



# Rolvenden Parish Council

Minutes of a meeting of Rolvenden Parish Council held on Tuesday 10<sup>th</sup> December 2019 at 7.30pm in the Lounge, Monypenny, Rolvenden, Cranbrook, Kent TN17 4NF.

Present: Cllr Mrs D Curtain, (Chairman) Cllr Mrs L Walker (Vice Chairman), Cllr E Barham, Cllr S Bryant, Cllr A Johnstone, Cllr Mrs F May, Cllr Mrs I Newman, and Cllr G Tiltman

In attendance: Peter Setterfield PSLCC, Parish Clerk and Responsible Financial Officer.

Also attending: Ashford Borough Councillor K Walder and 8 members of the public.

## **356. Apologies for Absence:**

Cllr Mrs T Turner (family commitment)

## **357. Declarations of Interest:**

### **1. Declarations of Members' Disclosable Pecuniary Interests:**

None

### **2. Declarations of Members' Other Significant Interests:**

Cllr Mrs I Newman, trustee of the War Memorial Trust.

Cllr Mrs L Walker Rolvenden Village Fete

Cllr Mrs D Curtain, trustee of War Memorial Trust

Cllr E Barham trustee of the Basil Russel Trust, trustee of the Windmill Trust, Royal British Legion

### **3. Declarations of Members' Other Interests:**

Cllr G Tiltman, member of the Village Hall Management committee

Cllr S Bryant Chairman Rolvenden Football Club

## **358. Public participation:**

The PCSO attended for the first few minutes of the meeting and wished to remind residents about security awareness especially at Christmas and to have lights on timer switches to give the impression of someone being at home. Also when disposing of unwanted packaging to be vigilant not to advertise the presence of expensive electrical goods being present at the property.

A resident complained that for the last few weeks the road sweeper had not been round the Gatefield area. The Parish Clerk will contact Biffa to find out the reason for the lack of the service.

A resident new to the village mentioned the lack of street Christmas decorations in Rolvenden and Rolvenden Layne. This will be looked at a future meeting.

**359. Minutes:**

The minutes of the meetings held on 19<sup>th</sup> November 2019 were submitted, agreed as a true record and signed by the Chairman.

**360. Planning:**

Under Section 70 of the Town and Country Planning Act as amended by the Neighbourhood Planning Act 2017, local planning authorities must have regard to a post Examination Neighbourhood Plan if an Examiner has recommended that a local planning authority should finalise the draft plan with modifications.

So all future planning applications that we consider must refer to specific Neighbourhood Plan policies when being assessed and where relevant indicate which Neighbourhood Plan policy a proposal is not in compliance with and why, and vice versa.

**19/01200/AS** – The Little House, Frensham Road, Rolvenden – Demolition of existing garage to the side and erection of two storey side extension (with basement level), single storey rear extension, replacement windows, new access and driveway from Maytham Road.

**Resolved: The Parish Council supports the application, however, it does have serious concerns about changing the vehicular access to Maytham Road, whilst this is within a 30mph speed limit the local Speedwatch team have registered speeds in excess of this on a regular basis. Has an application been made to the Highways Authority for the installation of a crossover in Maytham Road. Also confirmation that the demolition works will be carried out in accordance with regulations as asbestos has been identified within the garage.**

**361. Telephone kiosk:**

Councillors are asked to consider the proposal put forward by a resident at the meeting of the Parish Council in November. The Parish Council should be aware that the approved supplier for the paint is X2 Connect who supply BT, the full kit of undercoat, top coat, wire brush and paint brushes cost £119 excluding deliver and VAT.

The Parish Council have agreed in principle to the project but would like to seek confirmation from its Insurers.

**362. Village Fete 2020:**

The Committee are scheduled to meet in January to take forward proposals in the meantime the Village Hall has been booked between 12 and 5.30pm.

**363. Finance:**

Payments authorised at the meeting

Cheque No.	Payee	Net amount	VAT	Payment
219 & 220	Staff costs			£775.99

221	Litter Picking			£120.00
222	Cornex Garage	£322.60	£64.52	£387.12
Direct debit	ID Mobile			£5.00
223	Tony Fullwood Associates	£1,504.80	£300.96	£1,805.76
224	D Curtain	£132,99	£26.60	£159.59
BACS	Rolvenden Rocket expenses			£759.43

Following debate it was agreed that Councillor Tiltman should receive the sum of £300 in advance in respect of expenses incurred in respect of the Rolvenden Rocket reimbursement for receipts will be made in the usual manner to minimise the amount he is out of pocket.

The Rolvenden Rocket was used as a shuttle bus for the Tenterden Christmas Market from the car park to the town in return the Parish Council has received a cheque in the sum of £461.76 towards the cost of providing outings on the Rocket. This will be held in a separate ringfenced account.

Report RPC/19/12 brings to the Parish Council a summary of the receipts and payments together with bank reconciliation and funds statement for the period ending 30<sup>th</sup> November 2019.

**Resolved:**

- 1. To receive and note Report RPC/19/12**
- 2. To receive and acknowledge the financial movements for the period 1<sup>st</sup> April 2019 to 30<sup>th</sup> November 2019.**

Councillors Curtain and Newman confirmed verification of the entries to the bank account.

The Parish Council has received an email from the Sussex-Lund grant regarding any environmental enhancement work the Parish Council may be wanting to start. The Sussex-Lund grant is now available and covers a range of environmental work including but not limited to increasing biodiversity, woodland management, invasive species control, planting native trees, increasing public access to sites etc. Although called the 'Sussex-Lund' the grant focuses on the High Weald and surrounding areas which can include the Parish.

The pond could be a consideration therefore further details are to be requested from Sussex-Lund and the matter considered further at the next Parish Council meeting.

**364. Budget 2020 / 21:**

**Report RPC/12/13** concludes the budget making process for 2020 / 2021 and makes recommendations to enable the Parish Council to set its precept for 2020 / 2021 and to notify the tax collecting authority, Ashford Borough Council, in accordance with statutory legislation.

**Resolved:**

- 1. To receive and note Report RPC/19/13.**
- 2. To approve the budget for 2020 / 2021 as follows:**

**Budgeted Payments**

Audit	600
Bank charges	72
Contingency	9,989
Donations	100
Grounds maintenance	12,000
Insurance	1,700
Loan repayments	10,000
Meetings	200
Phone Boxes	150
Play areas	1,500
Postage	50
Staff costs	9,500
Stationery	500
Subscriptions	900
Training	400
<b>Total</b>	<b>47661</b>

**Budgeted receipts**

Council tax support	1,011
Concurrent grant	1,910
Churchyard maintenance	2,320
precept	42180
War memorial maintenance	240
<b>Total</b>	<b>47661</b>

tax base	698
Band D equivalent	60.43
weekly equivalent	1.16
% increase	10

- 3. To confirm the Precept for 2020 / 2021 in accordance with the provisions in Sections 39, 41 and 50 of the Local Government Finance Act 1992.**
- 4. To authorise the Parish Clerk and Responsible Financial Officer of the Parish Council to sign the Precept demand on Ashford Borough Council.**

**365. Rolvenden Rocket:**

There are numerous bookings on the lead up to Christmas and some have been declined as no vehicle available. A full progress review of the Rocket will take place in January.

**366. Halden Field:**

Councillor Barham reported that the temporary car park was being broken up and that all of the houses are now complete.

**367. Highways matters:**

No response has been forthcoming the Parish Clerk to follow up.

**368. Items for information:**

Councillor Tiltman reported that the window refurbishment at the Village Hall has now commenced.

**369. Exclusion of the Public and Press:**

**Resolved: that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media to be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.**

**370. Financial Position**

**Resolved: to include as an agenda item for the January meeting of the Parish Council**

There being no further business the meeting closed at 9.50pm.