



Rolvenden Parish Council

Minutes of a meeting of Rolvenden Parish Council held in Rolvenden Village Hall, Rolvenden on 15th June 2023 at 7.30pm.

Present: Cllr Mrs D Curtain (Chairman), Cllr Mrs D Bray, Cllr S Bryant, Cllr N Cackett, Cllr K Walder, and Cllr Mrs L Walker.

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

Also present: 2 members of the public

892. **Apologies for absence:**

Cllr Mrs L Barwise and E Barham

893. **Declarations of interest:**

- a. **Disclosable Interests:** Under the Localism Act 2011 to be made relating to items on the agenda.

None.

- b. **Other Significant Interests:** Under the code of conduct adopted in May 2021 by the Parish Council, to be made relating to items on this agenda.

Cllr S Bryant, Trustee of War Memorial Trust
Cllr Mrs L Walker, Village Hall Management Committee
Cllr Mrs D Curtain, Trustee of War Memorial Trust.

- c. **Other Interests:** not required to be disclosed under (a) and (b) but voluntary announcements made only for transparency reasons.

Cllr K Walder as the current ward member for Ashford Borough Council will not take part in matters relating to planning.

894. **Public Participation:**

There were no public submissions.

895. **Ashford Borough Councillor's Report:**

Council business has been slow following the election as time has been taken to set up the relevant committees and the cabinet now that the overall political control has changed.

Two rural Special Constables have been appointed who attended the recent farmers market it is suggested that they are invited to attend a Parish Council meeting to introduce themselves.

896. **Minutes:**

The minutes of the Annual Parish Council meeting were submitted, agreed as a true record and signed by the Chairman.

897. **Planning:**

Planning application PA/2023/0943 – Great Maytham Hall, Apartment 1, Maytham Road, Rolvenden – Listed Building Consent for replacing existing glass in 8no windows (3 to front elevation, 3 to the rear and 2 to the side) with slimline double glazed units and repainted.

Resolved: To not submit any comments.

Planning application PA/2023/0922 – Puddingcake Field, Hedgeberry Farm, Rolvenden Hill, Rolvenden – proposed extension to existing stable building and provision of septic tank.

Resolved: The Parish Council objects to the application on the following grounds:

- 1. The application is contrary to the Rolvenden Neighbourhood Plan Policy RNP1 clauses a and d in that the design is not of high quality situated in open farmland where it would fail to integrate into the landscape.**
- 2. The application is contrary to the Rolvenden Neighbourhood Plan Policy RNP3 clauses a and b as the proposals do not enhance the Area of Outstanding Natural Beauty and can be clearly see from the road at the bottom of the hill.**
- 3. The application is contrary to the Rolvenden Neighbourhood Plan Policy RNP4 clauses a and b the application does not demonstrate justification for the activities proposed and it detracts from the distinct quality of the landscape.**
- 4. The application is contrary to the Ashford Local Plan Policy SP1 clauses b and d as it fails to conserve and enhance the natural environment it is not of high quality design and does not respond to the prevailing character of the area.**
- 5. The application is contrary to Ashford Local Plan Policy SP6 clauses a and h in that the plans lack character and distinctiveness.**
- 6. The application is contrary to Ashford Local Plan Policy HOU5, clause e, does not enhance the natural environment, clause f not of high quality design. building or of exceptional design.**
- 7. The application is contrary to Ashford Local Plan Policy ENV3b in that it does not enhance the landscape.**
- 8. We consider this to be creeping development. A previous application 21/01327/AS was not permitted. However the applicant is now submitting elements of that application as separate subsequent applications which if permitted, over a period of time will result in them achieving the same result as if application 21/01327/AS had been allowed to go ahead.**

Planning application PA/2023/0954 – 14 Rolvenden Hill, Rolvenden – Proposed replacement dwelling (alterations to consented scheme PA/2022/2249).

Resolved: The Parish Council objects to the application on the grounds of overdevelopment of the site which is outside of the built confines of the village

898. **Rolvenden History Group:**

Whilst the Parish Council had previously awarded a grant to the group to move the project forward further research showed that a dedicated PC would be required and that 2 to 3

people would need to volunteer to process the information. The group has therefore at this stage decided that due to the lack of volunteers that the project will be put on hold.

899. **General Risk Assessment:**

Report RPC/23/03 encloses the General Risk Assessment prepared as part of the end of financial year procedures prior to the internal audit being undertaken.

Resolved:

1. **To receive and note Report RPC/23/03**
2. **To receive and note the content of the General Risk Assessment.**

900. **Asset Register:**

Report RPC/23/04 encloses details of the Parish Council's assets.

Resolved:

1. **To receive and note Report RPC/23/04.**
2. **To receive and note the content of the asset register.**

901. **Report of the Independent Internal Auditor:**

Report RPC/23/05 encloses the report of the Independent Internal Auditor who has been asked to complete the Annual Internal Audit Report section of the Annual Governance and Accountability Return to the Council's External Auditor, Mazars LLP.

Resolved:

1. **To receive and note Report RPC/23/05**
2. **To receive and endorse the report of the Independent Internal Auditor.**

902. **Statement on internal control:**

Report RPC/23/06 details the Statement on Internal Control to support the Annual Governance and Accountability Return for the year ended 31 March 2023.

Resolved:

1. **To receive and note Report RPC/23/06.**
2. **To approve and endorse the Statement on Internal Control for the year ended 31 March 2023.**
3. **To authorise the Chairman of the Parish Council to sign the Statement of Internal Control for the year ended 31 March 2023.**
4. **To respond "Yes" in boxes 1 to 8 of the Annual Governance Statement at Section 1 of the Annual Return subject to the adoption of Report RPC/23/06 which relates specifically to Box 6.**
5. **To authorise the Chairman of the Parish Council to sign the Annual Governance Statement.**

903. **Statement of accounts:**

Report RPC/23/07 attaches the Statement of Accounts for the year ended **31 March 2023**.

Resolved:

1. **To receive and note Report RPC/23/07.**

2. To approve and endorse the Annual Governance Statement at Section 2 of the Annual Return for the year ended 31 March 2023.
3. To authorise the Chairman of the Parish Council to sign the accounts contained within the Annual Return for 2022/23 and the Annual Governance Statement.

904. **Finance:**

Schedule of payments:

Litter picking	£120.00
Staff costs	£1,304.43
H J Hoad (Audit)	£190.00
Tompsett Landscaping	£2,105.62 (VAT £350.94)
Kent Association of Local Councils	£120.00 (VAT £20.00)

Funds received:

HMRC VAT refund	£5,037.55
Rent (held on behalf of Thoburn Land Trust)	£975.00

Cllr Mrs Curtain verified the entries through the Bank Account.

Resolved:

1. To receive and note Report RPC/23/08
2. To receive and acknowledge the financial movements for the period 1st April 2023 to 31st May 2023.

905. **Street lights:**

Ashford Borough Council together with Kent County Council are currently undertaking a review of streetlighting throughout the Borough. A number of street lights are at present owned by Ashford Borough Council and maintained under contract by Kent County Council.

The lights owned by the Borough Council need to be brought up to Kent County Council standards in order that they can be transferred to KCC saving the Borough Council the maintenance costs.

As part of the review a number have been highlighted as not necessary by KCC and/or the Borough Council. With these lights it is possible that the Parish Council will be given the option to adopt these columns and become responsible for the electricity costs, maintenance and replacement as and when required.

The columns identified for Rolvenden are as follows:

Road name	Ward	Parish	Location	Unit No
Sparkeswood Avenue	Rolvenden & Tenterden West	Rolvenden	ON F/P S/O 1 HIGH STREET	MSCN001
Sparkeswood Avenue	Rolvenden & Tenterden West	Rolvenden	O/S 1	MSCN002
Sparkeswood Avenue	Rolvenden & Tenterden West	Rolvenden	O/S 11	MSCN003

Sparkeswood Avenue	Rolvenden & Tenterden West	Rolvenden	ON F/P R/O 12	MSCN004
Sparkeswood Avenue	Rolvenden & Tenterden West	Rolvenden	O/S 30	MSCN005
Sparkeswood Avenue	Rolvenden & Tenterden West	Rolvenden	S/O 9	MSCN006
Gatefield Road	Rolvenden & Tenterden West	Rolvenden	O/S 27/28	MGAE001

The Parish Council is asked to consider if these lights are required and if so to seek an indication as to the potential costs involved in order that the Parish Council's budget can be increased accordingly.

Resolved: to take no action at the present time.

906. **Other items for information:**

Concern was raised about the notification that the number 2 bus service is to be withdrawn, comment was made that it has been unreliable on times recently. The matter will be taken up with the County Councillor.

There being no further business the meeting closed at 8:25pm.