

# SHADOXHURST PARISH COUNCIL

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## MINUTES 436

### Minutes of the Ordinary Parish Council Meeting held in The Pavilion on Wednesday 10 July 2019 at 7.30 pm

**PRESENT:** Mr M Richmond Coggan (Chair), Mr K Carroll, Mr P Emanuel, Mr S Cass  
Mr R Crowley and Mrs J Batt

**PARISH CLERK:** Ms C Laming

**BOROUGH COUNCILLORS:**

**COUNTY COUNCILLOR:**

**MEMBERS OF THE PUBLIC:** There was three Members of the Public in attendance including Matt Dowell and Alexandria Clapp

1. **APOLOGIES FOR ABSENCE**

Mr D Ledger.

2. **APPROVAL OF REASONS FOR APOLOGY FOR ABSENCE**

Councillors approved Mr Ledger's reason for absence.

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

**Declarations of Pecuniary Interest**

There were no Declarations of Significant Interest

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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. **APPOINTMENT OF PARISH CLERK**

Mr M Richmond welcomed Ms Laming to the role of Parish Clerk and thanked Mrs J Batt for all her hard work over the last 20 years. Mr R Crowley to issue Ms Laming with a letter of employment.

5. **ACCEPTANCE OF MINUTES OF PREVIOUS MEETING**

Minutes 435 of the meeting held on 10 July 2019 were accepted and it was unanimously

agreed that Mr Richmond Coggan should sign them.

**Proposed Mr K Carroll**

**Seconded Mr S Cass**

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

There were no Matters Arising not covered on the Agenda.

**7. PUBLIC INTERVAL**

The meeting was opened to the Members of the Public from 7.36pm – 7.48pm during which time a member of the public raised the issue with regards to businesses in Nickley Wood not being sufficiently registered. Names and more details are needed to pursue.

A member of the public raised his concerns to the driving conditions of Criol Lane especially the sides of the road which have formed shallow ditches in places. It was also noted that vehicles drive too fast and with the ditches changes need to be made. It was suggested that we should write an e-mail to raise the concerns of Criol Lane.

A member of the public discussed the Speedwatch with regards to the tax and registration of each vehicle. It was agreed that it was not our responsibility on to whether vehicles were taxed or insured but to focus on the capturing of speed.

A member of the public also raised his concern about the Bee population and how we should be planting more bee friendly plants. This has been called Plan Bee.

**8. PLANNING**

Please see attached list.

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

19/00806/AS The PC agreed to a detailed document outlining their reason for objection and for it to be submitted.

**Chilmington Green**

Nothing to report.

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

Open Spaces

**EMAIL CORRESPONDENCE BROUGHT TO THE ATTENTION OF THE MEETING**

**All emails are forwarded to all Councillors with email**

Councillors did not bring any emails to the attention of the meeting.

**FINANCE**

**Please see attached schedule.**

**Internet Banking**

Having been reported last month that Lloyds Bank had not received the forms Ms Laming will be starting the process again.

**Insurance**

Nothing to report.

### **Transparency**

Councillors were asked to monitor Shadoxhurst's Website to ensure that we comply with legislation.

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### **Data Protection**

This matter continues to be progressed.

### **Lorry Watch/Speed Watch**

Nothing to report.

### **Conservation Area Review Group Report**

Nothing to report.

### **Utilities Advisory Group**

Nothing to report.

### **Village Forum**

Nothing to report.

### **Risk Assessment**

Nothing to report.

### **NALC Legal Briefing L09-18 Public Sector Bodies Regulations 2018**

Nothing to report.

### **Report on the Charitable Land Trust in Shadoxhurst**

See attached Sheet

## **10. CHAIRMAN'S REPORT**

I firstly tender my apologies for my absence for this meeting. From a distance, can I welcome Caroline to our Team, the first day was a bit full on I guess. I am sure you will soon settle into your role.

On behalf of the Parish Council and indeed the village as a whole can I also thank Judith for all the years of service given. I wish you well and hope that you can find time to enjoy life once you retire fully from local government life.

The Speedwatch has at last started and there is a startling number of cars speeding particularly on Tally Ho Road. I would like to particularly thank Roger Hills for spearheading this and he has attended every session so far. Recent results were published after 11 sessions and well over 300 cars recorded. There have been a few sessions since with just as significant results, it is a considerable job putting all the data collected onto the Speedwatch website, particularly the numbers we have found, so this does take time. Roger will be keeping us up to date. I only managed two sessions recently on Tally Ho Road which was full on with the amount of traffic and over 25% having to be recorded as exceeding the limit. Thank you too to the other volunteers who are putting time to this. On the 4<sup>th</sup>, I was interviewed on KMTV about the staggering numbers driving through Shadoxhurst they had picked this up on Facebook. They want to come back in a few months time to see if there is a difference.

On the question of Rectory Bungalows, Colin and I met a Housing officer from ABC's Housing Department to try to move this further. We now need to find a time to visit a few key residents there to see if they would be happy with improvements to parking that specifically affects their property. As ever, ABC would like financial assistance from the Parish to make any improvements. We discussed some simple options after they had previously rebuffed the question of a proper survey with layout options, as being too costly.

My thanks to Stuart for co-ordinating two meetings for the embryo Shadoxhurst Countryside Trust.

The Garden Safari was well supported on Sunday and we raised £352 for the work to the Millennium Sign Garden.

Finally, I would like to thank Rob for the fine work that he put into co-ordinating and conducting the interviews for our new Parish Clerk. He took a lot of time and effort, including while on his holiday. He

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gave great support to me and I greatly appreciate it and he was very professional. We would have really struggled without Rob.

**11. SHADOXHURST WEBSITE**

The photograph on the front page needs to be changed to show the 30mph sign.

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

Mr Richmond Coggan in July

Mr Carroll in August

Mr Ledger in September

**Report from Village Hall and Pavilion Working Group**

Paul was welcomed to the group

Review Caretaker points Stuart to write to Matt with list of Jobs

The heating Repair and Replacement was discussed, other electricians contacted have not turned up! Colin to invite the electrician who provided the quotation to attend our next meeting on the 20<sup>th</sup> August. We will review his quote, and any others received. It is a specialist job and therefore cannot be "Tendered"

Redecoration of Village Hall is taking place at the end of August.

New Village Sign, was deferred at the SPC meeting to Rob to review design.

Stuart to receive handover of part of garage 24<sup>th</sup> July with Sarah. David has a letter from the past detailing the ownership, he will scan and circulate for information. The continued use of the future scholars was raised and is to be discussed at SPC level.

New Pin Boards, Stuart to ask Matt to quote.

Repair to floor, Stuart to ask Matt to quote.

Changes to gate swings, Stuart to ask Matt to quote.

Update Car Park gate to be installed at the end of August, locks and procedures to be reviewed at the next meeting.

Key safes, Stuart to ask Matt to quote to move the key safe at the Village Hall to under the light at the side, Colin to ask Matt to fix the Pavilion key safe, and was given the safe by Sheila.

Both Health and Safety updates to be reviewed at the end of September.

Request Caroline to attend the next meeting to review roles of group and new her as the new Parish Clerk

To reduce the use of paper products Stuart to ask Matt to quote, to provide and fix hot air dryers in the Pavilion.

We had a lengthy discussion regarding the use of the hall. Many issues had arisen from the function on Sunday. We could not conclude this issue or agree if we retain the deposit, fireworks were used and loud music was played outside, is this in contravention of the agreement?

Stuart to ask Garry at Lodestar if he can spot check how Sarah (Future Scholars) leave the Village Hall, perhaps a check list can be used and reported back to the group.

Date of next meeting 20<sup>th</sup> August, 10am @ Village Hall.

### **Quotation for Village Hall Cleaning and Caretaking for 2019/2020**

It was agreed to defer this issue until the next meeting.

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

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Nothing to Report

### **Renovation of Village Pump, Seat and Sign**

The colour change of the pump was discussed to go back to gold

### **Village Hall Heaters**

To obtain more quotes

### **Tree Inspection**

Nothing to report

### **Quotations for Work required following FA Report on the Recreation Field**

Nothing to report

### **Decorating outside of Village Hall**

Warren Hyder has been appointed to carry out the works which will commence the week beginning 5<sup>th</sup> August 2019

### **Job Description for Caretaker**

Matt Dowle has been appointed

## **13. BOROUGH COUNCILLORS REPORT**

There is not much to report as things are still bedding in with training and the new committees starting to meet for the first time. One such very recent meeting was the Local Plan and Planning Policy Task Group, upon which I sit. Officers have been working on the Gypsy and Travellers Planning Document. This was shelved last year during the Local Plan process, when it became apparent that to consult on it would mean holding up the adoption of the whole Local Plan. The Planning Inspectors looking at the LP agreed to allow ABC to put on hold on the proviso that it be dealt with promptly. The document is now being completed following Officer visits to every Traveller site in the Borough in recent months and is likely to come out for public consultation in September

## **14. COUNTY COUNCILLORS REPORT**

The County Councillor reported that there had been a number of enquiries from people around the country concerning problems with KCC money invested. The money has nothing to do with KCC operations as it belongs to the pension fund and the situation is being addressed.

## **15. VILLAGE RESPONSIBILITIES**

It has been agreed to remove this off the next agenda.

## **16. ITEMS FOR INCLUSION ON THE NEXT AGENDA**

The Street

## **17. KENT HIGHWAYS/PROW**

### **Completion of Highway Improvement Plan**

Defer to next meeting.

**Speed Limit in Hornash Lane**

Nothing to report.

**KCC Footpath Review**

Nothing to report. Remove from future agenda.

**Items to be reported to KHS/PROW**

No items were put forward.

**Painting of Yellow Lines in Woodchurch Road Bus Stop Lay By**

Mr Ledger has written to the Officer at ABC and is awaiting a reply.

**Parking outside Rectory Bungalows**

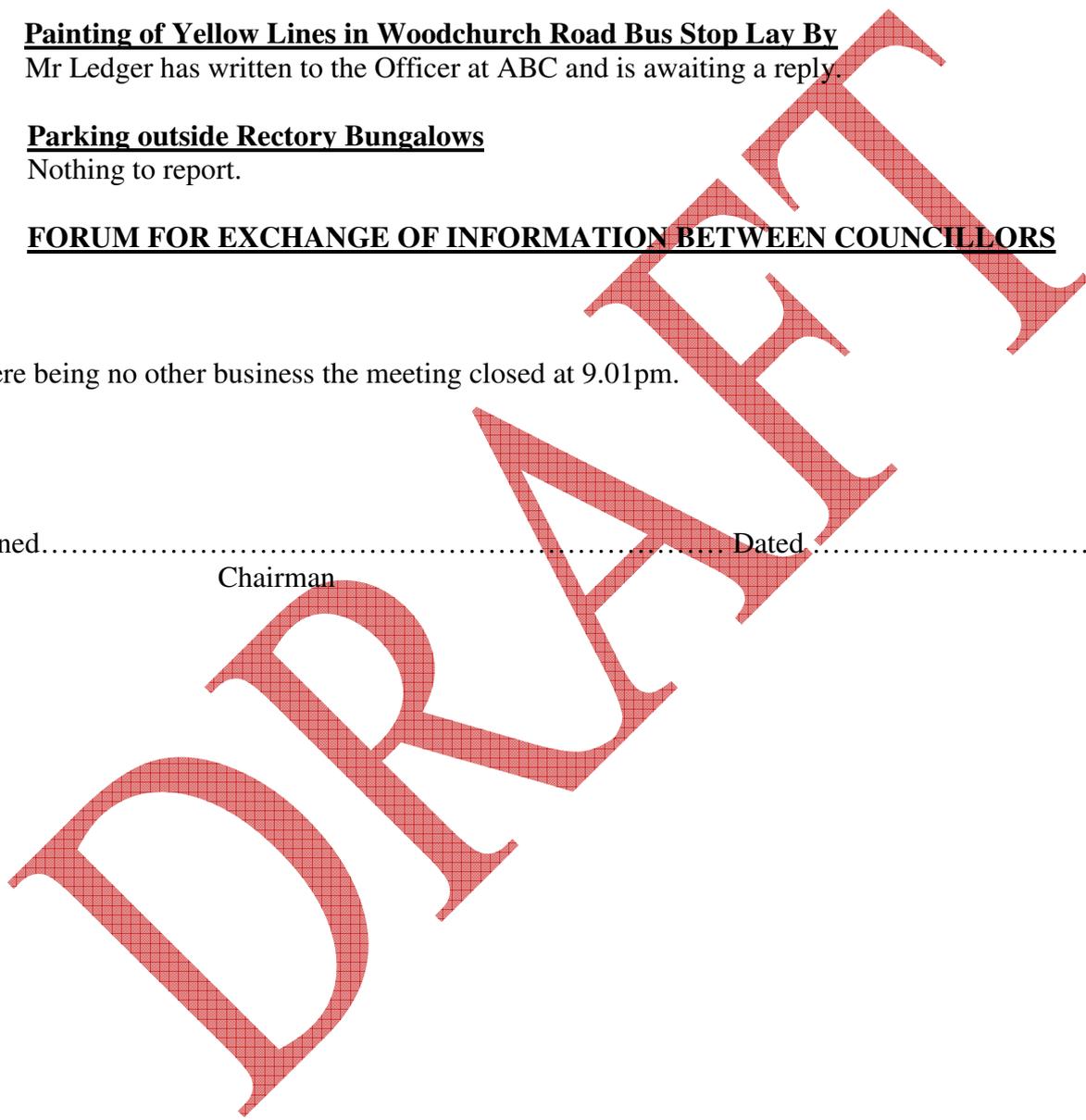
Nothing to report.

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

There being no other business the meeting closed at 9.01pm.

Signed..... Dated.....

Chairman



Shadoxhurst Countryside Land Trust  
Meeting 5 July 2019

Present: David Ledger, Stuart Cass, Bernard, Cheryl Vander  
Apologies: Sheila Ellis, John Hayward  
Copy to: Anne Forbes/Peter Webb for information

➤ **Last Meeting notes:**

SC went through the stab points from the last meeting.

➤ **Fund Raising:**

SC and DL agreed that it was in order for the parish council to underwrite the £5,000 required as a pledge to register with the Charities Commission. To date, pledges of £1250 have been made and the Group will continue to pursue others for pledges. To clarify, the money is ringfenced but it is hoped that the pledges will equal the £5,000 eventually and other fundraising will assist in this.

The Land Trust and associated fundraising should be ready to be unveiled at the Fete, with a table of its own. SC would prefer a different description to 'launch'. Discussed fabricating a 'thermometer' showing current fund raising with target marked on it, a visual prompt for villagers at the Fete. The Group would need to identify someone artistic who would be prepared to make this.

➤ **Legal Meeting:**

SC and DL attended a recent meeting with James, the solicitor, with the solicitor preparing a final draft for terms of conditions of our proposed Trust, together with preparing the application for the Charities Commission. Treasurer – will need a treasurer when setting up the charity.

➤ **Pledges:**

It was agreed that an explanation of our aims/objectives should feature on the reverse of the pledge application forms. All Trustees to have the forms with us so we can ask villagers on an ad hoc basis.

CV will draft something and circulate to the Group for further amendment/comment.

➤ **Forum:**

The Land Trust will be a standing item on the Forum agenda, as agreed previously with Anne Forbes the Chairman. The Forum should also be approached to see if funding from the Forum would be a possibility.

➤ **Boot Fair:**

Bernard suggested speaking to Hamstreet and Woodchurch as both of these have boot fairs at the weekends on an established basis and the Trust would not want to clash with these.

It might be possible to undertake some sort of tabletop exercise as previously in the Village Hall, perhaps during the cooler weather.

➤ **Quiz Night at The Kings Head pub:**

Will also offer raffle tickets and these can be sold prior to the Quiz Night. All trustees to be involved in raffle ticket sales. Proceeds of entry price (£2 per person) will be raised by the pub and passed onto the Trust as a fundraiser. This will be 28 July at 7 p.m. Pledge leaflets should be on the tables.

➤ **Barn Dance:**

SC organising tickets, £5 each for entry, marquee at the pub, disclaimer signed on Trust behalf, by SC. Julie in pub organising entrance/exits on the night. Drinks strictly purchase at the pub, BBQ provided by SC £5 per portion. SC has ordered 100 tickets but can increase up to maximum 150. This will be 18<sup>th</sup> August 7 – 11.30. Children must be 12 or over. SC to look on clip art for designing publicity posters. SC will need help setting up on Sunday a.m., tables not required, stack

chairs for collection. Also need help taking down at the end of the evening of 18<sup>th</sup> August, as marquee needs to be ready for dismantling the next morning. A caller is £200, who will bring a CD player. Straw bales will be available. To decorate..... additional flowers (some may be left over from the wedding of the day before but may be wilting a bit). Balloons cheapest, perhaps bunting. Directional signs – again SC to look on Clip Art. Raffle tickets (books from Cheryl). One prize – a day and evening at the Firs Lodge. Need to keep a proper income and expenditure sheet for the Barn Dance. Monies to be held by parish council until a charitable entity set up by Land Trust.

- **500 Club** :Think we need to be a charity in order to run this, keep account details if villagers paying by direct debit etc. Telephone numbers and email addresses of the Trustees will be circulated separately.
- **Date of next meeting** Wednesday 7 August: 2 p.m. at The Firs Lodge (SC/MC)

# SHADOXHURST PARISH COUNCIL

## RECORD OF PLANNING APPLICATIONS

### 2019

#### JULY 2019

19/00753/AS Electricity Substation south east of Meadow View, Chilmington Green Road, Great Chart, Kent, TN23 3DL  
Construction of an electricity sub-station within Main AAP Phase 1, Allotment Site (A5) at Chilmington Green, Ashford  
**Parish Council: NO COMMENT**

19/00806/AS Land rear of Brinklow, Woodchurch Road, Shadoxhurst, Kent  
Demolition of existing dwelling and change of use of land and erection of 34 dwellings restricted for occupation by over 55's with associated Community Lodge, parking and landscaping  
**Parish Council: OBJECT**  
**Supporting comments are from residents of Dover, no support from Shadoxhurst**

19/00856/AS Land rear of Manorwood House, Woodchurch Road, Shadoxhurst, Ashford, Kent, TN26 1LQ  
Change of use of an agricultural building and land within its curtilage to one residential dwelling and associated operational development  
**Parish Council: Support**  
**Borough Council:**

19/00897/AS Five Acres, Hornash Lane, Shadoxhurst, Ashford, Kent, TN26 1HT  
Proposed two storey rear extension with a Juliet balcony; erection of a front porch and rear garage extension.  
**Parish Council: Support**  
**Borough Council:**