



Rolvenden Parish Council

Minutes of a meeting of Rolvenden Parish Council held in Rolvenden Village Hall, Rolvenden on 20th July 2023 at 7.30pm.

Present: Mrs L Walker (Vice-Chairman), Mrs L Barwise, Cllr Mrs D Bray, Cllr S Bryant, and Cllr N Cackett,.

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

Also present: 1 member of the public

907. **Apologies for absence:**

Cllr Mrs D Curtain, unwell and Cllr K Walder, Borough Council meeting

908. **Parish Council Vacancies:**

a. **Rolvenden Layne:**

The vacancy has occurred as insufficient candidates were nominated at the May 2023 election. As a consequence the vacancy was advertised but only one application was received.

Resolved: to Co-Opt Jordan Kelly to represent Rolvenden Layne, Declaration of Acceptance of Office to be signed prior to the next scheduled meeting of the Parish Council.

b. **The Streyte:**

At the May 2023 election Mr E Barham was elected to represent the Streyte, however he requested by email on 12th May that it was unlikely that he would be attending the May meeting due to a family commitment and requested that he be allowed to sign his Declaration of Acceptance of Office at a subsequent meeting. The Parish Council resolved that the Acceptance could be signed at the next scheduled meeting of the Parish Council.

On 14th June Mr Barham emailed the Chairman, copying in the Clerk, to say that he would be unable to attend the Parish Council meeting the next day as he had to attend a reception of the National Garden Scheme at Sissinghurst Castle. No request was made to extend the time to complete the Declaration of Acceptance of Office.

The Clerk spoke with the Chairman and it was agreed that advice should be sought from Electoral Services at Ashford Borough Council as to the process to be followed. This advice was sought by email and a response was received on the day of the meeting from the Electoral Services Manager that if the Declaration of Acceptance of Office was not signed at the meeting then a casual vacancy will have arisen.

As Mr Barham did not sign his Declaration of Acceptance of Office Ashford Borough Council issued notice of vacancy as a result of failure to sign the acceptance.

Cllr Bryant demanded answers and wanted a review of the Clerk's actions undertaken.

909. **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

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

910. **Public participation:**

Mr Barham read a statement disagreeing with the way that his non signing of his declaration of Acceptance of Office was dealt with implying that the Clerk had exceeded his authority and should be made to pay for the election.

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

No report submitted.

912. **Minutes:**

The minutes of the Parish Council meeting held on 15th June 2023 were submitted, approved as a true record and signed by the Vice-Chairman

913. **Planning:**

Planning application PA/2023/1214 Land North of 2 Fairview Cottages, Hastings Road, Rolvenden – Proposed construction of a new four-bedroom detached dwelling following demolition of existing former commercial poultry building and car barn.

Resolved: The Parish Council object to the application for the following reasons:

The application is contrary to the following policies of the Rolvenden Neighbourhood Plan:

- **RNP1 clause a as the design does not respond to the heritage and distinctive characteristics of the area.**
- **RNP1 clause d as the design is not integrated into the landscape.**
- **RNP3 clause a as the proposals do not conserve and enhance the landscape and scenic beauty of the High Weald Area of Outstanding Natural Beauty.**
- **RNP4 clause a the proposal does not demonstrate it is justifiable in the context of national protection.**
- **RNP4 clause b in that the design does not enhance the distinctive quality of the landscape.**
- **RNP8 in that the policy encourages 1 or 2 bedroom properties which would fit well in the character of the area.**

The application is contrary to the following policies of the Ashford Local Plan:

- **SP1 clause b as the proposals do not enhance the natural environment of the designated landscape.**
- **SP1 clause d the design does not respond to the prevailing character of the area.**
- **SP6 the design of the proposal does not demonstrate careful consideration of the specified criteria.**
- **ENV3a clause e the proposal does not take into account the pattern and distribution of the settlement, roads and footpaths.**
- **ENV3a clause g the proposal does not take into account the setting, scale, layout and design of vernacular buildings.**
- **ENV3b the application is situated in the High Weald AONB**

The application is also contrary to NPPF clause 176 which requires the conservation and enhancement of Areas of Outstanding Natural Beauty.

Planning application PA/2023/1218 34 Maytham Road, Rolvenden – Demolition of the bay window and existing rear extension. Proposed new front entrance, two-storey side extension, single-storey rear extension, and amended fenestration.

Resolved: The Parish Council supports the application.

Listed Building application PA/2023/1219 34 Maytham Road, Rolvenden – Demolition of the front bay window/porch and existing rear extension. Proposed new front entrance, two-storey side extension, amended fenestration including the reintroduction of sliding sash windows, internal alterations including removal and erection of partition walls and associated works.

Resolved: The Parish Council supports the application.

Listed Building application PA/2023/1209 Cherry Garden Farm, Hastings Road, Rolvenden – Listed Building Consent to re-instate historic window with suitable glazing – diamond paned with leaded lights and remove adjacent small modern window in panel to left and re-render panel in lime.

Resolved: The Parish Council supports the application.

914. **Finance:**
Schedule of payments

Tompsett Landscaping (April)	£1,988.02 (VAT £331.34)
Tompsett Landscaping (June)	£2,105.62 (VAT £350.94)
Staff costs	£1,378.63
Litter picking	£150.00
Society of Local Council Clerks	£117.60
Thoburn Land Trust	£975.00
I Hemsley	£45.00

Cllr N Cackett verified the entries through the Bank Account.

Resolved:

- 1. To receive and note Report RPC/23/09**
- 2. To receive and acknowledge the financial movements for the period 1st April 2023 to 30th June 2023.**

915. **Highways:**

The width restriction signs on the triangle at Frog's Lane were installed incorrectly and without approval. Kent Highways will be correcting this.

916. **Play areas:**

a. **Streyte Play area:**

The War Memorial Trust, the land owner, has requested that the basket ball hoop and post are removed as this is located outside of the fenced play area and a hazard for cricketers when fielding.

Resolved: to meet with the War Memorial Trust to determine a new position for the basket ball hoop.

The bark surfacing in the play area needs replenishing the Council is asked to approve requesting the Contractor to obtain and install the bark.

Resolved: to request the Contractor to obtain and install the bark.

The Parish Council is required under the terms of its insurance to undertake a weekly visual inspection of its play equipment and complete a check list to be retained in the event of any incidents being reported.

Resolved: that J Kelly will undertake the weekly visual inspection of the play area and equipment.

b. **Layne Play area:**

As can be seen from the picture below an area of the safety surface has lifted, this is not covered under the guarantee for the play equipment. The Council is asked to give approval for a specialist contractor to quote for the repair.



Resolved: To contact the company who installed the play equipment as the surface should not have lifted at the corner.

The bark surfacing in the play area needs replenishing the Council is asked to approve requesting the Contractor to obtain and install the bark.

Resolved: to request the Contractor to obtain and install the bark.

The Parish Council is required under the terms of its insurance to undertake a weekly visual inspection of its play equipment and complete a check list to be retained in the event of any incidents being reported.

Resolved: that Cllr D Bray will undertake the weekly visual inspection of the play area and equipment.

917. **Former Vicarage:**

The Parish Council is asked if it wishes to apply to Ashford Borough Council for a Tree Preservation Order to be placed on the Liquidamber tree in the garden to protect it prior to the redevelopment of the site.

Resolved: To apply to Ashford Borough Council for a tree preservation order.

918. **Community Resilience Plan:**

Creating a Community Resilience Plan is good practice so that in the event of an emergency you can:

- Use local resources to help emergency services with their response
- Help those in the community that are vulnerable
- Help manage the response of the voluntary sector

Communities that spend time planning for emergencies are able to deal with them better and recover faster.

Whilst Rolvenden responded well during the pandemic it would have been helpful to have a documented plan to work with. Kent Resilience Forum have produced a template which if used will enable all to work together.

During an incident, Ashford Borough Council will continue to lead on the response with the emergency services where relevant but a local community plan allows a local response in the first instance and play a vital role in helping residents.

The Parish Council is asked if it wishes to undertake the completion of a Community Resilience Plan.

Resolved to carry the subject forward to the September meeting and circulate the template to indicate the amount of work required, with the possibility of setting up a working group to complete the plan.

919. **Kent County Council Local Transport Plan:**

The Local Transport Plan is the Council's statutory plan and the current consultation concerns the development of the fifth iteration of the plan for Kent. More information on this consultation and the supporting information including the Health Impact Assessment and Equalities Impact Assessment which can be viewed at www.kent.gov.uk/ltp5 there will be a second consultation on a full draft plan once priority scheme proposals for Kent have been determined across each District. The purpose of doing a two stage consultation is so that views from stakeholders at this stage can then inform the remaining development of the plan, before a full draft is consulted on.

Resolved to take no action at this time.

There being no further business the meeting closed at 8:10 pm.

