

SHADOXHURST PARISH COUNCIL

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MINUTES 429

Minutes of the Ordinary Parish Council Meeting held in The Pavilion on Wednesday 12 December 2018 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

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLORS:

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There was one member of the Public in attendance for part of the meeting.

1. APOLOGIES FOR ABSENCE

An Apology for Absence was received from Mr S Cass as he would not be in Shadoxhurst at the time of the meeting and Borough Councillor Hicks and Borough Councillor Bradford.

2. APPROVAL OF REASONS FOR APOLOGY FOR ABSENCE

Councillors approved Mr Cass's Reason for Absence 5:1 abstention.

3. 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.

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.

4. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING

Minutes 428 of the meeting held on 21 November 2018 were accepted and it was unanimously agreed that Mr Ledger should sign them.

Proposed Mrs Procter

Seconded Mr Carroll

5. MATTERS ARISING FROM THE PREVIOUS MINUTES

There were no Matters Arising not covered on the Agenda.

6. PUBLIC INTERVAL

The meeting was opened to the public from 7.33 – 7.42, during which time the resident in attendance put forward critical comments regarding a planning application, which was to be discussed under item 7.

7. PLANNING

Please see attached list.

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

An appeal has been lodged in respect of Planning Application no 17/01888/AS Land north of Farley Close, Woodchurch Road, Shadoxhurst, Kent. Councillors will consider submitting additional information.

Councillors agreed to send the matrix prepared by Mrs Procter to show that we should not be in HOU5 to the Planning Inspector to ensure that he has seen the document.

Chilmington Green

Nothing to report

Meeting with Foster and Payne

Foster and Payne have confirmed that they will attend the Public Meeting on 13 January 2019.

8. CORRESPONDENCE, FINANCE AND OTHER COUNCIL BUSINESS

Open Spaces

ABC Booking Form for Village Hall for Election

WKPS

Open Spaces

EK Fire – Fire Safety Log Book - Mr Carroll will read and report back

Countryside Voice

ABC Rate Demand

EMAIL CORRESPONDENCE BROUGHT TO THE ATTENTION OF THE MEETING**All emails are forwarded to all Councillors with email**

ABC re Precept for 2019/2020

Mid-Year Audit

The Clerk read out Mr Robbins report. There were no matters for attention.

Bank Reconciliation - Long Term Deposit account

| | | | |
|-----------------|--------|-----------------------------|--------|
| Opening Balance | 910.00 | Balance per Current Account | 910.00 |
|-----------------|--------|-----------------------------|--------|

Bank Reconciliation - Village Hall and Pavilion Account as at last statement

| | | | |
|-----------------------------------|-----------------|-----------------------------|-----------------|
| Opening Balance ex memorandum a/c | 1000.00 | Balance per Current Account | 10312.10 |
| Plus Receipts | <u>17818.75</u> | Plus Uncleared Receipts | <u>0.00</u> |
| | 18818.75 | | 10312.10 |
| Less Payments | <u>8566.65</u> | Less Uncleared Cheques | <u>60.00</u> |
| | 10252.10 | | 10252.10 |

Bank Reconciliation – Parish Council Treasurers Account as at last statement

| | | | |
|----------------------|-----------------|--------------------------------|-----------------|
| Opening Balance | 52024.63 | Balance per Treasurers Account | 32450.81 |
| Add Receipts | <u>34017.93</u> | Plus Uncleared Receipts | <u>0.00</u> |
| | 86042.56 | | 32450.81 |
| Less Payments | <u>53741.75</u> | Less Uncleared Payments | <u>150.00</u> |
| | 32300.81 | | 32300.81 |
| Less Earmarked Funds | <u>13108.96</u> | Less Earmarked Funds | <u>13108.96</u> |
| | 19191.85 | | 19191.85 |

EARMARKED RESERVES

| | Balance 10.10.18 | +/- November | Balance 21.11.18 |
|-----------------------------------|-----------------------------|-------------------------|-----------------------------|
| Recreation Facilities | 4000.00 | | 4000.00 |
| Bulb and Tree Planting + Planter | 200.00 | | 200.00 |
| Bus Shelters | 800.00 | | 800.00 |
| Contingency | 957.31 | | 957.31 |
| Website | 100.01 | | 100.01 |
| Millennium Sign | 600.00 | | 600.00 |
| Tree Surgery | 400.00 | | 400.00 |
| Recreation Field Drainage | 2000.00 | | 2000.00 |
| Village Events Account | 2286.90 | | |
| Marquee Hire | | -150.00 | |
| Banners | | -56.20 | |
| Cash Payments | | -385.20 | |
| VAT adjustment | | -64.26 | 1631.24 |
| Village Hall Repairs added Nov 18 | | 797.40 | 797.40 |
| Pavilion Repairs added Nov 18 | | 623.00 | 623.00 |
| Decorating added Nov 18 | | 1000.00 | 1000.00 |
| TOTAL | 11344.22 | 1764.74 | 13108.96 |

Parish Council Accounts to be Paid

| PAYEE | CHQ NO | DETAILS | NET £ | VAT £ | GROSS £ |
|---------------|---------------|-------------------------------------|-------------------------|--------------|----------------|
| Mrs J Batt | 1086 | Salary Expenses General Admin | 462.65 2.25 14.00 | | 478.90 |
| HMRC | 1087 | Income Tax | 20.40 | | 20.40 |
| Colour Thirst | 1088 | Newsletter Printing | 159.00 | 31.80 | 190.80 |

| | CHQ NO | DETAILS | NET £ | VAT £ | GROSS £ |
|---------------------------|---------------|-------------------------------|-----------------|--------------|----------------|
| Bibby (Lodestar Cleaning) | 036 | Cleaning Caretaking - Hall | 200.15 51.32 | 50.29 | 301.76 |

Resolution: Councillors unanimously agreed to pay the above accounts and noted the Direct Debit Payment to EDF of £177.00 for the electricity for the Village Hall and £50.00 for the electricity for the Pavilion

Proposed Mrs Ellis

Seconded Mr Richmond Coggan

Internet Banking

Nothing to report.

Setting up of Direct Debit with Castle Water

Mrs Ellis and Mr Ledger have not yet set the Direct Debit up.

Insurance

The policy is due to be renewed in February.

Transparency

Councillors were asked to monitor the website to ensure that we comply with legislation.

Data Protection

Nothing to report

Lorry Watch/Speed Watch

Deferred to future meeting.

Conservation Area Review Group Report

Mr Crowley reported that they had met with Helen Garnett from ABC and the next step is to prepare a matrix of the area, which she is going to help with. We are at the top of ABC's list for a Conservation Area Review and the Policy Officer is supportive of the Parish Council submitting a plan to extend the Village Green. A local resident is keen to assist in terms of capturing the history of Shadoxhurst and offered to join the group as a consultee.

Utilities Advisory Group

Members met with a representative of Southern Water and are hoping for answers to the questions raised at the meeting by Christmas.

Village Forum

Next meeting is due to be held on 8 January.

Road Signs

The terminus sign at Stubbs Cross has been changed. The sign at Quince Cottage still says 40 mph.

Risk Assessment

Mr Richmond Coggan has not completed the Risk Assessment.

Defining Village Confines

Mr Ledger attended the workshop with ABC on 30 November and it was agreed to hold a meeting on 2 January, prior to the Public Meeting to ensure that Councillors have everything clear in their minds to enable them to answer any questions put to them at the meeting and to prepare a survey to be given to everyone who attends. Information on the Village Confines and proposed developments in Shadoxhurst will be relayed to residents via the Village Forum on 8 January. A leaflet will also be prepared and taken to the Coffee Club where residents will be asked to take a few to distribute to their neighbours.

The information from the Village Confines Workshop will be distributed to all Councillors.

NALC Legal Briefing L09-18 Public Sector Bodies Regulations 2018

The Clerk will contact Mr Stanley and ask his advice regarding this.

Arrangements for Public Meeting

The Public Meeting to alert Members of the Public to the proposed Village Confines and the proposed developments in Shadoxhurst is to be held on 13 January.

Following a vote Councillors agreed that the Developers will be permitted to attend, but will be limited to the amount of space they are given to display their information.

Proposal to form Charitable Land Trust in Shadoxhurst

Councillors agreed in principle to form a Charitable Land Trust. Mr Crowley will investigate further.

9. CHAIRMAN'S REPORT

Not much to report this month. Carol and I attended the Village Confines Workshop at ABC. It did show that we knew quite a lot more than some of the other attendees. However, it is still troubling that the interpretations of 'confines' are likely to be an eternal problem to Shadoxhurst.

10. SHADOXHURST WEBSITE

Nothing to report.

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

Mr Ledger and Mrs Ellis in December

Mr Cass in January

Mr Carroll in February

Mrs Procter in March

Terms of Reference for Village Hall and Pavilion Working Group

The following was proposed and will be discussed again at the next meeting:

The Working Group will consist of 3 Parish Councillors plus the Chairman of the Parish Council as ex officio.

The Group will be responsible for:

The day to day running of the Village Hall and Pavilion, overseeing the cleaning and maintenance, and health and safety in the Village Hall and Pavilion.

In consultation with the full Parish Council, preparing specifications and inviting quotations for work required to the Village Hall and Pavilion.

The quotations will be sent to the Parish Clerk and opened at full Parish Council meetings at which the decision as to which one to accept will be taken.

The members of the Group shall not authorise any payment for work. Any work required must be agreed at a Parish Council meeting and all accounts for payment will be sent to the Parish Clerk for authorisation at a full Parish Council meeting.

If applicable, the Group will prepare a monthly report to be submitted to the Clerk in time for the monthly Parish Council Meeting.

Report from Village Hall and Pavilion Working Group

The newly formed group has not yet met.

We will ask the Fire Inspector to come and look at the hall and advised on fire safety and the number of people we should allow in the Village Hall and Pavilion.

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

The Pearce Coggan Foundation has planted 300 bulbs in the sign area and 6 new shrubs.

The road sign will be left where it is.

Renovation of Village Pump, Seat and Sign

The renovation work will be undertaken in the Spring.

Grass Cutting Specification

We are in a 3-year contract with Aspire until 2020.

Before cancelling the contract for cutting the Village Green we need to contact Aspire to see whether the cancellation will affect the cost of the rest of the grass cutting in the village, give the gentleman who is interested in taking the contact on a specification and ask him for a quote, along with a method statement and risk assessment.

Valuation of the Hall and Pavilion

Hobbs Parker will be asked to value the Hall and Pavilion.

Tree Inspection

A Tree Surgeon will be asked to inspect and report on the condition of the trees on the Recreation Field and Green. Mrs Procter will email the Clerk with the name of a Tree Surgeon.

12. BOROUGH COUNCILLORS REPORT

Councillor Hicks and Councillor Bradford were unable to attend the meeting.

13. COUNTY COUNCILLORS REPORT

Councillor Angell was unable to attend the meeting.

14. VILLAGE RESPONSIBILITIES**Village Sign Area**

Nothing new to report. Remove from agenda as covered under item 11.

Condition of Byways in Shadoxhurst

Nothing to report.

Rural Bus Service

Nothing to report.

Emergency Planning

Defer to future meeting.

15. ITEMS FOR INCLUSION ON THE NEXT AGENDA

No items were put forward for inclusion.

16. KENT HIGHWAYS/PROW

The Clerk reports highway issues via the KHS Portal.

KCC Footpath Review

Nothing to report.

Items to be reported to KHS/PROW

No items were put forward.

Painting of Yellow Lines in Woodchurch Road Bus Stop Lay By

Nothing to report.

Parking outside Rectory Bungalows

Nothing to report.

17. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

There being no other business the meeting closed at 10.15 pm.

Signed..... Dated

Chairman

SHADOXHURST PARISH COUNCIL

RECORD OF PLANNING APPLICATIONS

DECEMBER 2018

18/01707/AS Frog Hollow, Church Lane, Shadoxhurst, Ashford, TN26 1LY
Reserved matters for House Style, House Size, Location on Site, Landscaping, Approval of new entrance location from road in accordance with new dwelling permitted under outline application 17/1153/AS
Parish Council: OBJECT as this application disrespects the existing planning permission, 17/01153/AS, which was granted on the basis that:

- 1. In their own Design and Access statement for application 17/01153/AS points 5.10 - 5.13 specifically state that there will be no impact on other properties residential amenity. This application is contrary to that.**
- 2. In the officer's assessment, paragraph 5.7, the application was granted on the basis that the built building would be in line with the Outline Application and this is captured in condition 5 of the Planning Consent.**

The proposed property is of an overbearing size for the Church Lane area of Shadoxhurst.
This application is nothing like the original Outline Application in size, scale, exact location and bulk appropriate for the area.
The nearest property will lose significant residential amenity.
The health of the neighbour will be adversely affected by this property.
The property is closer to and extends beyond the back building line of Dragonfly.
If the Planning Officer is minded to consent to a property slightly larger than the Outline Permission, we would ask that they consider moving the building further away from Dragonfly.

Councillors will approach the Ward Councillors and if it is appropriate, if the officer is minded to permit, then they would ask that it is elevated to the Planning Committee

18/01715/AS Magnolia House, Blindgrooms Lane, Shadoxhurst, Ashford, Kent, TN26 1HN
Proposed garage in place of garage previously approved
Parish Council: Support

18/01716/AS Plot 3, Former T K Banbury Transport Ltd, Blindgrooms Lane, Shadoxhurst, Kent
Proposed garage in place of garage previously approved
Parish Council: Support

18/01720/AS Casa Ybel, Hornash Lane, Shadoxhurst, Ashford, Kent, TN26 1HU
Conversion of garage to living accommodation and store.
Parish Council: Support

An appeal has been lodged in respect of the following:

17/01888/AS Land north of Farley Close, Woodchurch Road, Shadoxhurst, Kent

Decision Notices received from ABC

- 18/01004/AS Woodside, Nickley Wood Road, Shadoxhurst, Ashford, Kent, TN26 1LZ
Variation of condition 5 on planning permission 14/01274/AS (Erection of detached 3 bedroom bungalow & garage (Resubmission of application 13/01064/AS)) to allow for change in design and size of dwelling
Borough Council: Permit
- 18/01215/AS Land between The Hollies and Park Farm Close, Woodchurch Road, Shadoxhurst, Kent
Installation of 2 x 4000 litre Calor gas tanks
Borough Council: Permit
- 18/01367/AS Land rear of the Kings Head, Woodchurch Road, Shadoxhurst, Kent
The excavation for the formation of the tie down base and installation of 2x 4000 litre LPG tanks underground and backfill, to provide gas supply for the 19 dwellings on site.
Borough Council: Permit
- 18/01444/AS 31 Molloy Road, Shadoxhurst, Ashford, TN26 1HR
Replace 18ft section of bushes (approx. 12ft high) with 6ft openable gates
Borough Council: Permit