

**HIGH HALDEN PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**held on Monday 9 September 2024 at 7pm in the Memorial Hall**

**101/24 Administration:** Fire Exits, Fire Meeting Point, Mobile Phones. The Clerk confirmed that there has been no requests to record the meeting.

**102/24 Present and Apologies**

**Present:** Cllr. Sargent (Chairman for this meeting), Cllrs: Mrs. Amsler, Ms. Dawes, Mr. Drury, Mrs. Pickering, Mrs Wheeler.

**In Attendance:** Mrs L Goldsmith (Clerk), Ward Member Alan Pickering, 3 members of the public.

**Apologies:** An apology for absence was received from Cllr. Robinson and the reason for absence was accepted.

**103/24 Declarations of Interest:**

Cllr Mrs Pickering: Voluntary Declaration as the spouse of the ward member.

**104/24 Minutes of the meeting of the 12 August 2024:**

**Resolved:** That the Minutes of the Parish Council meeting held on the 12 August 2024 be approved and confirmed as a true record.

**105/24 Report from the Clerk (information purposes only):**

Planning Seminar: In response to questions raised by a member of the public at the last meeting the Clerk reported that neighbourhood consultation for planning applications will still take place and that the need to demonstrate a Biodiversity Net Gain will still apply.

**106/24 Open Session:**

A member of the public reported that the Martens Lane street sign is damaged.

It was reported that a number of streetlights along the A28 have been damaged by catapults.

**107/24 Highways Improvement Plan**

The Community Engagement Officer has advised a scheme to make school keep clear markings enforceable is still progressing and will hopefully move towards the Traffic Regulation Order stage soon.

**Bus Stop update:**

The Community Engagement Officer has advised that the cost of the scheme to create one or two parking spaces and an area for the buses will greatly depend on what sort of traffic management will be required which will be established in the detailed design. The Community Engagement Officer is hopeful that KCC can fund the scheme and hopes to forward drawings for the design very soon.

**Footpath AT165** The Clerk was asked to report to PROW that shire horses on the land adjacent to a section of the AT165 footpath have been intimidating walkers

**108/24 Allotments**

**To approve drainage works at the allotments**

Members noted that the landowner had carried out some additional drainage works to the allotments at a cost of £1,530.00 (excluding VAT).

**Resolved:** To reimburse the landowner for the total cost of the drainage works of £1,530.00 (excluding VAT).

**To approve the installation of a tap and underground pipework**

Cllr. Drury had previously explained that the existing tap, which was a temporary measure, is located too far from the allotments and that it would be beneficial if an additional tap with the associated pipework could be installed. The Clerk and Cllr. Drury had recently met with the landowner to discuss the required works.

**Resolved:** To accept a quote of £1,060.00 for additional underground pipework and the installation of a tap.

**To approve a S106 application for the above works**

The Clerk suggested that the above works could qualify for S106 funding.

**Resolved:** The Clerk to submit a S106 application for the additional drainage works, pipework and tap.

Initials: .....

#### **109/24 Newsletter**

The Clerk has prepared a draft copy of the newsletter. Cllr. Dawes has set the articles out. The newsletter will be printed and distributed this week.

**Resolved: To approve the newsletter for printing.**

#### **110/24 .gov.uk website domain and email addresses**

The Clerk advised Members that recent communication from the external auditor states that to assist with compliance with the General Data Protection Regulations (GDPR), it is advised that Clerks provide official '.gov.uk' email accounts to their councillors, which must only be used for official council business. If the Council has not created a generic email address by 31 March 2025, then this could result in either a qualification or other matter on the 2024/2025 AGAR. It was agreed that the Clerk should investigate the implications of switching to a '.gov.uk' email account with Hugo Fox, the website provider, who are in the final stages of their Nominet application and expecting to receive a .gov.uk certification very soon. In addition to the domain Hugo Fox will be offering .gov.uk email addresses and estimate that they will charge £1.99 (excluding VAT) per inbox.

#### **111/24 Ransley Field/Sage Homes**

Cllrs. Sargent, Robinson, Drury and the Clerk met with representatives from Sage Homes on site at Ransley Fields on the 15 August 2024 and carried out a walkabout. Sage Homes agreed that the landscaping is a mess and that the site is presenting poorly. Sage Homes explained that Southern Housing were, up until now, responsible for the landscaping and that Sage Homes will not take responsibility for it until it is of a standard acceptable to them for handover. Sage Homes agreed to follow up on this with Southern Housing. In terms of anti-social behaviour Sage Homes explained that they can only take action on tenancy related matters but urged residents to continue to report any incidents to Kent Police.

#### **112/24 RoSPA Inspection**

Members considered quotes obtained by the Clerk for the remedial works suggested in the reports following the recent RoSPA inspection of the playgrounds at Jubilee Park and Hookstead.

**Resolved: To accept a quote from Aspire for all the remedial works.**

*The Chair invited Cllr. Pickering to lead on the planning proposals.*

#### **113/24 Planning**

**To discuss any planning applications received:**

##### **OTH/2024/1524 & 1576: Duxbury, Church Hill, High Halden**

Details submitted pursuant to condition 3 (materials) of planning permission PA/2024/0208 and Listed Building Consent PA/2024/0244.

**Resolved: No comment.**

##### **NOT/2024/1494: Marten Farm, Martens Lane, High Halden**

Prior Notification for the conversion of 3 existing barns into 3 individual dwellings.

**Resolved: We feel we cannot comment on this proposal until we have further information**

##### **PA/2024/1446: Quince Tree Orchard, Ashford Road, High Halden**

Proposed new crossover to create an entrance/exit driveway.

**Resolved: Support. We support the application provided the required visibility splays are submitted and are to the satisfaction of KCC Highways**

##### **PA/2024/1594: 2 Maynard Villas, Ashford Road, High Halden**

Replacement of 5 no.window and 2 no.doors.

**Resolved: Support.**

**Planning applications received after the distribution of the agenda:**

None to consider.

**Approvals:**

##### **PA/2024/0472: Moat Farm House, Oak Grove Lane, High Halden**

Erection of 1no. dwelling following demolition of existing garage.

##### **OTH/2024/1060: Land to south of New Barn Farm, Ashford Road, High Halden**

Details submitted pursuant to condition 2 (Materials), 3 (Landscaping Scheme), 8 (Drainage), 9 (Lighting), 10 (Biodiversity) of planning permission PA/2022/2493

**Refusals:**

##### **PA/2024/1125: Springbourne Farm, Harris Lane, High Halden**

Erection of replacement barn.

Initials: .....

**Withdrawn**

**PA/2024/0613: Rectory Barn, Greenside, High Halden**

Erection of two residential dwellings, two bay

**Other Planning Matters**

**1 ] Appeals:**

AP-90678: Appeal Boniface House, Shawlands Lane PA/2024/0451

AP-90668: Appeal Land known as Oakleigh Field west of Oakleigh Farm, PA

**2] Planning and its implications for us under the new Government Seminar**

Members noted a copy of the presentation slides circulated by the Clerk following an online presentation held on the 21 August 2024 on the possible implications for planning with the new Government. It was noted that the housing target for ABC is not to be increased.

**114/24 Financial Report:**

**/24-1 To note the completion of the limited assurance review year ending 31 March 2024**

Members were pleased to note that the External Auditor has completed the review of Sections 1 and 2 of the Annual Governance & Accountability Return (AGAR) and have concluded that the information is in accordance with Proper Practices and that no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

**/24-2 Notice of Conclusion of Audit**

The Clerk has arranged for the Notice of Conclusion of the Audit to be displayed on the website and noticeboard along with the relevant sections of the AGAR.

**/24-3 To agree payments in accordance with the Budget:**

Cllr. Dawes checked the invoices against the payment schedule and it was and it was **resolved** for Cllrs. Drury and Dawes to authorise the payments online. Cllr. Sargent, as the Chair, initialled the payment list and Cllr. Dawes signed and dated the bank reconciliation as at the 9 September 2024 in accordance with the adopted Financial Regulations.

**Receipts:** None received.

**Payments :**

<b>Cheque/Transfer</b>	<b>Details</b>	<b>£</b>
Transfer	Louise Goldsmith (Clerks Expenses)	71.90
Transfer	Louise Goldsmith (Clerks Salary)	807.52
Transfer	HMRC	201.80
Transfer	Barrie Croucher (Caretaker Services)	114.40
Transfer	Mint Fresh (Bus Stop Cleaning)	51.48
Transfer	Forvis Mazars	504.00
Transfer	Viking (Ink and Stationery)	62.83
Transfer	Npower	256.42
DD	Google Cloud	96.00
DD	Hugo Fox (Website)	2.99

**Balances as at 9 September 2024**

**Unity Trust Current Account: £6,884.90**

**Unity Trust Savings Account: £33,165.79**

**Total: £40,050.69**

**115/24 Reports:**

**/24-1 Ward member:**

Ward Member Alan Pickering advised Members that is has been a quiet summer at ABC with plans to move to International House ongoing. Ward Member Alan Pickering has been in regular contact with concerned residents and enforcement regarding the rubbish and activities at Hatchentan,

Initials: .....

**/24-2 Highways:** It was suggested and agreed to include a request for a reduction of the speed limit on The Chennells in the next review of the Highways Improvement Plan. The Clerk was asked to report that the manhole inspection covers, both in the road and on the pavement, at the end of Halden Close need attention. The footpath opposite Millfield is blocked by the hedge. The laurel hedge from Halden Close towards the village hall is encroaching on to the footpath.

**/24-3 Marketing/projects:** Nothing to report.

**/24-4 KALC:** It was noted that the next meeting is due to be held on the 25 September 2024.

**116/24 Information items:**

**/24-1 HHVEC Update:**

Cllr. Sargent advised that HHVEC is working towards holding a boot fair on the recreation ground after the football season. It is hoped that this will be a good fund raising event for another summer event.

**/24-2 National Planning Policy Framework Consultation:** Noted.

**117/24 Items for the next Parish Council meeting:**

**Strimmer for the Churchyard**

**Wildflower meadow project.**

Cllr. Amsler gave her apologies for the next meeting.

**118/24 Date of the next meeting.**

**The next Parish Council Meeting will be held on Monday 14 October 2024 at 7pm in the Memorial Hall.**

With no further business to transact the meeting closed at 8.23pm

Signed: .....

Date: .....

Initials: .....