

# SHADOXHURST PARISH COUNCIL

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## MINUTES 417

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

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

**PARISH CLERK:** Mrs J Batt

**BOROUGH COUNCILLORS:**

**COUNTY COUNCILLOR:**

**MEMBERS OF THE PUBLIC:** There was one Member of the Public present for part of the meeting.

**1. APOLOGIES FOR ABSENCE**

An Apology for Absence was received Mr R Crowley, (prior engagement), Borough Councillors, Mrs A Hicks and Mr G Bradford and County Councillor, Mr M Angell

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

**Declarations of Pecuniary Interest**

Mr Cass declared a Pecuniary Interest in Planning Application No 17/01423/AS, as he is the owner of the property.

**Declarations of Significant Interest**

Mrs Ellis, Mrs Procter and Mr Ledger declared a Significant Interest in Planning Application No 17/01676/AS 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.**

**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**

To clarify - the delay with the broadband is due to many technical problems and disagreements between the providers.

Minutes 416 of the meeting held on 8 November were accepted and it was unanimously agreed that Mr Ledger should sign them.

**Proposed Mr Ledger**

**Seconded Mrs Ellis**

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

Mr Ledger reported that he had replied to the Chief Executive of ABC, following her reply to his letter of 21 September, regarding concerns at the way planning application number 15/01496/AS was determined, but has yet to receive a response.

**5. PUBLIC INTERVAL**

The meeting was opened to the Members of the Public present from 7.49 -7.55 pm during which time those present discussed Planning Application No 17/01423/AS. Mr Cass left the room for the duration of the discussion.

**6. PLANNING**

Please see attached list.

**Discussion and Decision on action to be taken on any other matters related to Planning issues within the Parish**

The Pavilion has been booked on 14 December by the developer of a proposed development of 200 houses in Tally Ho Road.

**Naming of Pub Field development**

Pentland has suggested the name "Berberis Place" for the Kings Head Field site and ABC has written to the Parish Council to ask whether the members agree with the name.

Following discussion, councillors agreed that the name Berberis has no relevance to the village as it does not grow in the hedgerows. The name Dockers Close was considered to be more suitable as the Shadoxhurst football team which used to play on the field were known as "The Dockers"

**Proposed Mr Carroll**

**Seconded Mr Richmond Coggan**

**Application to Divert part of Public Footpath AW327 and Extinguish Public Footpath AW328**

Councillors have asked Pentland to leave Footpath AW327 around the left side of the development and to re-route AW328 to the right by Nairne Close as seen from the Woodchurch Road.

**Local Plan Update**

The Local Plan went to the Cabinet meeting at ABC last week and is going to Full Council tomorrow, 14 December.

**Chilmington Green**

Nothing new to report.

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

HMRC re Payment of PAYE

ABC re Discretionary Business Rate relief – the Clerk will apply using 2011 as the date  
The Parish Council took responsibility for the field.

Open Spaces

Countryside Voice

ABC re name for houses on the Kings Head Field site

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

KCC - The 2A Bus service is under review

Concessionary Bus Passes are under review

**Bank Reconciliation - Long Term Deposit account**

Opening Balance	<b>510.00</b>	Balance per Current Account	<b>610.00</b>
Refund of Deposit	50.00		
	<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	29625.44
Add Receipts	50573.62	Plus Uncleared Receipts	315.50
	<b>77975.87</b>		<b>29940.94</b>
Less Payments	49889.00	Less Uncleared Payments	1054.07
	<b>28086.87</b>		<b>28886.87</b>
Less Earmarked Funds	6892.28	Plus Uncleared Deposit Received	000.00
<b>AVAILABLE FUNDS</b>	<b>21194.59</b>		<b>28886.87</b>
		Less Uncleared Deposit Refunds	800.00
			<b>28086.87</b>
		Less Earmarked Funds	6892.28
		<b>AVAILABLE FUNDS</b>	<b>21194.59</b>

**Accounts to be paid**

PAYEE	DETAILS	CHQ NO	NET	VAT	GROSS
Mrs J Batt	Salary		451.75		
	Expenses		3.60		
	General Admin	1006	14.00		469.35
HMRC	Income Tax	1007	26.80		26.80
Bibby (Lodestar Cleaning)	Cleaning		188.94		
	Caretaking	1008	48.49	47.49	284.92
Clive Stanley	Webmaster Services	1009	273.00		273.00
1 x Hirers of Village Hall	Deposit Refund	1010	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 - £38.00 – Pavilion

Proposed Mr Cass      Seconded Mr Carroll

**Earmarked Funds**

	<b>Balance 08.11.17</b>	<b>+/- Dec</b>	<b>Balance 13.12.17</b>
Recreation Facilities	3500.00		3500.00
Bulb and Tree Planting + Planters	100.00		100.00
Recycling – Reallocated to Major Village Hall and Pavilion Refurbishment Painting Village Hall	NIL		NIL
Bus Shelters	300.00		300.00
Contingency	457.31		457.31
Website Budget 2017/2018 To date Paid at this meeting		600.00 -570.99 -273.00	-243.99
Millennium Sign Budget 2016/2017 Budget 2017/2018		200.00 200.00	400.00
Tree Surgery Budget 2017/2018		200.00	200.00
Recreation Field Drainage Budget 2017/2018		1000.00	1000.00
Village Events Account	1178.96		1178.96
<b>TOTAL</b>	<b>5536.27</b>	<b>1356.01</b>	<b>6892.28</b>

**Preparation of Budget and Setting of Precept for 2018/2019**

**Resolution:** Councillors unanimously agreed to set the Precept at £17000.00 for the 2018/2019 Financial Year.

Proposed Mrs Ellis      Seconded Mrs Procter

Please see budget attached.

**Resolution:** Councillors unanimously agreed to set up a 3<sup>rd</sup> Bank Account to enable the council to keep the income and expenditure for the Village Hall, Pavilion and Field separate from the Parish Council accounts.

Proposed Mr Carroll      Seconded Mr Richmond Coggan

**Joint Parishes' Lobbying Letter Update**

Nothing to report.

**Shadoxhurst Utilities and Services Sub Committee**

Nothing to report

**8. CHAIRMAN'S REPORT**

Since the last meeting we held an Armistice Ceremony on the village green on the 11<sup>th</sup> and Sheila, Stuart, Martin and I represented the Parish at the Remembrance Service on Sunday 12<sup>th</sup> November at the Church. I also attended a meeting with ABC Planning and Southern Water along with Sheila and Mr Finnis, as part of our Utilities Committee to firm up issues and questions we have. Sadly, SW have still not replied to any of our questions yet. I have sent a reminder.

The Joint Parish's Traffic Committee was revived in November, following resignations and I was elected Chairman. Those at the meeting formed an executive to get the agenda and concerns back on track. I am indebted that Ian Procter is happy to continue on there. Contact was made with relevant KCC Officers who preferred a daytime meeting. So this morning we met at KCC Offices to make contact and get updates on Great Chart Road duelling and Chilmington Green. There will be some notes circulated from this meeting in a few days. The dualling will hopefully start late February / early March and the work is designed to keep daytime traffic free flowing and will be finished in 15-18 months. Junction 10a will also coincide, but most work for that is off line and should not be too disruptive. An ABC Planning Officer also attended and said that the reserved matters for the first housing at Chilmington Green will be going to the February 2018 Planning Committee, once approved then house building will begin. Contractor's access will be from the newly created roundabout on the A28. It was a very positive meeting and sorted out lines of communication and who we can contact for what. This will be circulated. Hopefully the Officers involved will see that we can help circulate information they give out.

The History Club has begun and is very popular, and there were two Village Forum meetings. Sheila and I attended the KALC AGM, and Martin and I attended the meeting on the pub site to try and preserve the PROW routes and avoid them going through the built estate. Last night Sheila and I also represented the Parish at the Ark Drama Christmas celebration and awards event.

Finally, the Farley Charity crops up at this time each year. There were no applications for money in the timeframe and as they say in quiz programmes, the money will roll over to the next year. I haven't yet called a meeting of the Trustees but I will do this in the new year as there is no immediate urgency.

**9. SHADOXHURST WEBSITE**

Mrs Ellis is now able to update the website and will instruct Mr Richmond Coggan as to how to do it. From now on they will update the site with details of forthcoming village events.

The Clerk will ask Mr Stanley to create a Neighbourhood Watch page.

Councillors agreed the increase in cost from £26 per hour to £28 per hour from April 2018.

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

Mrs Ellis and Mr Ledger in December

Mr Richmond Coggan in January

Mrs Ellis and Mr Ledger in February

Mr Cass in March

Mr Crowley in April

**General Issues relating to the Village Hall**

**Resolution: Councillors unanimously agreed to charge Future Scholars a cleaning fee of £1.00 per hour from 1 April 2018.**

The Clerk will ask Mr Huxley to look at the internal door as it is sticking.

**General Issues relating to the Pavilion**

The Smart Meter has been installed in the Pavilion.

Lodestar will be asked to check the Pavilion once a month and top up hand towels, toilet rolls, and liquid soap and to leave 6 toilet rolls and 2 packs of hand towels in the cupboard.

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

The 2 split posts have not been replaced and one of the middle rails has now come adrift.

The Clerk contacted the contractor who will be in touch after 15 December.

The sheep are right up against and leaning on the fence, but is a stock proof fence, so should withstand their weight.

Letters will be sent to residents living on The Green asking them not to park on the path or The Green.

**Community Exercise Equipment**

ABC has informed us that they are in the process of transferring the money for this project.

The Clerk will email Mr Crowley and arrange to send the acceptance letter to the successful contractor.

**Landscaping around Millennium Sign**

Councillor Ledger and Mr Richmond Coggan signed the agreement with the Pierce Coggan Foundation. Work to the area around the sign will start in the new year.

11. **BOROUGH COUNCILLORS REPORT**

Neither councillor was at the meeting.

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**

Terms of Reference for the Village Forum.

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

Nothing to report.

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

Nothing to report.

**Parking outside Rectory Bungalows**

Mr Carroll undertook a survey of residents during November. The result showed that there are 10 cars owned by the residents of the 9 bungalows.

It would be possible to increase the parking at very little cost to allow for 9 cars and it was suggested that a permit scheme could be put in place allowing the residents to park on a designated area.

Mr Ledger and Mr Carroll will draw up a plan suggesting a solution to this problem to be submitted to ABC

**Village Speed Limits**

KCC has issued a statutory notice on the proposed changes to the speed limits in the parish. The Parish Council supports this proposal.

Mr Ledger met with KCC regarding cutting down trees on the A28. They are exploring the possibility of using site cleared timber, Oak, Cherry and Horse Chestnut, for community projects. Councillors will give some thought to this, but the expenditure required to fashion something from wood was raised as a concern.

Two branches were knocked off the branches of the tree outside of the Pavilion by one of Quinn’s lorries. The Clerk will write to inform Mr Quinn and ask him to speak to his drivers, again and ask them to take more care when driving through the village.

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

The next Parish Council meeting is due to be held on Wednesday 10 January 2018.

There being no other business the meeting closed at 10.44 pm.

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

# SHADOXHURST PARISH COUNCIL

## RECORD OF PLANNING APPLICATIONS

### 2017

**Councillors agreed not to comment on applications relating to Chilmington Green. Please see relevant applications on ABC's Planning Portal**

#### DECEMBER 2017

17/01423/AS The Firs, Nickley Wood Road, Shadoxhurst, Ashford, Kent, TN26 1LZ  
Change of use of the land to site for 10 grass pitches for touring caravans, tents, trailer tents and Motorhomes, including recreational use for camping and fishing and use of one-bedroom lodge as a holiday let along with associated hardstanding and cesspool to facilitate the use (retrospective) (description amended 17.11.2017)

Mr Cass left the room for the discussion on this application.

**Parish Council: No Comment as the amended planning application now includes change of use and seems to be for a more commercial operation than the one that was considered by the Parish Council in November 2017. In addition, there are now a number of new objections from neighbours and official bodies that raise issues of impact on wildlife and the natural environment, noise and light pollution and the sewerage system.**

**Councillors do not feel that they have sufficient expertise to determine these issues, but if the concerns can be satisfied within the planning consent councillors will continue to support this application.**

17/01672/AS Elite, Hornash Lane, Shadoxhurst, Ashford, Kent, TN26 1HU  
Outline application for the erection of 7 dwellings to consider access

**Parish Council: Support but expect that the opinions raised by various ecology and nature organisations are properly considered**

17/01676/AS 1 Park Farm Close, Shadoxhurst, Ashford, TN26 1LD  
Proposed part first floor, part two storey side and rear extension, removal of existing conservatory and lean-to and erection of a car port and flat roof canopy area to the rear. Replace existing hanging tiles to the front with modern white cement board cladding. Replacement windows.

**Parish Council: Support but not for the currently proposed wall treatment of white cement board cladding. This is not a material in use in the locality and request that the hanging tiles are maintained.**



17/01755/AS 1 Moreton Terrace, Woodchurch Road, Shadoxhurst, Ashford, Kent, TN26 1LG  
Existing Garage conversion with first floor extension above, along with single storey rear extension to provide an annex  
**Parish Council: Extension requested until next meeting**

**Decision Notices received from ABC**

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  
**Borough Council: Permit**

16/01244/AMND/AS Proposed base station at Cage Wood, Hamstreet Road, Shadoxhurst, Kent  
Revision to application 16/01244/AS - The installation of a 25.0m lattice tower, 6no. antennas, 4no. equipment cabinets, 2no. Dishes and ancillary development within a chain-linked fenced compound - The equipment will be reduced. The tower will be changed to a 20m mini macro pole with 1no dish and 1 no equipment cabinet within the fenced compound.  
**Amended Plans Approved**

17/01448/AS The Chilterns, Hornash Lane, Shadoxhurst, Ashford, Kent, TN26 1HU  
Single storey rear extension  
**Borough Council: Permit**

17/01468/AS Land South of Glebe Retreat, adjacent, Duck Lane, Shadoxhurst  
Prior approval for change of use from agricultural barn to a single dwelling  
**Borough Council: Prior approval given**

17/01521/AS Ensign, Church Lane, Shadoxhurst, Ashford, TN26 1LX  
Erection of a single storey side extension to enlarge existing dwelling to accommodate elderly relatives  
**Parish Council: Permit**