

SHADOXHURST PARISH COUNCIL

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MINUTES 405

Minutes of the Ordinary Parish Council Meeting held in The Pavilion on Wednesday 14 December 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
PCSO Dan Smith

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLORS:

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were 2 Members of the Public present for part of the meeting.

1. **APOLOGIES FOR ABSENCE**

An Apology for Absence was received from Borough Councillors Mrs Hicks and Mr Bradford

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

Declarations of Pecuniary Interest

There were no Declarations of Pecuniary Interest,

Declarations of Significant Interest

Councillors Ellis, Ledger and Procter declared a Significant Interest in matters pertaining to the land between The Hollies and Park Farm Close as they live in Park Farm Close.

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**

Cheque no 000903 for £10 in favour of Mr K Carroll for the purchase of keys for the Recreation Field gate was omitted from the agenda in error

Minutes 404 of the meeting held on 9 November 2016 were accepted and it was unanimously agreed that Mr Ledger should sign them.

Proposed Mr Carroll

Seconded Mrs Procter

4. **BOROUGH COUNCILLORS' REPORTS**

Neither Councillor was in attendance.

5. COUNTY COUNCILLOR'S REPORT

Councillor Angell was unable to attend the meeting.

6. PUBLIC INTERVAL

The meeting was opened to the Members of the Public present from 7.36 - 8.06, during which time PCSO Daniel Smith introduced himself to those present and discussed items of concern within the parish. He explained that he works opposite shifts with PCSO Channel Howe. They cover a large area but one of them will be available and both can be contacted via email at: -

daniel.smith@kent.pnn.police.uk and chanell.howe@kent.pnn.police.uk.

He will carry out speed checks in the village and bring the mobile police station to Shadoxhurst in the New Year.

The new Neighbourhood Watch Co-ordinator in Ashford should be in touch shortly with a view to the parish setting up a NHW group again.

The 2 Members of the Public present put forward critical comments about various issues within the parish which will be followed up by members of the Parish Council.

7. MATTERS FOR REPORT ARISING FROM THE PREVIOUS MINUTES

Following road speed checks and discussions with KCC regarding junction re-engineering Councillors were informed that this would not be discussed at the Joint Transportation Board meeting as there is no funding available. Mr Ledger and Mr Procter will see if they can arrange to meet with Councillor Angell and the local Highway Area Manager as they need to investigate costings and the relevant traffic orders to see if a project could be designed for under the £5000 threshold, to allow the area managers to help design it, to avoid the parish having to employ a traffic consultant.

Mr Ledger and Mr Procter are continuing to try to progress this issue.

8. CHAIRMAN'S REPORT

Mrs Ellis and Mr Ledger met with Mr Bunn, Clerk at Kingsnorth to discuss traffic issues on the B2070. Kingsnorth, Orlestone and Ruckinge Parish Councils are all discussing this issue at their meetings to see if a way forward can be found to lower the speed limit to 40mph.

The Chilmington Green S106 agreement is due to be signed next week.

Once work on Chilmington Green starts the movement of construction lorries on the A28 should be timed to avoid queues and a phone number will be available for residents to use to complain should the lorries come through the villages.

The Chilmington Green website will be updated regularly and will be linked to ABC's site.

Mr Ledger attended the KALC AGM at Ditton in November.

Mr Ledger's sent some photos to ABC showing the condition of the bus shelter following the removal of the graffiti earlier in the year and is awaiting a response.

Mr Ledger thanked those who delivered the newsletter, Mr Hollands for renovating the final 2 planters and Mr and Mrs Carroll for planting them.

9. SHADOXHURST WEBSITE

Contact information for the clubs and societies still needs to be added to the site.

10. VILLAGE HALL, PAVILION, RECREATION FIELD AND VILLAGE GREEN

Inspection of Village Hall and Pavilion before and following Hiring

Mr Ledger and Mrs Ellis in December

Mrs Procter in January

Mr Crowley in February

Mr Carroll in March

Mr Richmond Coggan in April

General Issues relating to the Village Hall

Resolution: Councillors unanimously agreed the Terms of Reference for the Village Hall and Pavilion Sub Committee.

Proposed Mr Richmond Coggan Seconded Mrs Procter

Village Hall Floor

Two quotes have been received as follows: -

Quote A £350 + VAT

Quote B £60 + £15 for materials

Resolution: Councillors unanimously agreed to accept Quote B. The Clerk was asked to check that the floor will be sprayed with a fungicidal spray to protect against damp and insects.

Repairs to the Surface of the Recreation Field Car Park

One quote has been received and unfortunately it is not within the Parish Council's current budget.

The Clerk was asked to contact the contractor, thank him for his time and ask him if he could suggest a cheaper option.

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

Mr Richmond Coggan will speak to the 2 companies who submitted quotes by the next meeting and ask them to reconsider their prices.

Quotation for Maintenance of Area around Village Sign

Mr Ledger and Mrs Ellis discussed the possibility of the Kingsnorth and Great Chart with Singleton Caretaker tidying up the Village Sign area. He did this on 13 December. The Clerk pointed out that this should not have been done until it had been discussed by the full council and the decision to give him the work minuted prior to the work being undertaken, as we would not have been insured in the event of an accident.

11. CORRESPONDENCE, FINANCE AND OTHER COUNCIL BUSINESS

Kent and Medway NHS Connected
 English Rural 2016 Annual Report
 Countryside Voice
 East Kent Trading Company Ltd

EMAIL CORRESPONDENCE – Forwarded to all Councillors with email

A resident emailed asking for information about the installation of faster broadband.
 Mrs Procter replied informing him that the project was still on track.

Bank Reconciliation - Long Term Deposit account

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

Bank Reconciliation – Treasurers Account

Opening Balance	21006.30	Balance per Treasurers Account	32462.89
Add Receipts	<u>25485.80</u>	Plus Uncleared Receipts	<u>654.00</u>
	46492.10		33116.89
Less Payments	<u>14854.03</u>	Less Uncleared Payments	<u>1178.82</u>
	31638.07		31938.07
		Plus Uncleared Deposit Received	<u>000.00</u>
			31938.07
		Less Uncleared Deposit Refunds	<u>300.00</u>
			31638.07
Less Earmarked Funds	<u>4911.31</u>	Less Earmarked Funds	<u>4911.31</u>
AVAILABLE FUNDS	26726.76	AVAILABLE FUNDS	26726.76

Earmarked Funds – Amended during budget discussion

	Balance 12.10.16		Balance 14.12.16
Recreation Facilities	3000.00		3000.00
Bulb and Tree Planting + Planters Repairs and Compost	390.00	-390.00	NIL
Recycling – Reallocated to Village Hall and Pavilion Refurbishment	1521.31		1512.31
Bus Shelters			
From 2014/2015 budget		200.00	
From 2015/2016 budget		100.00	
From 2016/2017 budget		1000.00	1300.00
Contingency			
From 2014/2015 budget		500.00	
From 2015/2016 budget		500.00	
From 2016/2017 budget		1100.00	2100.00
TOTAL	4911.31	3010.00	7912.31

Accounts to be paid

PAYEE	DETAILS	CHQ NO	NET	VAT	GROSS
Mrs J Batt	Salary Expenses General Admin Printer and Inks	904	506.45 12.24 12.00 252.36	46.48	829.53
Mr R Harris	Village Hall Cleaning Village Hall Caretaking	905	150.00 50.00		200.00
Mr R Harris	Consumables for Village Hall	906	27.20		27.20
CST Ltd	Vertidrainng Recreation Field	907	900.00	180.00	1080.00
Hirers of Village Hall	Deposit Refunds x 3	908/9/10	450.00		450.00
Mr R Harris	Reps to Pavilion Toilet Doors	911	30.00		30.00
Solid Style	Renovate Planters & Compost	912	402.00		402.00
Clive Stanley	Webmaster Services	913	338.00		338.00

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 Richmond Coggan

Internal Audit

The Clerk reported that the Internal Auditor was satisfied that everything was in order when he carried out his interim audit in October.

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

Please see attached.

Resolution: Councillors agreed to set the precept for 2017/2018 at £15000.00

Proposed Mrs Ellis Seconded Mr Carroll

Resolution on this council's membership of the JPTC

Resolution: Councillors unanimously agreed to continue membership of the JPTC.

Proposed Mr Ledger Seconded Mr Richmond Coggan

12. PLANNING

Please see attached list.

Any other matters related to Planning issues within the Parish

Councillors will contact ABC regarding the concerns raised by the Members of the Public during the Public Interval

Appeal Submission for Land between The Hollies and Park Farm Close

Councillors Carroll, Crowley and Richmond Coggan will agree the content of the council's submission to the Planning Inspector.

Update on Kings Head Field

New plans have been submitted in which the frontage of the development has been reconfigured. Mr Ledger sent some relevant information regarding this proposed development to the Planning Department.

13. OUTSIDE REPORTS

Footpath Warden

Due to his work commitments, Mr Green has resigned from his position of Footpath Warden.

Councillors thanks Mr Green for his work over the past year.

The vacancy for a Footpath Warden will be advertised.

14. VILLAGE RESPONSIBILITIES

Items to be reported to the ABC/KHS/PROW

Councillors will discuss whether to proceed with asking KCC to paint yellow lines at the bus stop in the layby at Rectory Bungalows at the next meeting.

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

Review of Hall Rents

Yellow lines at Woodchurch Bus Stop

16. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

The Clerk will ask ABC why we have not received any S106 payments for Maytree Place.

The next Parish Council meeting is due to be held on Wednesday 11 January 2017 in The Pavilion.

There being no other business the meeting closed at 23.02 pm.

Signed..... Dated
Chairman