural Barn at Appleton Farm, Green Lane, Frittenden Submission of Details in Relation to Condition 3 i (Materials), ii (Windows & Doors), iii (Wall Materials & details), iv (Refuse), 4 (Parking), 5 (Scheme of Enhancement for birds & bats), 6 (External Lighting), 8 (Landscaping) and 9 (Landscape Management Plan) of 18/03758/FULL APPLICATION PERMITTED
22/01197/FULL	1 Bourner Cottages, Dig Dog Lane, Frittenden Retrospective Planning Application: Demolition of conservatory & build a single storey rear extension PERMISSION GRANTED

Planning appeals

- None

16. GENERAL CORRESPONDENCE

- It was agreed that the Clerk would complete the TWBC Sports & Physical Activity Survey on behalf of the Council noting the very limited access residents had to sports and leisure facilities in the Parish.
- The Clerk had received emails from members of the Memorial Hall Committee thanking the donors to the Hardship Fund for their very kind gesture in agreeing to donate the balance remaining in the Fund upon it being wound up to the Memorial Hall.

17. FINANCE

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

FRITTENDEN PAYMENTS – June 2022					
Cheque Number	GROSS	VAT	NET	SUPPLIER	DETAILS
BACS	£20.00	Nil	£20.00	Memorial Hall	Hall Hire
BACS	£66.00	£11.00	£55.00	Four Jays Group	Hire of additional toilet for Queen's Jubilee
BACS	£200.00	£33.33	£166.67	D.T. Skip Hire	Hire of skip for Queen's Jubilee
BACS	£50.00	nil	£50.00	Alison Langlay Smith (Sissinghurst Flowers)	Flowers for Queen's Jubilee
BACS	£53.60	nil	£53.60	Mrs E Nightingale	Clerk's Expenses – June
BACS	£120.40	Nil	£120.40	Mrs E Nightingale	Clerk's Salary – June
BACS	£80.40	Nil	£80.40	HMRC	PAYE
BACS	£213.00	£35.50	£177.50	Kent Grassland Services Ltd	Grounds Maintenance – May
DD	£50.22	£2.39	£47.83	Npower	Street lighting energy – May
Total	£2,127.57	£133.11	£1,994.46		

ANY OTHER BUSINESS

- There will be a meeting of the Headcorn Aerodrome Consultative Committee on 28th June 2022. Cllr Tuke will attend on behalf of the Parish Council.

There being no further business, the meeting closed at 9:03 pm.

Chairman's Signature: _____

Date: _____