

SHADOXHURST PARISH COUNCIL

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MINUTES 404

Minutes of the Ordinary Parish Council Meeting held in The Pavilion on Wednesday 9 November 2016 at 7.30 pm

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

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLORS: Mrs A Hicks and Mr G Bradford

COUNTY COUNCILLOR:

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

Mr Alan Porter resigned from the Parish Council on 26 October. Ashford Borough Council has been informed and a notice of Casual Vacancy has been posted on the notice boards.

Councillors thanked Mr Porter for his help and support during his time on the council.

1. **APOLOGIES FOR ABSENCE**

An Apology for Absence was received from County Councillor Mr M Angell.

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 403 of the meeting held on 12 October 2016 were accepted and it was unanimously agreed that Mr Ledger should sign them.

Proposed Mrs Procter

Seconded Mr Carroll

4. BOROUGH COUNCILLORS' REPORTS

Mrs Hicks reported that ABC is in the process of preparing the budget for the next financial year.

ABC is considering the possibility of an East Kent Merger, although a decision been put on hold due to the changes in the government. Information regarding this can be found on the website. The creation of a new unitary council for east Kent is not under consideration.

Mr Bradford reported that Kingdom, the new litter enforcement agency, will come to the village if required to deal with owners who do not clear up after their dogs. If it is known that an offending owner walks their dog at a certain time each day, they can be reported and if caught by Kingdom they will be fined £75.

ABC has added an app to the Home page of its website, making it easier for residents to report issues such as fly tipping, littering, dog fouling, vandalism, anti-social behaviour or planning enforcement issues.

5. COUNTY COUNCILLOR'S REPORT

Councillor Angell sent his apologies as he was unable to attend this meeting.

6. PUBLIC INTERVAL

There were no Members of the Public present.

7. MATTERS FOR REPORT ARISING FROM THE PREVIOUS MINUTES

There were no Matters Arising not covered on the agenda.

8. CHAIRMAN'S REPORT

I have attended a resident's meeting on Hamstreet Road with Ian to discuss safety issues on 25 October 2016. This provided detailed information which has been fed into the overall speed report circulated and has better redefined the extent of the speed reduction section. See other item.

Many of you also attended the Village Forum meeting on 25 October 2016 attended by 15 residents.

Report on KCC Highway Seminar 3 November 2016

I also attended one of the four KCC roadshow seminars when it was held at Ashford. There were a few clear messages, budget cutting being one and attendees were invited to discuss if the cuts were being made in the right places. There will be cut backs on urban grass cutting and soft verge cutting. But as rural parishes we pay for our own grass cutting and rely on farmers and landowners cutting the hedges and verges. All street lights are being converted to LED across the county, Ashford's are largely done (including the only two we have in Shadoxhurst) and the project is nearly halfway through. Big money saving expected. Although in a survey following the trial switching off after midnight, 65% of respondents wanted the street lights to be kept left on all night. So this will be reinstated.

KCC will have a budget shortfall in part due to the Government's continued austerity measures in reducing money allocated to Councils. But there is a clear theme in local government at the moment, 'devolution' which in part is being sold as 'evolution'. Central Government are likely to devolve power to principle local authorities, and then some aspects from those authorities will devolve down

to town and parish councils. The intention to cluster the district councils into three groups (East, West and North Kent) is gaining support. This then could push down and there is a view of clustering parishes to support each other and share some services. This is seen already with a few Village Caretaker Schemes which have been started up in Kent. There is also merit in working together with other parishes to reach common goals. Vehicle speeds and signage is one good example.

There will be a big effort led by KCC to spring clean Kent ... in spring. This will be a good opportunity for work at all levels and to put across a unified message about litter. We heard about a smart phone app developed in Tonbridge and Malling where dumped rubbish can be photographed with GPS position and reports straight to the contractors to pick it up. This will be a good opportunity for us to develop an initiative for increasing pride in the village.

There was however a strong suggestion that there should be 3rd Party led highway improvements. There is a 'simplified process' through the Highway District Managers relating to works <£5,000 which they would co-ordinate, but others of course would fund. This could include dropped kerbs and signage and they quoted as an example, unsuitable for lorry signs at £350. Anything >£5,000 would require parishes to commission a traffic consultant to do the preparatory work. This would increase costs. They quoted speed limit signing from £5,700 - £10,000 and vehicle activated signs could be £5,000 - £8,000. Incidentally I talked to a Ruckinge Member who said that they jointly purchased one of these with Orlestone and Bilsington Parishes. They take turns to site it. For those who go to Hamstreet regularly, it was there for some months and has been recently moved.

Meeting of Joint Parishes Traffic Committee 7 November 2016

I attended this meeting which is a consortium of 11 Parish Councils in South Ashford. The consortium has been asked to be a consultee to the Chilmington Green CMO when it forms. As part of this it was agreed to draw up Terms of Reference. Attendees will participate in this and will be finalised in the new year. There is some doubt as to how much consultation will result as the CMO is only operational in the vicinity of Chilmington Green. It was also agreed to formalise the membership to give further status as a committee to help recognition. Each Parish was asked to make a minuted declaration that they wished to continue to be part of the JPTC.

The big issue for us is the rat running and the lorries through the village. This is already happening here and elsewhere. The next meeting of the JPTC will invite formal KCC attendance to demonstrate we already have a problem that needs addressing and this will only worsen with construction traffic and new occupants of Chilmington Green. There is also an intention to go at some point to the Joint Transportation Board for wider discussion.

Enquiries of KCC have shown already that the 'no money in the budget' card is being played with respect to signage to protect villages. Indeed, they would sanction weight limit signs to prevent lorries using certain rural lanes, however the parishes would have to stump up £500 for each one. KCC here are also trying to fob parishes off with going for the Section 106 route of funding. They may be a long way off even signing the Chilmington Green S106 and it is rumoured that any highway infrastructure money may not come on stream until 2024.

It is clear that a 'united we stand' front will give us a stronger position.

On a matter of having knowledge as a basis for argument, I would like to explore the possibility of volunteers doing short traffic counts at key times. We have hourly data from a traffic study done for the proposed (and refused) development at the field adjacent to Park Farm Close. Perhaps through the Village Forum members, we could investigate this?

Recommendation: That Shadoxhurst Parish Council continue to support and be part of the JPTC. There is no financial commitment and the administrative support is being provided by Bethersden Parish Council. For inclusion on the next agenda.

Finally, I have taken photos of all the street name road signs. The final tally is:

15 satisfactory, 2 borderline, 9 needing replacement, 7 missing and 3 needing some attention. The total in the village is 36 and this information has been passed to Judith to raise with ABC.

9. SHADOXHURST WEBSITE

Following a successful meeting with Mr Stanley, the migration of information is now about 90% complete and Mr Richmond Coggan proposed the switch over to the new site, seconded by Mrs Ellis. Mr Stanley will action this immediately.

The domain name for the website remains as www.shadoxhurst.info

Any information not currently available on the new site can be accessed through the archive.

Councillors thanked Mr Stanley for his help and support with this project.

10. 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

General Issues relating to the Village Hall

The following Terms of Reference were agreed for the Village Hall and Pavilion Sub Committee: -

The Committee to consist of 4 councillors, Mrs Ellis, Mrs Procter, Mr Carroll and Mr Ledger who will meet to deal with general issues relating to the hall and pavilion.

The Committee will meet once a month to discuss matters pertaining to the running of the hall and pavilion. Minutes will be circulated and a report made to the parish council at the next monthly meeting.

This is a advisory committee only, all decisions, other than those requiring urgent attention, regarding the hall and pavilion will be taken by the full council at a council meeting

The electrician is going to check the Hoover, floor cleaner and extension in the cupboard installed by Future Scholars.

The Clerk will investigate the provision of sanitary bins in the ladies' toilets in the hall.

It was agreed to ask Jenny Bradbury to meet with the Sub Committee to discuss issues pertaining to the hall.

Mr Ledger took the cash deposit from a hirer of the hall to return provided all is in order.

The minutes taken at the meeting of the Village Hall and Pavilion Sub Committee meeting were agreed.

Proposed Mr Ledger Seconded Mr Carroll

Valuation of Hall

Councillors agreed to delay this until 2018.

General Issues relating to the Pavilion

Valuation of Pavilion

Councillors agreed to delay this until 2018.

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

Nothing to report.

Tree Survey

Councillors agreed not to have a professional survey undertaken. Mr Ledger will inspect the trees that are the responsibility of the council.

Drainage of Recreation Field

Landscape Services completed the drainage of the field last week. They still have to locate and uncover the outlets to the ditch.

Repairs to the Surface of the Recreation Field Car Park

The quotations have been prepared in readiness to be sent to the contractors.

Quotations received for the Grounds Maintenance Contract for the 2017 Growing Season

Two quotes were obtained for the Grounds Maintenance Contract for the 2017 Growing Season

Councillors considered the prices quoted to be too high. Mr Richmond Coggan will speak to both firms and ask them to reconsider their prices.

Quotation for Maintenance of Area around Village Sign

Mr Richmond Coggan will obtain a quote for clearing the area once during this financial year.

The Play Inspection Co Annual Inspection Report

Mr Crowley has arranged a meeting with a representative from Playdale to discuss the repairs and refurbishment required.

Provision of Community Exercise Equipment

Mr Crowley is meeting with a representative of Playdale to discuss the possible provision of a range of this equipment and the grant funding available.

LED Speed Signs

KHS advised the Clerk to log a request through the parish portal. KHS will then investigate the suitability of the site and may also be able to offer a competitive price for the signs.

Councillors agreed not to proceed with this project at this moment in time.

11. CORRESPONDENCE, FINANCE AND OTHER COUNCIL BUSINESS

St Peters and St Pauls' PCC

EDF

Clerk and Councils Direct

Kent Voice

Open Space

Countryside Voice

Valuation Office

EMAIL CORRESPONDENCE – Forwarded to all Councillors with email

Councillor did not bring any emails to the attention of the council.

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 12.10.16
Recreation Facilities Budget 2016/2017			3000.00
Bulb and Tree Planting + Planters Repairs to 2 Planters			390.00
Recycling			1521.31
TOTAL			4911.31

Following discussion between councillors during the month it was verbally agreed by Councillors Ellis, Carroll and Ledger to purchase 2 banners to advertise the weekly coffee club.

Accounts to be paid

PAYEE	DETAILS	CHQ NO	NET	VAT	GROSS
Mrs J Batt	Salary Expenses General Admin	899	435.25 7.74 20.04		463.03
Mr R Harris	Village Hall Cleaning Village Hall Caretaking	900	120.00 50.00		170.00
Colour Thirst	Banner for Coffee Club	901	165.00	33.00	198.00
Hirer of Village Hall	Deposit Refund	902	150.00		150.00

Councillors unanimously agreed to pay the above accounts and agreed with the 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

Deferred until the December meeting.

Review of Parish Council Policies for Transparency

Councillors unanimously agreed that the Policies are appropriate for this council.

Items need attention following the Risk Assessment

No new items were brought to the attention of the council.

The Clerk will contact the Dog Warden regarding the bins and signs in the Recreation Field.

Neighbourhood Plans/Village Envelope Designs

Nothing new to report. Mr Ledger will ask for a meeting with Mr Cole to discuss this.

Speed Control

Omitted from the agenda in error.

Report on Village Speed Meeting with KCC 7 November 2016

Ian Procter and myself attended a meeting at the village hall car park with Cllr Mike Angel and three KCC Highway Officers including Tim Read, Head of Highways. We gave an outline of concerns and said that in respect of the speed limit through the village we were out of step with Government Department for Transport (DfT) Guidance.

Whilst sympathy was expressed for our situation and that KCC had accepted the DfT guidance, we were told that there was no money in the budget for KCC to carry out the necessary work. They rested very firmly on the current policy that all road speed changes must be related to and prioritised through casualty reduction. We were advised that the only tangible funding source is a community one that rests with KCC Members. In this situation at present Cllr Mike Angel does have

approximately £2000. However due to the KCC elections next May, this money may be available until February unless of course someone else claims it first. This tap will be turned off until the new KCC administration starts up in June. We were also directed to Section 106 money from any large development in the parish!!

We asked for some idea of costs if we need to seek funding elsewhere and they agreed to let us have some information also to provide some minutes from the meeting.

The Officers were pleased that we are happy to do self-help things and recommended we join the Community Speedwatch Scheme. They asked if we knew about this (Ian helped set it up!!) and we pointed out that it would be of no use, as we would show that most drivers are keeping to 40mph through the village, but actually, it is the speed limit that is wrong in the first place. We said that if the speed was lowered, we would likely join.

In discussing this with Mike afterwards, the suggested route is to gain the support of the Joint Transportation Board that meets quarterly at Ashford. It is likely that we would need their support before engaging further with KCC Members in a more formal way anyway.

We must bear in mind that the simple ethos we have is that according to the Government DfT Guidance, we are entitled to have a 30mph speed limit through the village. If KCC choose to ignore the guidance, whether financially motivated or otherwise, then we need to consider how far we can push this. My recommendation is that we present our report to JTB with the aim to secure support that the guidance is correct. The meeting is 13th December and we must submit it to make the agenda within the next two weeks. Whether KCC can be persuaded in time, it is important we set markers down for progress, with JTB support and we can approach KCC before the start of the coming financial year.

It is our view (Ian and me) that the reduction to 30mph is the first priority, with the Hamstreet Road reduction of 60 to 40 mph as the second. The first is a matter of non-compliance with Government guidance but the second will relate to casualty reduction and that has different arguments, although ironically it is the one that KCC could fund through their present policy. The third matter in the report is to refigure the dangerous junction of Tally Ho Road / Hornash Lane / Woodchurch Road and change the current priority. This will protect drivers turning right from Woodchurch Road into Hornash Lane and slow traffic that come from Tally Ho Road into Woodchurch Road.

The report is still undergoing modification following the meeting. Due to the shortness of time, the almost final draft is being circulated. If Members are happy with it, subject to any modifications members wish to make then I suggest it be agreed in principle. We will then circulate to you all for final ratification before it is submitted to JTB.

Recommendation: That the completed report be submitted to the December 2016 Ashford Joint Transportation Board.

Proposed Mr Ledger Seconded Mrs Ellis

12. PLANNING

No applications received.

Any other matters related to Planning issues within the Parish

Councillors received the following response to their queries regarding Oakfields.

Five trees yet to be planted - A landscaping scheme was approved under condition 07. This says that it must be implemented fully within 12 months of the completion of the development. As the completion date was 29/04/16 the developers have a 12 month period from then to complete the approved landscaping. There is therefore currently no breach.

Reptile fencing – Condition 10 requests that the herpatile exclusion fencing is erected around the perimeter of the site in accordance with the details to be approved and retained until the completion of the development. ABC approved a plan that showed the location of the fencing. As the development is complete then there is no requirement to retain the fencing.

Bird boxes do not appear to be in place – condition 13 controls the enhancement of biodiversity including the provision of bat and bird boxes requesting the submission and approval of details. Details were approved. The trigger for this to be implemented is prior to the occupation of the final dwelling on the site. Whilst it would appear the development is complete ABC is not aware of the stage of occupation so there might not be a breach at the present time.

The Planning Officers do not as a rule monitor development to the extent of when they are occupied. However, they will investigate any concerns that are drawn to their attention

13. OUTSIDE REPORTS

Footpath Warden

It was agreed to ask the Footpath Warden to the next meeting.

Councillors will arrange for a map of footpaths in the area to be added to the website.

14. VILLAGE RESPONSIBILITIES

Items to be reported to the ABC/KHS/PROW

We will contact KHS again regarding the yellow lines needed at the bus stop in the layby at Rectory Bungalows.

Mr Ledger will ring ABC regarding the graffiti in the bus stop at Farley Close.

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

Resolution on whether Shadoxhurst Parish Council continues to support and be part of the JPTC.

16. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

The next Parish Council meeting is due to be held on Wednesday 14 December 2016 in The Pavilion.

There being no other business the meeting closed at 10.00 pm.

Signed..... Dated
Chairman