

SHADOXHURST PARISH COUNCIL

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MINUTES 403

Minutes of the Ordinary Parish Council Meeting held in The Pavilion on Wednesday 12 October 2016 at 7.30 pm

PRESENT: Mr D Ledger (Chair), Mrs S Ellis, Mrs C Procter, Mr R Crowley,
and Mr M Richmond Coggan

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLORS:

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were no Members of the Public present for parts of the meeting.

1. **APOLOGIES FOR ABSENCE**

An Apology for Absence was received from Mr K Carroll (personal commitment)

2. **DECLARATIONS OF PECUNIARY AND SIGNIFICANT INTEREST**

Declarations of Pecuniary Interest

There were no Declarations of Pecuniary Interest.

Declarations of Significant Interest

There were no Declarations of Significant Interest.

i) **Updating of Declarations of Interest for the Code of Conduct**

Councillors are reminded that they should update their Declarations of Interest with the Monitoring Officer if necessary.

3. **ACCEPTANCE OF MINUTES OF PREVIOUS MEETING**

Minutes 402 of the meeting held on 2 August 2016 were accepted and it was unanimously agreed that Mr Ledger should sign them.

Proposed Mr Richmond Coggan Seconded Mrs Procter

4. **BOROUGH COUNCILLORS' REPORTS**

Neither Borough Councillor was in attendance.

5. **COUNTY COUNCILLOR'S REPORT**

Councillor Angell was unable to attend the meeting.

PUBLIC INTERVAL

There were no Members of the Public present at this point in the meeting. After their arrival the chairman invited questions and comments.

6. MATTERS FOR REPORT ARISING FROM THE PREVIOUS MINUTES

There were no Matters Arising not covered on the agenda.

7. CHAIRMAN'S REPORT

Mr Ledger reported that the road gullies have been cleaned.

Mr Ledger and Mr Procter are meeting representatives of Kent Highways on 7 November to discuss the possibility of reducing the speed limit through the parish.

The next Village Forum is due to be held on 25 October at 7.30 pm.

8. SHADOXHURST WEBSITE

Mrs Ellis and Mr Richmond Coggan are meeting with Mr Stanley on 18 October to discuss the website.

9. VILLAGE HALL, PAVILION, RECREATION FIELD AND VILLAGE GREEN**Inspection of Village Hall and Pavilion before and following Hiring**

Mr Richmond Coggan in November

Mr Ledger and Mrs Ellis in December

Mrs Procter in January

Mr Crowley in February

Mr Carroll in March

Mr Porter in April

Councillors will liaise with each other if they are unable to inspect the hall.

General Issues relating to the Village Hall

The kettle has disappeared. Mrs Procter offered to donate one.

The Clerk will ask the electrician to check the extension in the cupboard installed by Future Scholars.

General Issues relating to the Pavilion

Nothing to report.

Mrs Procter, Mr Carroll and Mr Ledger will meet to deal with general issues relating to the hall and pavilion in future and report back at Parish Council meetings.

General Issues relating to the Field/Car Park/Play Area/Village Sign/Village Green

Nothing to report.

Drainage of Recreation Field

Resolution: Councillors unanimously agreed to accept the quote from Landscape Services to vertidrain the field at a cost of £900.

Proposed Mr Ledger Seconded Mrs Procter

Repairs to the Surface of the Recreation Field Car Park

Councillors thanked Mr Cooper for preparing the specification and Mr Richmond Coggan will email the Clerk the names of 3 contractors to approach for a quotation.

Grounds Maintenance for the 2017 Growing Season

The Clerk will invite quotations for grounds maintenance for the next growing season.

Quotation for Maintenance of Area around Village Sign

Mr Richmond Coggan reported that his gardener had been away and so he had not managed to get a quote for work needed to the area around the Village sign.

The Play Inspection Co Annual Inspection Report

Mr Crowley and Mr Ledger will liaise regarding the work needed following the report.

Provision of Community Exercise Equipment

Mr Crowley will continue to investigate grant funding.

10. CORRESPONDENCE, FINANCE AND OTHER COUNCIL BUSINESS

EDF re Meter Readings

KALC Notice of 69th AGM – 19th November 2016

EMAIL CORRESPONDENCE – Forwarded to all Councillors with email

NALC/KALC re the Local Government finance settlement 2017/2018 technical consultation (closes 28/10/16). Government proposals include consideration about the extension of council tax referendums to all local precepting authorities including small parish councils such as ours.

Bank Reconciliation - Long Term Deposit account

Opening Balance	510.00	Balance per Current Account	510.00
Refund of Deposit	<u>50.00</u>	Less Uncleared Cheque	<u>50.00</u>
	460.00		460.00

Bank Reconciliation – Treasurers Account

Opening Balance	21006.30	Balance per Treasurers Account	33338.70
Add Receipts	<u>23747.16</u>	Plus Uncleared Receipts	<u>386.50</u>
	44753.46		33725.20
Less Payments	<u>14013.00</u>	Less Uncleared Payments	<u>2684.74</u>
	30740.46		31040.46
		Plus Uncleared Deposit Received	<u>000.00</u>
			31040.46
		Less Uncleared Deposit Refunds	<u>300.00</u>
			30740.46
Less Earmarked Funds	<u>4911.31</u>	Less Earmarked Funds	<u>4911.31</u>
AVAILABLE FUNDS	25829.15	AVAILABLE FUNDS	25829.15

Earmarked Funds

	Balance 13.09.16	+/- Oct	Balance 12.10.16
Recreation Facilities Budget 2016/2017	3000.00		3000.00
Bulb and Tree Planting + Planters Repairs to 2 Planters	650.00	260.00	390.00
Recycling	1521.31		1521.31
TOTAL	5171.31	260.00	4911.31

Accounts to be paid

PAYEE	DETAILS	CHQ NO	NET	VAT	GROSS
Mrs J Batt	Salary Expenses General Admin	890	435.25 7.74 21.76		464.75
Mr R Harris	Village Hall Cleaning Village Hall Caretaking	891	120.00 130.00		250.00
Mr R Harris	Materials for Work to V Hall	892	45.01	9.00	54.01
Clive Stanley	Webmaster Services	893	169.00		169.00
L Fenton	Repairs to V Hall Taps	894	35.00		35.00
PKF Littlejohn	Audit Fee 2016	895	200.00	40.00	240.00
Hirer of Village Hall	Deposit Refund	896	150.00		150.00
KCC	Consumables – cancelled	897	28.15	5.63	33.78
Solid Style	Repairs to 2 x Planters	897	260.00		260.00
From L T Deposit a/c					
Hirer of Village Hall	Deposit Refund		50.00		50.00

Councillors unanimously agreed to pay the above accounts and agreed with the amended Direct Debit Payments taken on 17 of each month.

EDF - £239.00 – Village Hall and EDF - £16.00 – Pavilion

Proposed Mrs Ellis Seconded Mr Ledger

Preparation of Budget and Setting of Precept for 2017/2018 Financial Year

The budget will be prepared in time for the December meeting.

Review of Standing Orders for Transparency

Councillors unanimously agreed that the Standing Orders are appropriate for this council.

Risk Assessment

Councillors will endeavour to complete a risk assessment in time for the auditors visit on 27 October.

Provision of Public Telephone in Shadoxhurst

Councillors strongly object to the removal of the telephone box from Woodchurch Road as it is the only public telephone in the village and we cannot be sure that all our parishioners have access to a landline or mobile phone.

Due to the development taking place in the area and the increase in traffic driving through the village the use of this telephone is likely to rise over the next few years.

BT has a public service agreement with members of the public and cannot remove a public telephone just because it is not profitable.

11. PLANNING

Please see attached list.

Any other matters related to Planning issues within the Parish

The Clerk was asked to contact the Planning Department as councillors expressed concern that the following conditions have not been complied with on the Oakfields development: -

Five trees have yet to be planted

The reptile fence along the western edge is not in place

The bird boxes do not appear to be in place

The Clerk will contact the Planning Department and ask for a full report on what is and what is not allowed on certain sites along Nickley Wood Road

Mr Ledger is investigating the possibility of producing a Neighbourhood Plan or Village Envelope Design following a letter received from a resident regarding a proposed development in the area.

The Clerk will contact ABC regarding advertising hoardings in the parish.

12. OUTSIDE REPORTS**Footpath Warden**

Nothing to report.

13. VILLAGE RESPONSIBILITIES**Items to be reported to the KHS/PROW**

Nothing to report.

14. ITEMS FOR INCLUSION ON THE AGENDA FOR THE NEXT MEETING

Neighbourhood Plans/Village Envelope Designs
Speed Control

15. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

Mr Ledger will attend the Highways Parish Seminar on behalf of the council.

The next Parish Council meeting is due to be held on Wednesday 9 November 2016 in The Pavilion.

There being no other business the meeting closed at 9.46 pm.

Signed..... Dated
Chairman

SHADOXHURST PARISH COUNCIL

RECORD OF PLANNING APPLICATIONS

2016

OCTOBER 2016

16/01431/AS Milee, Nickley Wood Road, Shadoxhurst, Ashford, Kent TN26 1HX
Change of use of land for the stationing of 4 gypsy pitches and associated development and the erection of a goat barn
Consultation Date: 20.10.16
Planning Officer: Claire Marchant
Parish Council: OBJECT
Councillors would like this application to be deferred so that they can be fully apprised of all the information relating to the judicial review and previous planning history.
The application does not reflect the current situation. There are already static vans on the site not shown on the plan.

If the officer is minded to support councillors would like the application elevated to the planning committee

16/01465/AS Little Criol Wood, Criol Lane, Shadoxhurst, Ashford, Kent TN26 1AQ
Change of use of the land to increase area permitted under 15/00321/AS and stationing of second mobile home
Parish Council: OBJECTS on the grounds that an application for a house was turned down last year and 2 mobile homes represents an overdevelopment of the site

16/01232/AS Three Oak Drive, Nickley Wood Road, Shadoxhurst, Ashford, Kent, TN26 1LZ
Stationing of two additional mobile homes (retrospective) – Includes amended description
Parish Council: OBJECT on the grounds that it is a retrospective application and overdevelopment of the site

Decision Notices received from ABC

15/01674/AS Frog Hollow, Church Lane, Shadoxhurst, Ashford, TN26 1LY
Change of use from paddock to residential and retrospective application for the creation of a pond and greenhouse.
Borough Council: Permit

16/00900/AS Jenkey Farm, Church Lane, Shadoxhurst, Ashford, TN26 1LY
Extend the existing manège/equestrian sand school
Borough Council: Permit

16/01236/AS Wymondham, Woodchurch Road, Shadoxhurst, Ashford, Kent, TN26 1LQ
COU Prior Approval of Proposed Change of Use of an Agricultural Building to one
Dwellinghouse (Use Class C3)

Borough Council: Prior Approval Not Required

16/1429/AS Fursten, Hornash Lane, Shadoxhurst, Ashford, Kent, TN26 1HX
Lawful development certificate - proposed - single storey rear extension

Borough Council: Proposed Use/Development would be lawful