



# Rolvenden Parish Council

In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 this meeting was held as a virtual meeting.

Minutes of the virtual meeting conducted at 7.30pm on 27<sup>th</sup> April 2021.

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

In attendance: Peter Setterfield PSLCC, Parish Clerk and Responsible Officer, Ashford Borough Councillor K Walder plus the developer and planning consultant for Kingsgate Corner and 5 residents

The Chairman agreed to consider items 14 and 15 of the agenda before item 7.

534. **Apologies for absence:**

There were no apologies for absence

535. **Declarations of Interest:**

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

None.

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

Cllr Mrs D Curtain, trustee of War Memorial Trust, Finance payment to electrician (family connection)

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

Cllr Mrs I Newman, trustee of War Memorial Trust, trustee of the Non-Ecclesiastical Charities.

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

Cllr L Walker Rolvenden Village Fete, Secretary Rolvenden Football Club

Cllr Mrs T Turner, allotment holder

536. **Planning matters:**

1 **Kingsgate Corner:** Prior to an application being submitted to Ashford Borough Council updated plans were shared with the Council for comment. The scheme has been revised to 5 two bed homes and 1 three bed home.

Comments from members revolved around the oak tree and its potential future size given that the end plot is under the canopy at this stage. It was suggested that the tree be removed.

The architect and developer will look at the options available given the comments and asked if any more could be submitted before Friday as they were looking to submit the application to Ashford Borough Council in the next two to three weeks.

- 2 **21/00537/AS – Kemsdale House, Sandhurst Lane, Rolvenden** – Erection of a single storey side/rear extension.

**Resolved: The Parish Council supports the application.**

**Councillor F May arrived.**

- 3 **21/00576/AS – Oak View , Hastings Road, Rolvenden** – the construction of a new barn building and associated hardstanding and access for the provision of 2 no. stables, tack room, tractor store and hay barn.

**Resolved: The Parish Council supports the application.**

- 4 **21/00639/AS – Chessenden, Benenden Road, Rolvenden** – Erection of open sided oak frame gazebo

**Resolved: The Parish Council supports the application subject to a condition that the structure remains open sided.**

- 5 **21/00650/AS – 7 Maytham Road, Rolvenden** – Re-alignment and alteration of party wall and removal of existing wall.

**Resolved: The Parish Council supports the application.**

**Borough Councillor K Walder joined the meeting.**

537. **Minutes:**

The minutes of the meeting held on 16<sup>th</sup> March 2021 were submitted, approved as a true record to be signed by the Chairman at a time when restrictions on meeting in person are relaxed.

538. **Governance Review:**

The Governance Review by Hoey Ainscough has been completed and their final report submitted for consideration by councillors. There are a number of recommendations contained within the report which will be considered at a future meeting of the Council.

**Resolved: The Parish Council acknowledge receipt of the report.**

539. **Land Bequest:**

No progress on the transfer of land has been made, it was agreed that further consideration would be given at the June meeting of the Parish Council.

540. **Allotments:**

The Parish Council are still awaiting confirmation that the land is to be transferred to its ownership. Once this has been confirmed the Parish Council can then look to establish a lease in favour of the members of the Rolvenden Allotment Gardens. Until such time as the ownership of the land is finalised it would be inappropriate for the Parish Council to fund any works that may be required.

Councillor Tiltman circulated some photos and a quotation for the clearance of an area to enable more plots to be made available.

Councillor Bryant offered to provide the requisite machines and labour to undertake the clearance at no cost. Councillor Barham offered to support. It was left to the allotment committee to decide if they wish to take up the offer and liaise direct with Councillor Bryant.

It was proposed and **Resolved that the Parish Council would pay the South East Water application fee.**

541. **Finance:**

Schedule of payments:

Care Bear Scheme	£100.00
Staff costs	£915.09
Litter picking	£150.00
Sharky Sparky (defib installation)	£210.00 (VAT £35.00)
Tompsett landscaping	£755.40 (VAT £125.90)
KALC subscription	£666.46 (VAT £111.08)
Hoey Ainscough Associates	£1,200.00 (VAT £200.00)
Zurich Insurance	£806.77

Funds received in March:

S106 Layne play area	£14,818.46
S106 play area maintenance	£15,138.12
ABC re Rolvenden Rocket	£3,963.10

Councillors Mrs Curtain and Mrs Newman verified the bank transactions.

**Resolved:**

- 1. To authorise the payment of the invoices presented at the meeting**
- 2. To receive and note Report RPC/20/14**
- 3. To receive and acknowledge the financial movements for the period 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021.**

542. **Care Bear Scheme:**

The scheme has been very successful and with restrictions beginning to be lifted the number of families taking advantage of the scheme has reduced. After consultation with the Tenterden Foodbank consideration needs to be given to suspending the scheme with the remaining funds being ringfenced in case the scheme is required again in the future.

**Resolved: the remaining funds in the Care Bear Scheme to be ringfenced for future usage.**

543. **Annual Newsletter:**

Last year it was not possible to produce a physical newsletter due to the Coronavirus lockdown, therefore an online version was produced and well received. Members were asked if they wish to produce an online version again this year.

**Resolved: the Council will produce an online newsletter this year.**

544. **Annual Parish Meeting**

Having considered all the factors we will hold a short Annual Parish Meeting online on April 29<sup>th</sup>. Then in the summer when all restrictions are lifted we hold an event that combines the updates from local groups, (and gives an opportunity for them to gain new members) and the Newcomers Welcome Party. Councillors can be available for informal discussion and questions with residents.

Councillor Bryant wanted to know why there was no mention of the stolen funds on the Agenda for the Annual Parish Meeting. The Chairman confirmed it will be summarised in her report.

545. **Play Area at the Layne:**

The order has been placed for the equipment, a date for the pre-installation inspection is currently awaited as is a date for the installation.

546. **Meeting dates:**

The legislation which permits the Parish Council to meet virtually is due to expire on 7<sup>th</sup> May 2021, which would normally mean that meetings would be held in person. However the current restrictions imposed by the Government on gatherings prevents meetings taking place. Whilst the restrictions are due to be relaxed on 17<sup>th</sup> May, subject to various criteria being met, there will still be a limit of 6 for indoor meetings in community buildings. Full removal of restrictions is not expected until 21<sup>st</sup> June.

Contact has been made with the Church, who are guided by the Church of England for re-opening, who have no indication as to when we will be able to meet there but will advise the Clerk as soon as a date is made available.

The current recommendation from the National Association of Local Councils is to hold the Parish Council's Annual meeting before the 7<sup>th</sup> May virtually, by law this meeting has to be held in May. Before any face to face meetings are held a full risk assessment has to be undertaken and confirmation received from the Parish Council's Insurers that any risks are covered.

As a consequence it is strongly recommended that the Annual Parish Council is held on Tuesday 4<sup>th</sup> May 2021. It is also recommended that the date of the following meetings of the Parish Council be held in abeyance until such time as a Covid safe venue and meeting can be arranged. The Parish Council by law only has to meet on three other occasions during the year.

**Resolved: The next meeting of the Parish Council will be held on 4<sup>th</sup> May 2021 and the June meeting will be held on 22<sup>nd</sup> June if restrictions permit and a venue is available.**

547. **Memorial Bench**

A request has been received for the installation of a memorial bench on the High Street. Kent Highways have been consulted and have confirmed the possibility but

would like the support of the Parish Council which will reduce the formalities and costs.

**Resolved: The Parish Council would submit an application for the bench to be sited at Gatefield subject to agreement that no tributes would be left at the site as they would be a distraction to motorists.**

548. **Stolen Funds:**

The Case file is still awaited from Wellers Hedley a further request will be made to expedite. Councillor Curtain to contact Kent Police to ascertain if the trial transcript can be released to the Solicitor reviewing the case.

549. **Other items for information:**

Speedwatch are currently looking for volunteers as number have declined, articles have been placed in the Parish Magazine and on Rolvenden Update so far 4 volunteers have come forward.

There being no further business the meeting closed at 9.00pm.