

HIGH HALDEN PARISH COUNCIL
Minutes of the Parish Council Meeting
held on Monday 9 June 2025 at 7pm in the Memorial Hall

51/25 Administration: Fire Exits, Fire Meeting Point, Mobile Phones. The Clerk confirmed that there has been no requests to record the meeting.

52/25 Present and Apologies

Present: Cllr. Wheeler (Chairman for this meeting), Cllrs Mrs. K. Hoath, Ms. J. Morgan, Mr. J. Pearson.

In Attendance: Mrs L Goldsmith (Clerk), Ward Member Alan Pickering, 14 members of the public.

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

53/25 Declarations of Interest: None.

54/25 Minutes of the meeting held on the 12 May 2025

Resolved: That the Minutes of the Annual Parish Council meeting held on the 12 May 2025 be approved and confirmed as a true record.

55/25 Report from the Clerk (information purposes only):

Exercise of Public Rights: The period for the Exercise of Public Rights commenced on the 3 June 2025 and ends on the 14 July 2025. The Clerk has placed the Notice on the website and noticeboards.

The annual RoSPA inspection of the playground equipment at both Jubilee Park and Hookstead will be carried out next month.

56/25 Ward Member Report:

Ward Member Alan Pickering advised that unfortunately there was no update on the enforcement action at Hatchentan. There is a new Officer in charge of the case and they are currently on annual leave. Ward Member Alan Pickering asked if a Member could join a virtual meeting due to take place the next day with ABC Officers and Tenterden Town Council. Ward Member Alan Pickering advised that the Government is considering selling the Sevington border control, a facility built for post-Brexit customs checks, following the recent UK-EU trade pact.

57/25 Open Session:

A member of the public asked if the road sign in line with the new Traffic Regulation Order on Church Hill has been installed.

A member of the public asked if the potholes on Martens Hill Lane could be re-reported.

A number of members of the public expressed their concern about the speed of traffic on the A28 and asked for information on traffic calming schemes which was provided.

A member of the public requested that a sign on the A28 on the approach to Millfield to mark the junction be reinstated.

A member of the public made a request for 30mph repeater signs on the A28 through the village. It was explained that repeater signs are not installed on roads with street lighting.

Concerns were expressed about the number of cyclists and e-scooters on footpaths.

A member of the public expressed concern about the amount of dog waste on the footpaths and on the verges. It was explained that a poster campaign, with posters designed by the school children, will be displayed around the parish and on social media.

A member of the public queried the decision on a previous planning application for the site associated with PA/2025/0791. It was explained that the proposal had been approved by ABC in error.

A member of the public spoke in support of planning proposal PA/2025/0791.

A second member of the public spoke in support of planning proposal PA/2025/0791 and commented on previous submissions made by the Parish Council on similar proposals.

A member of the public asked for information on the effectiveness of Speedwatch and on how to become a volunteer.

Initials:

58/25 Highway Matters

Annual Review of the Highways Improvement Plan.

It was noted that the Clerk has finally received some dates for a virtual meeting with the Community Engagement Officer to discuss the list of suggested priorities in the Highways Improvement Plan. It was agreed to notify the Clerk which, if any, of the dates Members could make.

Faults

Church Hill: A damaged sign on the public footpath at the top of the hill has been reported along with the sign with two broken posts at the bottom of the hill. The Clerk has also requested that the drains are cleansed along Church Hill. Cllr. Hoath reported that the streetlight, labelled column 13, in The Chennells is not working.

8pm Ward Member Alan Pickering left the meeting

59/25 Kent Police/Community Warden

It was noted that the new CSU Inspector, Simon Johnson, has responded to communication from the Clerk to express the disappointment of the Parish Council with the fact that residents have reported incidents but have not received any updates/feedback. The Inspector has advised that Kent Police are very keen to provide feedback on the work of the Beat Officers and that the principal method of updating residents is through My Community Voice and that there is also a two-way communication function where residents are able to respond. The Clerk advised that Kent Police will shortly be seeking residents' views on their concerns to assist them with focussing their neighbourhood policing response. The Inspector has asked PC Laker to attend a future meeting to provide an update to members and to encourage residents to sign-up to My Community Voice, so that they can receive the regular updates on policing in their area.

8.05pm Standing orders were lowered to allow two members of the public to speak.

The members of the public discussed their concerns about anti-social behaviour and a lack of feedback from Kent Police.

It was agreed to discuss further concerns about catapulting and the use of e-scooters with PC Darren Laker at a future meeting.

It was noted that Richard Sinden, the Community Warden, has injured his back and has been signed off duty and is expected to be off for at least another two weeks. Members suggested and agreed that the Clerk requests a review meeting with Adam McKinley, Team Leader for the Community Warden Service.

60/25 Sports Pavilion

Annual Inspection:

Cllrs. Haigh, Hoath, Morgan, Wheeler and the Clerk met with the Caretaker on the 13 May 2025 to carry out the annual inspection of the pavilion. It was noted that an EICR, which must be carried out every 5 years on a public building, was carried out in January 2023.

Fire Safety Test:

The Clerk has obtained two quotes for a Fire Risk Assessment for the pavilion.

Resolved: To accept a quote of £495.00 from Morgan Fire and for the assessment to be carried out after the PAT Testing.

Remedial works:

Damage to ceiling: The Clerk and the caretaker will be meeting with David Sivyver, the original builder, tomorrow evening to discuss the works required to a damaged area of ceiling in the changing room and to obtain a quote.

PAT Testing: The Clerk reported that BMS Electrical Ltd. will attend on Monday 23 June 2025 to carry out a PAT Test.

External Light and Oven: On the 23 June 2025 BMS Electrical will also inspect and repair two external lights that are not working and will also assess the oven. HHVEC reported that the main oven tripped the electrics when they attempted to use it for the Boot Fair.

Floors: The Clerk will obtain some quotes for a deep clean of the floors.

Water Meter Update:

The Clerk reported that South East Water used to read the meter wirelessly but have not been able to establish a connection in recent years. The Clerk has requested that an equipment search engineer attends to try and locate the meter which is believed to be buried in the area adjacent to the gate. The Clerk has also asked Aspire for a quote to assist with removing some of the grass to try and locate the meter.

Initials:

61/25 Football Hire/Memorandum of Agreement

The Clerk has circulated a copy of the current hire agreement for the sports pavilion and a copy of the Memorandum of Understanding in place with both football clubs for the use of the pavilion and the pitches. It was noted that the Memorandum of Understanding expires at the end of August 2025. It was agreed for the Clerk to prepare a draft new agreement for the hire of the football pitches to be considered at the next meeting.

62/25 Football Pitch Hire

One of the coaches for Hornets has been approached by the coach for an under 9 Tenterden team about hiring the lower pitch for seven v seven home matches on a Saturday. The team have a training pitch booked at Homewood for the 2025/26 season so only require the pitch at Jubilee Park for home games. It was noted that Hornets currently use the pitch on a Saturday morning. However, the Clerk reported that the coaches know each other and are happy to ensure that matches do not clash. It was agreed that the Clerk should advise the team coach that in principle Members would agree to them hiring the pitch subject to agreeing a hire fee. The Clerk will discuss a hire fee with the coach.

63/25 Community Resilience Planning

The Clerk reported that neither Bethersden nor Woodchurch Parish Council would be interesting in merging and developing a joint Community Resilience Plan. Bethersden have a plan in place and Woodchurch have started one but have currently put the project on hold. It was agreed to postpone the development of a Community Resilience Plan until ACRE Kent are operational.

64/25 Neighbourhood Development Plan (NDP)

Members considered the results of a survey prepared by the Clerk to find out if the community think it would be a good idea for the Parish Council to develop an NDP should government funding be available. Of the 52 responses received 88% would, in principle, support a proposal for the Parish Council to develop a NDP if funding is available. 18 respondents suggested that they might be interested in joining a Steering Group. It was agreed to defer a decision about developing a Neighbourhood Plan until the government has confirmed that grant funding will be available. It was suggested and agreed that the Clerk should contact the respondents interested in joining a Steering Group to explain the situation.

65/25 Speedwatch

It was noted that the Clerk is currently the co-ordinator for the Speedwatch Scheme and that there are only currently two other volunteers. The Clerk advised that the scheme should be run by the community and not by the Clerk and that more volunteers are urgently required. The Clerk will continue to post details about the scheme and how to help on social media and the website.

66/25 Policies

Schedule of Policies:

Members noted the schedule of policies and the review dates which had been circulated by the Clerk.

Guidance Note on the use of Village Greens

It was suggested and agreed that the Clerk produces a guidance note on the restrictions on the use of village greens. Village greens are protected by ancient legislation, the Commons Act 1876, together with the Inclosure Act 1857.

67/25 Ashford Community Champion Award

The Ashford Community Awards 2025 have been launched to celebrate local champions and inspiring individuals who make a significant contribution to their communities. ABC are inviting nominations by the 12 July 2025 for people who have delivered community service by outstanding achievement or have made a dedicated contribution. Members discussed two nominations.

Resolved: To nominate David Ball for the Community Champion Award.

Initials:

68/25 Planning

PLANNING APPLICATIONS

PA/2025/0791: Land 100m East of Homestall Farm, Ashford Road, High Halden

Erection of 2no. residential dwellings, associated parking and landscaping.

Resolved: We would like to make the following comments:

The land is outside the village confines which was done specifically to stop this type of ribbon development.

We note that the comparisons given in the Planning Statement are not comparable.

The bus service does not exist as suggested in the proposal.

The concerns raised by KCC on visibility splays need to be addressed

PA/2025/0848: Bridge Park, Shawlands Lane, High Halden

Outbuilding containing hyrdo pool and home gym with tractor/lawnmower storage.

Resolved: No objection to the above proposal subject to a condition that the proposed building is not to become separate ancillary accommodation.

PA/2025/0862: Moat Farm House, Oak View, Oak Grove Lane, High Halden

Lawful Development Certificate: Existing – the use of annexe as a separate dwelling (use class C3) for than four years.

Resolved: No comment.

DECISIONS FROM ABC: *Response from HHPC in italics*

APPROVALS:

PA/2025/0165: Silver Oaks, Ashford Road, High Halden

Proposed detached double garage, boundary treatments and the creation of a new access.

Resolved: Support.

NOT/2025/0820: Land approx. 400m north east of Rawsley Farm, Cripple Hill, High Halden

Prior notification for an agricultural storage building.

Resolved: Support.

NOT/2025/0402: Lion House, Church Hill, High Halden

T2 Apple – with basal decay fell to ground level; T8 Conifer island – 4 x bramble choked western red cedar fell to ground level.

Resolved: To leave the decision to the Tree Officer. We are mindful of the nesting season.

PA/2025/0548: Farrowleigh, Woodchurch Road, High Halden

Proposed installation of solar panels and heat pump.

Resolved: Support.

REFUSALS: None to consider.

WITHDRAWN: None to consider.

Other Planning Matters

ENFORCEMENT CASES:

Hatchentan, alleged illegal dumping of waste: There was no update.

ENF/2025/0107: Old Place Farm, Woodchurch Road, alleged erection of building.

The Clerk reported that Enforcement at ABC is assessing their findings before deciding what action to take.

APPEALS:

AP- 90723: Greenluck Farm, Harris Lane:

Two bedroom log cabin style dwellings with associated parking and garden areas. **Appeal dismissed.**

AP- 90688: Appeal Homestall Farm, Ashford Road, PA2024/0799: Appeal dismissed.

Three members of the public left the meeting.

69/25 Financial Report:

/25-1 To receive the updated accounts for 2025/2026

Members received the updated accounts for 2025/2026

/25-2 To receive a bank reconciliation as at the 31 May 2025

Members received the bank reconciliation as at the 31 May 2025

Resolved: Cllr. Morgan to sign the bank reconciliation in accordance with the Financial Regulations.

Initials:

/25-3 To agree payments in accordance with the Budget:

The invoices against the payment schedule were checked. It was **resolved** for Cllrs. Wheeler and Morgan to authorise the payments online. Cllr. Wheeler as the Chair, initialled the payments list in accordance with the adopted Financial Regulations.

Receipts:

Date		Amount
13/05/2025	HMRC VAT Refund	1896.66

Balances as at 31 May 2025

Unity Trust Current Account: £6,282.72

Unity Trust Savings Account: £44,913.76

Total: £51,196.53

Reference	Payee	Invoice	Description of Transaction	Gross
50/25	Louise Goldsmith		Expenses	71.90
51/25	M I Payroll		Payroll Services	25.00
52/25	Npower	32MQ2222	Sports Pavilion Electricity	97.39
53/25	Louise Goldsmith		Reimbursement Microsoft Office, Norton, Padlock	208.97
54/25	Barrie Croucher		Caretaking Services May 2025	73.26
55/25	Mint Fresh	186MAY25	Bus Stop Cleaning	82.98
DD	Unity Trust		Monthly Charge	6.00
DD	Hugo Fox		Website	2.99
DD	Google Cloud	5264267359	Gmail Account	24.00
SO	HMRC		Clerks Tax and NI	311.55
SO	Louise Goldsmith		Salary	850.80
		Total		1754.84

70/25 Information items:

/25-1 HHVEC Update:

Cllr. Hoath reported that Boot Fair had been very well attended. There were 31 boots in total which raised £310.00 and £327.00 was raised from the sale of refreshments making a total of £637.00. The Chequers Inn kindly donated the cost of the food served and the Hi Vis Jackets. It was agreed that HHVEC and all the volunteers had done an amazing job and in particular the stewards on the road. It was agreed to give permission for HHVEC to hold another Boot Fair at Jubilee Park on Monday 25 August 2025 from 7am to 2pm subject to a copy of the risk assessment, traffic plan and insurance. Permission was also granted for HHVEC to hold the next event, the Summer Fayre, which is to be held on the village green on Saturday 28 June 2025 from 12pm to 5pm subject to sight of a risk assessment.

9.00pm: In accordance with the Standing Orders a resolution was passed to continue with the meeting.

One member of the public left the meeting

/25-2 KALC: The Clerk has circulated a copy of the draft minutes of the Area Committee meeting held on the 28 May 2025 which Cllr. Hoath attended on behalf of the Parish Council. The Clerk reported that unfortunately Kent Police had not attended the meeting but it was clear most parishes are experiencing the same anti-social issues with incidents of catapulting and e-scooters on pavements and road. KALC is holding an Extraordinary General Meeting on Thursday 19 June 2025, (to be now held at the Ashford International Hotel), to discuss the implications of the proposed Local Government Reorganisation for Parish Councils. Cllrs. Hoath, Morgan and the Clerk will be attending to represent the Parish Council.

/25-3 Local Government Reorganisation Training: It was noted that the Clerk will be attending the following KALC courses which have been paid for by Capel Parish Council: 16 July 2025, Transfer of Assets; 31 July, Contract Management; 8 September 2024, Procurement.

Initials:

/25-4 ABC Consultation on Homelessness Strategy: It was agreed for Members to send any comments to the Clerk to complete the survey.

/25-5 Request for a meeting from Tenterden Town Council: The Vice Chair of the Planning Committee for Tenterden Town Centre would like to meet with the Clerk and a nominated Member to discuss any future developments that might affect Tenterden and High Halden. Cllr. Hoath offered to attend the meeting with the Clerk. The Clerk will obtain some dates.

71/25 Items for the next Parish Council meeting:

Nothing additional.

72/25 Confidential Items:

None to consider.

73/25 Date of the next meeting.

Parish Council Meeting: Monday 14 July 2025 at 7pm

With no further business to transact the meeting closed at 9.04pm

Signed: Date:

Initials: