

SHADOXHURST PARISH COUNCIL

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MINUTES 414

Minutes of the Ordinary Parish Council Meeting held in The Pavilion on Wednesday 13 September 2017 at 7.30 pm

Prior to the start of the meeting a presentation was given by Officers from Ashford Borough Council on the Chilmington Draft Community Development Strategy

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

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLORS: Mr G Bradford

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were 10 Members of the Public present for part of the meeting.

1. APOLOGIES FOR ABSENCE

An Apology for Absence was received from Mr K Carroll, Borough Councillor Mrs A Hicks and County Councillor, Mr M Angell.

2. DECLARATIONS OF PECUNIARY AND SIGNIFICANT INTEREST

Declarations of Pecuniary Interest

Mr Richmond Coggan declared a Pecuniary Interest in Planning Application No 17/01280/AS, as he is the owner of the property.

Declarations of Significant Interest

Mr Richmond Coggan declared a Significant Interest in the Community Exercise Equipment as as he has a family connection to one of the suppliers invited to quote for the equipment.

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

Minutes 413 of the meeting held on 9 August 2017 were accepted and it was unanimously agreed that Mr Ledger should sign them.

Proposed Mrs Ellis

Seconded Mrs Procter

4. MATTERS ARISING FROM THE PREVIOUS MINUTES

There were no Matters Arising from the Previous Minutes.

5. PUBLIC INTERVAL

From 7.36 – 8.08 pm Mrs Logan from Ashford Borough Council gave a presentation on the Chilmington Draft Community Development Strategy and took questions from those present.

The meeting was opened to the Members of the Public present from 8.08 to pm during which time the Members of the Public present brought matters of concern to the attention of the council.

6. PLANNING

Please see attached list.

Draft Local Plan Consultation

Mr Ledger reported that he had submitted the Parish Council's consultation in time for the Borough Council's deadline and received confirmation of receipt from ABC.

It is possible that the Public Enquiry will take place in December.

Update on Kings Head Field

The application is due to go to the Planning Committee at ABC on 20 September. Mr Ledger will speak on behalf of the Parish Council and a resident will also speak. It had been reported to the council that the building control site has been opened on the website prior, to the application being considered by the Planning Committee. The field is already being cleared of wildlife.

Consideration of the Request by ABC for Endorsement of the Chilmington Draft Community Development Strategy

Resolution: Councillors unanimously agreed to endorse the Chilmington Draft Community Development Strategy Consultation

Proposed Mrs Ellis

Seconded Mr Ledger

7. CORRESPONDENCE, FINANCE AND OTHER COUNCIL BUSINESS

Clerk and Councils Direct

Carers' Support

KALC re Funding for the Transparency Code – Councillors re-iterated their previous decision not to apply for funding

EMAIL CORRESPONDENCE – Forwarded to all Councillors with email

ABC re Annual Parish Forum

Bank Reconciliation - Long Term Deposit account

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

Bank Reconciliation – Treasurers Account

Opening Balance	27402.25	Balance per Treasurers Account	33057.47
Add Receipts	<u>34777.19</u>	Plus Uncleared Receipts	00.00
	63179.44		33057.47
Less Payments	<u>30731.97</u>	Less Uncleared Payments	<u>60.00</u>
	32447.47		32997.47
Less Earmarked Funds	<u>9133.91</u>	Plus Uncleared Deposit Received	<u>00.00</u>
AVAILABLE FUNDS	23313.56		32997.47
		Less Uncleared Deposit Refunds	<u>550.00</u>
			32447.47
		Less Earmarked Funds	<u>9133.91</u>
		AVAILABLE FUNDS	23313.56

Earmarked Funds

	Balance 10.05.17	+/- Sept	Balance 13.09.17
Recreation Facilities Budget 17/18	3500.00		3500.00
Bulb and Tree Planting + Planters Budget 17/18	100.00		100.00
Recycling – Reallocated to Major Village Hall and Pavilion Refurbishment	1512.31		1512.31
Bus Shelters	1300.00		1300.00
Contingency	2600.00		2600.00
Village Forum Account		+482.00	
Harvest Fete Expenses		-360.40	121.60
TOTAL	9012.31	121.60	9133.91

Accounts to be paid

PAYEE	DETAILS	CHQ NO	NET	VAT	GROSS
Mrs J Batt	Salary Expenses General Admin Fridge for Pavilion	972	451.95 12.15 85.33 91.66	33.00	674.09
The Post Office	Income Tax	973	14.60		14.60
Bibby (Lodestar Cleaning)	Cleaning Caretaking Waste Bin	974	377.88 96.97 50.00	104.98	629.83
South East Water	Water Feb – Aug Hall Pavilion	975	54.11 30.96		85.07
Business Stream	Water April - Aug	976	49.44		49.44
The Play Inspection Co	Annual Report	977	65.00	13.00	78.00
Mr J Kettle	Window Cleaning	978	10.00		10.00
St John Ambulance	1 st Aid Cover - Fete	979	110.40	22.08	132.48
Dead Horse Morris	Attendance at Fete	980	200.00		200.00
Tomar Owl Sanctuary	Attendance at Fete	981	50.00		50.00

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 Mrs Ellis

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

Councillors are gathering information which will be forwarded on to the relevant authorities.

Joint Parishes' Lobbying Letter Update

83% of parishes are supporting us and we are working with Bethersden to finalise the wording. Once completed Mr Ledger will circulate a copy to all councillors.

Shadoxhurst Harvest Fete

Arrangements are progressing. Councillors thanked Mrs Procter and Mr Cass for their work.

Funds to be Allocated to Village Forum Activities

It was agreed that the profit from the Coffee Club, Table Top Sale and Showcasing Shadoxhurst should be allocated an account headed Village Forum Account which will be used to fund further activities and events in the parish. A separate account will be kept within the Parish Council accounts for this money, totalling £482.00 to date, which will be shown under the heading Village Forum Account within the Parish Council's Earmarked Accounts.

8. CHAIRMAN'S REPORT

As with last month, this month has included a bit of time away, but there has been time for various meetings, including the Joint Parish's Lobbying Letter preparations. 83% of Parishes positively

support us and we are finalising the evidence base. I will circulate that in due course. The Local Plan submission was finally completed in time. Work is also proceeding with the final documents for the pub field. Again, I will circulate a final summary being prepared for the committee members to have in time for the meeting.

The newsletter was completed and is in the process of being circulated. I have also been liaising with the contractors doing the car park this week. We are doing some traffic counts in the village tomorrow. The counts for Chilmington Green are being done this week and it is important that these figures are a bench mark for the future increases in traffic flows in the village. However, these counts do not include the traffic flows in and out of the west of the village.

I attended a meeting of the Chilmington Green Stakeholders last week and we will hear about some of this in the presentation tonight, I would make the following observation. Work has only just begun and there was a lot of resident unhappiness that was fed back to the developers, contractors and ABC. This included work being done on the surface water drainage and SuDS which are filling up without any contribution from rainfall. There is genuine concern that the systems will not cope with heavy rainfall putting residents at risk. Promises were made to address this urgently. This work was begun before the submission of a planning application, indeed ABC issued a stop notice. It was also clear that communications with the existing residents is not yet properly established. Some saw it as a case of if you can't get it right at the beginning, what does the future hold? The frequency of the stakeholder's meetings has been increased to bi-monthly instead of quarterly.

9. SHADOXHURST WEBSITE

The Clerk reported that she had spoken to Mr Stanley as she found the website rather confusing. It was agreed to leave it as it is for this year and to restructure it as from the start of the next financial year. However, Councillors would prefer the website to be restructured immediately and Mrs Ellis and Mr Richmond Coggan will arrange to meet with Mr Stanley to discuss this and other matters relating to the website.

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

Mr Richmond Coggan in September

Mr Carroll in October

Mrs Procter in November

Mrs Ellis and Mr Ledger in December.

General Issues relating to the Village Hall

The electrician has carried out PAT and electrical testing at the hall and has removed the heater at the far right hand side of the hall as it is faulty.

The microwave in the kitchen is also faulty. This is the property of Future Scholars and they have been asked to remove it. They have also been asked not to cover the heater in the bar with combustible materials if they switch it on and to supply us with copy of the PAT Certificates for their equipment.

Final Acceptance of Quotation for Decoration of the Village Hall

Following the councillors' decision to accept the quotation for £3825.00 + £680 to paint the ceiling last month they agreed to accept the quotation to refurbish the Future Scholars Cupboards at an additional cost of £150.00.

Resolution: Councillors unanimously agreed to ask the contractor to undertake the work at a total cost of £4655.00 during the week of the October Half Term.

Proposed Mrs Procter **Seconded** Mr Cass

Quotes for Replacement Lights.

Resolution: Councillors unanimously agreed to purchase 4 x 8 ft lights @ £72.

Proposed Mr Cass **Seconded** Mrs Ellis

Quotes for Repairs to the Floor

Mr Huxley has quoted £30 to repair the floor.

Resolution: Councillors unanimously agreed to accept the quote for £30 to repair the floor.

Proposed Mr Ledger **Seconded** Mr Cass

General Issues relating to the Pavilion

The new fridge is now in place.

The Electrical Certificates are out of date and the electrician has been asked to carry out testing as soon as possible.

The plumber is going to replace the pipework in the gentlemen's toilet.

Outside Lighting at the Pavilion

As this has not been repaired The Clerk will ask MBK for a quote.

Replacement of Toilet Window

The ladies' toilet window was broken during the month and a new unit has been ordered from Chart Glass at a cost of £140.00.

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

The resurfacing of the entrance to the car park has now been completed. The soil from the bund needs to be distributed around the edge of the car park. Mr Ledger will speak to Penfolds and ask them to remove the bund and replace the bollards.

The straps have been stolen from the tree in the field, and sadly the tree has fallen over. Mr Ledger will organise its removal.

The Play Area Inspection Co has submitted the Inspection Report for 2017 and Councillors agreed to instruct them to carry out the inspection in 2018.

Quotations for Community Exercise Equipment

Four quotations have been received and Councillors Ellis, Procter and Crowley will meet to compare them and report their findings and recommendation as to which quote to accept to the full council at the next meeting.

Replacement of Coin Meter in Hall

This meter has been updated and is back in place.

Provision of Heater in Future Scholars Cupboard

Defer to future meeting.

Recreation Field Fence

The fence should be repaired in time for the Harvest Fete on 30September.

Quotation for Landscaping around Sign

Aspire has quoted £764.40 to undertake the following work: -

Remove existing vegetation,
Cultivate soil and top up where necessary
Lay new turf and water in

To maintain every 3 weeks at the same time as the grass on the Village Green is cut will be an additional £150.00 for 12 visits.

Resolution: Councillors unanimously agreed to defer a decision until a future meeting.

11. BOROUGH COUNCILLORS REPORT

A debate will be held at the Parish Forum, under the agenda item headed Gypsy and Traveller Issues and Options, asking Parish Councils to join in in finding Gypsy and Travellers sites in the parishes in the Borough. He advised Shadoxhurst councillors to attend as Shadoxhurst has the largest number of sites in the Borough.

Mr Ledger, Mr Cass and Mr Richmond Coggan would like to attend and The Clerk will contact ABC and ask whether we could be allocated 3 places instead of the one initially offered by ABC.

12. COUNTY COUNCILLORS REPORT

Councillor Angell was unable to attend the meeting.

13. OUTSIDE REPORTS**Footpath Warden**

Nothing to report.

14. VILLAGE RESPONSIBILITIES

Following comments from a resident during the Public Interval, it was agreed that a letter should be written to Mr Quinn of Quinn Farm services and ask him to ask his drivers to reduce their speed to 25 – 30mph through the village as houses are being shaken by the speed of the lorries. Pedestrians are also at risk due to the fact that there is no pavement along Tally Ho Road.

15. ITEMS FOR INCLUSION ON THE AGENDA FOR NEXT MEETING

No item put forward for inclusion.

16. ITEMS TO BE REPORTED TO KENT HIGHWAYS/PROW

No items to be reported.

Painting of yellow lines in Woodchurch Road Bus Stop Lay By

Nothing to report.

Parking outside Rectory Bungalows

Mrs Williams will meet with Mr Carroll and Mr Ledger to discuss this.

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

We still await feedback from our submission to KALC.

Village Speed Limits

A petition demanding a reduction in the speed limit along Hamstreet Road is being presented to KCC in October. Mr Ledger and Mr Procter are preparing a report on this road and are hoping that Kingsnorth, Orlestone and Ruckinge Parish Councils will agree to sign it

17. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

Mr Ledger thanked Mr Webb for setting up the Neighbourhood Watch.

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

There being no other business the meeting closed at 10.30 pm.

Signed..... Dated
Chairman

SHADOXHURST PARISH COUNCIL

RECORD OF PLANNING APPLICATIONS

2017

SEPTEMBER 2017

17/01280/AS Green Farm, Church Lane, Shadoxhurst, Ashford, TN26 1LS
Change of use of part of existing barn to yoga, art and other workshops and retreat within wellbeing and hospitality business and single storey extension
Parish Council: Support

17/01308/AS Plot 2, Former T K Banbury Transport Ltd, Blindgrooms Lane, Shadoxhurst, Kent
Proposed alterations to Plot Two along with double garage (Alteration from approved 16/01172/AS Erection of 4No. detached dwellings)
Parish Council: Support

For further discussion, following receipt of additional information

17/01153/AS Frog Hollow, Church Lane, Shadoxhurst, Ashford, TN26 1LY
Outline application for the demolition of the existing dwelling and outbuilding and the erection of a replacement detached dwelling
Parish Council: Following the receipt of additional information, councillors agreed to rescind their previous comments and support this application. They would and ask that the previous objections be removed from the website.