

# SHADOXHURST PARISH COUNCIL

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## MINUTES 412

### Minutes of the Ordinary Parish Council Meeting held in The Pavilion on Wednesday 12 July 2017 at 7.30 pm

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

**PARISH CLERK:** Mrs J Batt

**BOROUGH COUNCILLORS:** Mr G Bradford and Mrs A Hicks who arrived towards the end of the  
meeting

**COUNTY COUNCILLOR:**

**MEMBERS OF THE PUBLIC:** There were 3 Members of the Public present for part of the meeting.

**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**

Mr Carroll declared a Significant Interest in matters pertaining to the Kings Head Field.

**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.**

**Councillors are also reminded of their common-law responsibilities with regard  
to pre-determination and fettering of discretion in relation to agenda items.**

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

Mrs Hicks arrived towards the end of the June meeting.

Minutes 411 of the meeting held on 14 June 2017 were accepted and it was unanimously  
agreed that Mr Ledger should sign them.

**Proposed Mr Cass**

**Seconded Mr Crowley**

**4. MATTERS ARISING FROM THE PREVIOUS MINUTES**

There were no Matters Arising not covered on the agenda.

**5. PUBLIC INTERVAL**

The meeting was opened to the Members of the Public present from 7.34 – 7.50 during which time a member of the public present updated councillors on issues discussed at the June meeting, another reported on speeding issues along Woodchurch Road into Church Lane, one of which resulted in residents being verbally abused by the driver of a speeding car and another in a car overturning and the third resident made critical comments about a camping and caravanning site along Nickley Wood Road, which the resident did not believe had planning permission.

**6. PLANNING**

No applications received this month.

**Draft Local Plan Consultation**

The updated Draft Local Plan is now in the public domain and the consultation period has been extended until midnight on 31 August. Councillors will review the changes and submit their comments to ABC.

A Village Forum meeting will be convened to allow members of the public to discuss the response from the parish.

**Update on Kings Head Field**

Councillors will review the submission prepared by Mr Ledger in time to send it to ABC by the consultation cut-off date of 5 August 2017.

**7. CORRESPONDENCE, FINANCE AND OTHER COUNCIL BUSINESS**

Clerk and Councils Direct

ABC Chairman of Overview and Scrutiny Committee

ABC Main Changes to the Local Plan 2030 Public Consultation

The Local Government Boundary Commission for England – Electoral Review of Ashford: Final Recommendations

Open Spaces

Lloyds Bank

**EMAIL CORRESPONDENCE – Forwarded to all Councillors with email**

Councillors did not bring any emails to the attention of the meeting that were not covered on the agenda.

**Bank Reconciliation - Long Term Deposit account**

Opening Balance	<b>510.00</b>	Balance per Current Account	<b>610.00</b>
Refund of Deposit	<u>50.00</u>		
	<b>460.00</b>		
Transfer uncashed Deposit	150.00		
	<b>610.00</b>		

**Bank Reconciliation – Treasurers Account**

Opening Balance	27402.25	Balance per Treasurers Account	33646.02
Add Receipts	<u>33130.19</u>	Plus Uncleared Receipts	330.25
	<b>60532.44</b>		<b>33976.27</b>
Less Payments	<u>29325.12</u>	Less Uncleared Payments	<u>2068.95</u>
	<b>31207.32</b>		<b>31907.32</b>
Less Earmarked Funds	<u>9012.31</u>	Plus Uncleared Deposit Received	50.00
<b>AVAILABLE FUNDS</b>	<b>22195.01</b>		<b>31957.32</b>
		Less Uncleared Deposit Refunds	<u>750.00</u>
			<b>31207.32</b>
		Less Earmarked Funds	<u>9012.31</u>
		<b>AVAILABLE FUNDS</b>	<b>22195.01</b>

**Earmarked Funds – Amended during budget discussion**

	<b>Balance</b>
	<b>10.05.17</b>
Recreation Facilities Budget 17/18	3500.00
Bulb and Tree Planting + Planters Budget 17/18	100.00
Recycling – Reallocated to Major Village Hall and Pavilion Refurbishment	1512.31
Bus Shelters	1300.00
Contingency	2600.00
<b>TOTAL</b>	<b>9012.31</b>

**Accounts to be paid**

<b>PAYEE</b>	<b>DETAILS</b>	<b>CHQ NO</b>	<b>NET</b>	<b>VAT</b>	<b>GROSS</b>
Mrs J Batt	Salary Expenses General Admin Newsletter Costs Pavilion Keys	962	403.95 4.50 15.29 82.32 22.50	21.42	549.98
Bibby (Lodestar Cleaning)	Cleaning Caretaking	963	377.88 96.96	94.98	569.82
3 x Hirers of Hall and Pav	Deposit Refund	964/6	250.00		250.00

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

**EDF - £177.00 – Village Hall and EDF - £46.00 – Pavilion**

**Proposed Mr Richmond Coggan Seconded Mr Carroll**

**Decision on any action to be taken following resident's concerns regarding ABC which were voiced during the June Public Interval**

Councillors agreed to collate a file of evidence regarding the issues raised and will forward this to ABC. Councillors Carroll, Cass and Richmond Coggan will collate the evidence.

Borough Councillor Bradford advised councillors that the best way to proceed was to send all relevant information to the appropriate departments in ABC and KCC.

Councillor Bradford informed those present that there is only one Enforcement Officer in ABC, who has a large caseload to deal with. He also acknowledged that there were residents, in the village, who have a great deal of information about what is happening in Shadoxhurst.

**Joint Parishes' Lobbying Letter Update**

Sixty percent of the parishes in the Borough have signed up to date. Some councils have yet to meet. Mr Ledger reported that those parishes in favour were continuing to make improvements to the letter, which it is hoped to sign at the next meeting of the Ashford Branch of the KALC.

**Shadoxhurst Harvest Fete**

The Harvest Fete has been arranged for 30 September and will take place on the Recreation Field. The Committee hopes it will be a fun day out for everyone. A Photographic Competition has been organised and will be judged on the day.

**8. CHAIRMAN'S REPORT**

Once again it has been a busy month. I spoke on behalf of Shadoxhurst at the ABC Cabinet meeting prior to the discussions on the release of the draft local plan. Sheila and I attended and it was heartening that six parishes were represented all expressing unhappiness with the local plan. Two residents (one from Shadoxhurst) also spoke up. I chaired a Forum planning meeting with discussions centred on local issues in preparation for the local plan consultation. The Forum itself met a couple of days later and I was very pleased to hand the mantle over to Cheryl Vander who is now the Chairman. I wish her great success with taking the Village Forum forward and publicly thank her for stepping forward.

The Parish Council and the Village Forum shared a stall at the Village Dog show and Fete. My thanks go to all those who helped all through the day. We got some more signed up for the newsletter. I also attended the Chilmington Green workshop hosted by ABC. It was primarily involved building on work from a previous workshop planning the new community and this time seeing what was needed from a communication point of view. Some good things were discussed. Once it is all written up I will send out the feedback.

I recently hosted the first Joint Parish's Planning Group (JPPG) which discussed the original letter we drafted for all the parishes to seek support for the lobbying the minister initiative. We have some very positive and strong support for this. It is also helping to pull parishes together. Only one dissenter at present, but I hope we can persuade them to come on board. I have already circulated the updated version of the letter which I hope you will agree is much stronger. Carol, Sheila and I had a meeting with a Bethersden Member from the Group to find ways of taking this forward and producing a strategy. We will report to the next KALC meeting which meets on the 19<sup>th</sup> July. I am hoping the JPPG will be ratified there as a bone fide group representing KALC members. I will also be seeking ways to escalate this to the other KALC areas and even to National level.

I have also met with two of the contractors with respect to the additional work for the car park in preparation of them preparing formal quotes.

9. **SHADOXHURST WEBSITE**

Mrs Ellis and Mr Richmond Coggan will meet to discuss the website

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

Mr Cass in August

Mr Richmond Coggan in September

**General Issues relating to the Village Hall**

It was agreed to defer a decision on the baby changing wall mounted unit to a future meeting.

The clerk will contact Mr Fixit and ask for a quote to repair the floor inside the fire doors.

We have again received complaints at the condition of the hall following Future Scholars Period of hire.

It was agreed to write to Mrs Corcoran and inform her that if this continues the Parish Council will have no alternative other than to fine her to cover extra cleaning costs.

There are also issues with the fact that food waste is being put into the rubbish bins and the contractors have issued us with a warning notice. If this continues they may refuse to empty the bins.

**Request to use Hall for Dog Training Classes**

Councillors were not satisfied that the applicant had submitted enough information. She will be invited to attend a future meeting.

**Decorating Village Hall**

The Clerk will invite 3 quotes from contractors to paint the walls and the woodwork throughout the building.

**General Issues relating to the Pavilion**

Mrs Ellis reported that the Sewing Club will use the Pavilion on every other Thursday between 7 and 9 pm and asked whether they could pay the same rent as the coffee club - £10 per month. Councillors agreed to this request.

**Outside Lighting at the Pavilion**

The lamp post in the car park has still not been repaired.

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

Nothing to report

**Provision of Community Exercise Equipment**

Councillors will actively apply for grant funding over the next few weeks and will invite quotes

for the equipment they consider suitable.

Mr Crowley took details of the bank account to use when applying for grant funding.

**Replacement of Coin Meter in Hall**

Nothing to report.

**Provision of Hot Water to Sink in Future Scholars Cupboard**

We have not yet received a quote for this work.

**Quotes received for Resurfacing remaining area of Recreation Field Car Park**

Two quotes received: -

A £3980 + VAT

B £4500 + VAT

**Resolution: Councillors unanimously agreed to accept quote B as they believed it to represent best value.**

Mr Crowley will apply for a grant from ABC of £1000 towards the cost of this project.

**Proposed Mr Richmond Coggan      Seconded Mrs Ellis**

**Recreation Field Fence**

Councillors Cass and Richmond Coggan both obtained figures for the replacement of This fence during the month.

Price A - £4167.00

Price B - £10120.00

Price C - £2000.00

**Resolution: Councillors unanimously agreed to accept quote C. It was agreed not to have any gaps or a stile in the fence which would allow people through onto the farmland, but agreed that a 14' entrance to allow farm machinery access to the field at the play area end of the field and 1 metre entrance to the footpath at the Molloy Road end of the field should be left.**

**Proposed Mr Richmond Coggan      Seconded Mr Cass**

**Update on Litter and Dog Bin Review carried out by ABC**

We have received notification that the process to undertake work following the Litter/Dog Bin Review has taken a lot longer than expected, but bids are in for the procurement of the bin provision and the survey works of the borough to be undertaken will commence on 12 July. The officer will be asked to look at the in the play area to see what options there are for moving it.

As soon as these stages are completed Aspire (ABC's in-house grounds maintenance team) will be given a detailed list of what works need to be carried out.

**Landscaping around Sign**

Councillors are awaiting the advice of a landscape gardener.

**11. BOROUGH COUNCILLORS REPORT**

Mr Bradford reported that Warehorne is experiencing problems with fly tipping and they have a spread sheet that they are using as evidence and he advised the council to do the same if it becomes a problem in Shadoxhurst. The Clerk will email him for a copy of the spread sheet.

Mrs Hicks reported the following: -

Kingsnorth have a SID which they will loan if required.

The Memorial Gardens in the centre of Ashford are to be extended.

ABC is checking flats for fire hazards following the Grenfell Tower tragedy

Cameras have been installed in Ashford to count the footfall in certain areas

Mrs Hicks reported on a talk she attended in Appledore to the leader and he agreed with her that the rural areas need to be acknowledged

The Kings Head site has been put forward for the August Planning Committee Meeting. There are still issues, particularly regarding the 2 entrances onto Woodchurch Road being so close together and the size of the Village Green area. Pentland are liaising with ABC on various issues.

**12. COUNTY COUNCILLORS REPORT**

Councillor Angell was unable to attend the meeting.

**13. OUTSIDE REPORTS****Footpath Warden**

Nothing to report.

**14. VILLAGE RESPONSIBILITIES**

Nothing to report.

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

Nothing requested

**16. ITEMS TO BE REPORTED TO KENT HIGHWAYS/PROW**

The Duck Lane Bridge is collapsing due to the weight of the lorries using the lane  
Blindrooms

**Painting of yellow lines in Woodchurch Road Bus Stop Lay By**

Nothing to report.

**Parking outside Rectory Bungalows**

Mrs Williams, Head of Housing, ABC has agreed to meet with the council once she has investigated this matter.

**Briefing Note on the HGV Abuse of Rural Roads in and around Shadoxhurst**

We await feedback from our submission to KALC.

**17. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS**

Following the complaint during the public interval regarding a camping and caravanning site along Nickley Wood Road, Mr Cass reported that the site in question belonged to him.

The consent needed for the site had been applied for and obtained by the Camping and Caravanning Club and planning permission is not needed as the site is for tents only.

Councillors asked Mr Cass to ask the Camping and Caravanning Club for copies of all the consents granted for the site.

**The next Parish Council meeting is due to be held on Wednesday 9 August 2017 in The Pavilion.**

There being no other business the meeting closed at 22.32 pm.

Signed..... Dated .....  
Chairman