



Shadoxhurst Parish Council

Protecting the Woodland Gateway to the Countryside

SHADOXHURST PARISH COUNCIL

MINUTES 450

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD AS A VIDEO-LINKED MEETING DUE TO ALTERNATIVE LOCKDOWN MEASURES DUE TO THE CORONA VIRUS ON WEDNESDAY 14TH OCTOBER 2020 COMMENCING AT 6.00 PM

PRESENT:	Cllr M Richmond Coggan (Chair), Cllr D Ledger (Vice Chair), Cllr R Crowley, Cllr S Cass, Cllr J Hayward, Cllr R Hills & Cllr A Clapp
PARISH CLERK:	Ms C Laming
BOROUGH COUNCILLORS:	Mr D Ledger
COUNTY COUNCILLOR:	Mr Mike Angell
MEMBERS OF THE PUBLIC:	There were no Members of the Public in attendance.

1. INTRODUCTION

Explanation of the process and format of the virtual meeting.

2. APOLOGIES FOR ABSENCE

There were no apologies of absence.

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.

4. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING

Minutes 449 of the meeting held on Wednesday 9th September 2020 were accepted and it was unanimously agreed that Cllr M Richmond Coggan should sign them.

Proposed Cllr S Cass

Seconded Cllr R Hills

5. PUBLIC INTERVAL

There were no members of the Public attending.

6. CHAIRMAN'S REPORT

I want to start by thanking the Parish Councillors for getting to grips with the team working with the Advisory Groups. It is clear to me that we have been making some good progress on several initiatives that will make a real difference to the village.

Most of the activities that have kept me busy are reported in the various Group reports; these are:

Flooding & drainage issues in western Shadoxhurst. This is a serious problem involving multiple departments within ABC and KCC that will only get worse if the developments at Farley and Brinklow are agreed. The planning team, with excellent help from Peter Finnis is actively working this. I want to thank David Ledger, using his role as Borough Councillor, for his active support with ABC.

Website. The new website that meets the required accessibility requirements is now live at <https://shadoxhurst.info>. A report on the progress is in the Group report.

Planning Issues. Hornash House is top of our current action list, but by no means the only challenging item on it! These are discussed in the Planning Group report.

7. BOROUGH COUNCILLORS' REPORTS

This month's Overview and Scrutiny Committee meet Tuesday 13th October and chiefly looked at the situation of Homelessness and how ABC deals with it. There will be a verbal update if necessary. I have also been very active with correspondence to ABC Planning, in particular with the surface water issues in the village, Hornash and enforcement questions. I have twice written to the Head of Planning as we are not getting any answers. There may be a verbal update if I do get a reply.

There are likely to be some planning changes, which will be adopted if approved by Full Council (Thursday 15th October). There is a large backlog of major applications to go to Planning Committee. One change is to increase the definition of major from 10 houses and above to 50 and above. This will impact all the villages as most developments would not exceed 50 houses and therefore could be decided by Officers. However, as with the current situation, Ward Members can 'call in' minor applications to be heard by the Committee. We will need to be vigilant in the future that any Ward Member would call something in if there was a need. There might be a problem where residents and the PC may oppose a development, but if the Ward Member was agreeing with officers to grant and refused to call it in, then there is a safety net in that the PC could apply to the Planning Committee to call it in on their behalf.

8. COUNTY COUNCILLOR'S REPORT

Cllr M Angell reported that the reorganisation of local government has been put on the back burner for the time.

ADVISORY GROUP REPORTS, DISCUSSIONS & AGREEMENTS

9. PLANNING (see Appendix A)

Applications received by the date of this agenda will be shown on the attached Record of Planning Applications

Discussion regarding any other matters related to planning issues within the Parish, including update on current planning applications and sites:

10. FINANCE & POLICY

Account Balances

See attached sheet for September 2020 accounts.

Payment of Accounts

Caretaker Salary £108.00

Clerks Salary £514.67

Spick n Span £20.00

Clive Stanley £56.00

SLCC Membership (50%) £75.00

Caretaker's Expenses £44.48

Clerk's Expenses £31.94

CM Cleaning £97.50

Black Forge £2041.50

KALC Conference (50%) £30.00

KALC Dynamic Cllr Course (x4) £240.00

Proposed Cllr M Richmond Coggan

Seconded Cllr J Hayward

Section 106

Cllr J Hayward reported that the Section 106 application for £22,000 in respect of the Recreation Field drainage has been completed, endorsed by our Ward Member David Ledger and returned to Michell Byrne at ABC. Following introductions and assistance by ABC Officers the Hall and Pavilion working group met with Terry Jones of ABC and together made a tour of the Ground. Terry took some notes and photos and has committed to revert to us following conversations with his colleagues at the office. It is intended that this assistance will enable us to be more strategic in the use of the Ground and the placement of equipment – in essence helping us to deliver on our strategy and vision.

The potential Section 106 monies which may arise from New Farley Close have been confirmed with Rob Bewick, Deputy Team Leader – Planning Applications at ABC.

A new process of improving the financial reporting with the adoption of separate ledgers to enable the Parish to effectively manage the Hall, the Pavilion and Recreation Ground, the Village Forum and the Land Trust has commenced.

Cllr J Hayward will confirm with Michelle Byrne that the Section 106 Application for drainage funding is progressing on plan as there is a risk that the overall Covid situation will delay this process. He will also liaise with Terry Jones of ABC in respect of developing our Strategic Plan for the Recreation Ground and Pavilion.

11. VILLAGE HALL, PAVILION, PLAYING FIELD

Cllr S Cass reported that a new job description and new rate of pay has been agreed and actioned. It was confirmed that the QR Codes are now displayed at the Village Hall and all users are aware. The roof repair has been completed and has been signed off by the Council.

Cllr S Cass and his working group are now working on a “Wish List” for the proposed new village hall. Cllr A Clapp has contacted an architect for advice regarding current drawings and will update the council on any progress. It was considered the gates to the Village Hall were to be locked but it was agreed to keep them open. The working group accepted the draft P&L accounts which include both the Village Hall and pavilion. The group will request them from the Clerk quarterly.

Pavilion

The group suggest this will stay closed and it was agreed by all Council members that this should happen except for Courtside Football in which the toilets are used by footballers using covid-19 restrictions. It was also agreed by the Council that no money should be spent on repair or maintenance for the time being.

Recreation Ground

The drainage is agreed and is scheduled for the start of November 2020 subject to weather conditions. G & S Brown Drainage Contractors have been assigned to carry out this work. Once the drainage is complete then the Council will seek the moving of the football pitches.

It was reported that that the Play equipment was looked at by 3 different contractors and quotes for cleaning and painting were received. The Council have chosen to contract Aspire to do the work. It was also agreed that the play equipment checks will go to monthly and not the proposed weekly. The ditch was scheduled in to be cleared on Thursday and Friday 15th and 16th October at a cost of £450 but this has now been deferred for a month.

The caretaker will quote on a fence to surround the Children’s play equipment, to stop the dog fouling.

Cllr S Cass said that the meeting with ABC re strategy for future was positive.

12. ADMINISTRATION

Cllr R Crowley discussed co-creating goals and training with the Clerk.

13. EXTERNAL RELATIONS

Cllr D Ledger reported that he chaired a Chilmington Green Focus Group on primarily Health and Wellbeing last month and attended a subsequent webinar.

KALC Joint Parishes Planning Committee – Cllr D Ledger put together a Shadoxhurst response to the first Government planning consultation, which was an amalgam of KALC joint thinking with local detail, it was sent on the final day. The response on the long term changes to planning in the ‘White Paper’ needs to be in by the end of the month. KALC Members have been combining their knowledge and the document is still in progress. Again, it is vital that as many people and organisations respond. I have set up a meeting on Friday evening to finalise the wording.

Village Forum meeting was on Monday 12th October 2020 and was attended by three people. Update emails will continue and a meeting is considered for the New Year.

The Utilities Advisory Group continues to be active on the two major applications in the village, as well as problems created with previous applications where conditions are not fully met. Surface water flooding continues to dominate the work. Cllr D Ledger thanked Peter Finnis for the tremendous amount of work he is putting to the myriad of village problems. Brinklow has again been put back and is likely to come to Committee in December as things stand.

The Shadoxhurst Countryside Trust - The Charities Commission have now replied in the negative, although the Parish need to go back and confirm that they accept the decision. A considerable amount of work has been carried out on this and it is hoped that it will not be in vain and the Parish can be in a position to reignite the spark when things are favourable.

The Newsletter has been distributed and a thank you to those who have contributed and delivered.

KALC – The next meeting is 4th November.

ABC Parish Forum – no further information.

KALC Joint Parishes Traffic Committee – no further information

Police Committees – Not met

14. CONSERVATION & HERITAGE (see appendix b)

Shadoxhurst Conservation Area Management Plan (CAMP)

Cllr M Richmond Coggan and Cllr R Crowley met officers (Mark Chaplin and Dan Carter) within the planning department at ABC to discuss the Shadoxhurst CAMP scope (create the identity, improve and review the boundaries of the Shadoxhurst Conservation Area). The officers were receptive and supportive. They reported that there is a desire to review all the Conservation areas in the Borough, currently with no firm dates for completion. Shadoxhurst would not be a priority when this work starts. However, the officers would be supportive of the Parish Council doing the work and would potentially contribute towards the cost of Shadoxhurst undertaking a CAMP once a scope of work is agreed if the work is led by the Parish Council, in collaboration with ABC. The officers suggested the cost of doing the work could be reduced if the village has any architects or individuals with planning experience who would be willing to volunteer and contribute to the work.

Village Sign

It was reported that The Pentland Management Company have reverted on the Parish Council a preferred location for the sign and stated that they would prefer not to move the existing street sign to accommodate. The management company have shared the location of the services on the site which needs to be considered however it was discussed that Cllr M Richmond Coggan and Cllr R Crowley discuss the location and recommend it to be sited next to the existing street sign. It was

agreed that 25% deposit to be paid to Black Forge for them to commence work on the new Village sign.

Cllr R Crowley discussed creating a scope of work document for the Shadoxhurst CAMP, including timings and for it to be sent to ABC to seek contributory funds and resources.

Village Sign and Parish notice boards

A grant request form needs to be completed and sent to the Borough Councilors.

A review and improvement of the Parish notice board locations to be carried out.

15. WEBSITE & COMMUNICATIONS

Cllr M Richmond Coggan reported that the new Parish website is now live. Most of the information is up to date but there may possibly be old links that point to the previous website. Errors need to be pointed out straight away as correcting them is straight forward.

Clive Stanley has helped the Parish to transfer the domain into SPC ownership and the Parish is now working with Cantium to close the previous website with a redirect to our new one.

The next phase is to make the website more relevant, with a wider range of village information that is useful to our residents and attractive for visitors. During this phase, we will also be looking to improve the layout and usability.

16. HIGHWAYS

Lorry Watch/Speed Watch

Cllr R Hills reminded the Councillors of the objectives of Speedwatch. To reduce the number of speeding cars through the village, to make the roads safer for ALL users, to reduce tyre/engine noise on our village roads and to make crossing the road safer for school children and residents of the village.

Cllr R Hills provided reports from Speedwatch in the last month which included 949 vehicles being observed travelling excessively through the village. In Tally Ho Road in the last month Speedwatch counted 6267 cars over 49 hours (128 cars per hour). In the last month they observed 738 cars speeding (11.8%) over 49 hours (15 cars per hour or 1 every 4 minutes use excessive speed) and 1 out of every 8.5 cars use excessive speed on Tally Ho Road.

In Hornash Lane in the last month Speedwatch counted 921 cars over 18.5 hours (49 cars per hour). In the last month they observed 135 cars speeding (14.7%) over 18.5 hours (7 cars per hour or 1 every 8.5 minutes use excessive speed) and 1 out of every 6.8 cars use excessive speed on Hornash Lane.

It was reported that the fastest car recorded this month was 56mph on Hornash Lane and since 16th June this year they have observed 3870 vehicles using excessive speed with the fastest vehicle recorded at 63mph on Woodchurch Road.

Highway Improvement Plan (update)

Nothing to Report

Items to be reported to KHS/PROW

Nothing to Report

Parking outside Rectory Bungalows (currently deferred)

Nothing to Report

17. CHARITABLE LAND TRUST

Cllr S Cass reported that the Trustees attended a zoom meeting with the Charities Commission, following the review/appeal. The Commission had rejected the request for charitable status. The rejection was upheld, citing the lack of land or asset and that the Parish had nothing tangible to achieve a charity status. However, it was encouraged that the agent was happy to hold open the

application until such times the Parish purchased or were gifted land or assets. It was agreed that the Parish “park” the project until such times they can achieve the criteria to become charitable.

18. STRATEGIC PROJECTS

Replacement Village Hall/Pavilion

MUGA

See Section 106 Report above in Finance & Policy.

19. ITEMS FOR INCLUSION ON THE NEXT AGENDA

Appointment of Responsible Finance officer (RFO) and Proper Officer (PO)

20. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

There being no other business the meeting closed at 8.44pm

Date of next meeting: **11th November 2020** Time 6pm

15th October 2020
Parish Clerk

APPENDIX A

<u>19/01679/AS</u>	<p>Land north of Farley Close, Woodchurch Road, Shadoxhurst, Kent Proposed development of 22 residential dwellings and associated parking, access and landscaping works.</p> <p>SPC – sent comments in as approved at last meeting</p>
<u>19/00806/AS</u>	<p>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 AMENDED PLANS</p> <p>SPC – sent comments in as approved at last meeting</p> <p>Rumours are that they are omitting 4 houses in the flooding area, have sacked the previous drainage engineers and have appointed someone else</p>
Flooding issues	KCC meeting notes regarding the flooding to the West of Shadoxhurst

APPENDIX B

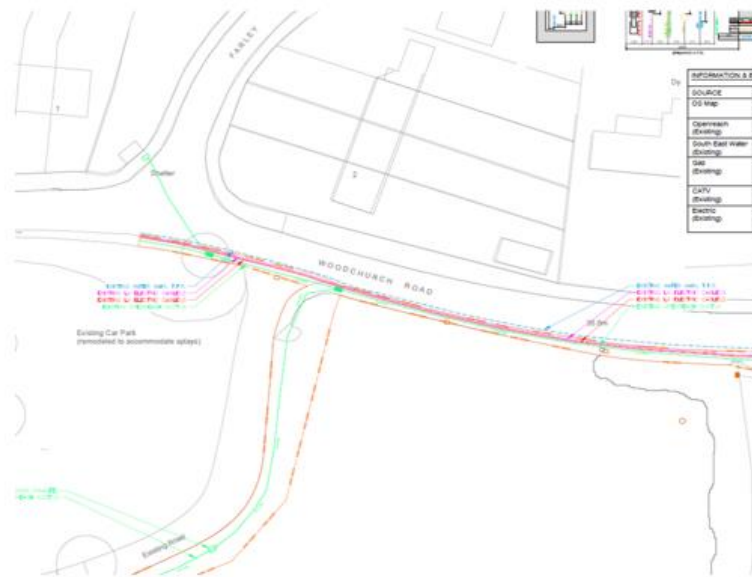
Proposed siting of the village sign:

Proposed location

Proposed location: next to the current white road sign (outside the current fence and saying "Customer Car Park Patron's only").



Existing services (shared with Black Forge)



SHADOXHURST PARISH COUNCIL
RECORD OF PLANNING APPLICATIONS
SEPTEMBER/OCTOBER 2020

20/01222/AS	Hornash, Hornash Lane, Shadoxhurst, Ashford, Kent, TN26 1HT Demolition of existing building (Hornash) and replacement with new dwelling. Object
20/01224/AS	Hornash, Hornash Lane, Shadoxhurst, Ashford, Kent, TN26 1HT Demolition of existing building (Hornash) and replacement with new dwelling. Object
20/01313/AS	Ravensbourne, Nickley Wood Road, Shadoxhurst, Ashford, Kent, TN26 1LZ Extension and alteration to roof; dormer window to east; side extension to west; changes to facing materials. Support with Conditions
20/01287/AS	Little Garth, Woodchurch Road, Shadoxhurst, Ashford, Kent, TN26 1LE Proposed single storey side extension, roof alterations, external material changes and installation of air source heat pump. Support with Conditions
20/01266/AS	1 St Peters Way, Church Lane, Shadoxhurst, Ashford, TN26 1LS Proposed detached dwelling. Object
20/01265/AS	Unit 2 rear of, Greenlands, Nickley Wood Road, Shadoxhurst, Kent Replacement of static caravan with new bungalow. Support with Conditions

Other applications may be discussed if they are received after the date of publication and Councillors do not consider them to be contentious. Please contact the Clerk for further information regarding application

Decision Notices/Updates received from ABC

19/00658/CONA/AS	Clarksland, Hornash Lane, Shadoxhurst, Ashford, Kent, TN26 1HT Discharge conditions 3, 4, 5, 9 Pending
20/01110/AS	Land at Handcocks Farm, Bethersden Road, Shadoxhurst, Kent Prior approval for change of use from one agricultural building and land within its curtilage to three larger dwelling houses and associated operational development Pending/Comments Sent
20/01031/AS	Clarksland, Hornash Lane, Shadoxhurst, Ashford, Kent, TN26 1HT Change of use of office and garage to dwelling house. Pending/Comments Sent
20/00935/AS	Agricultural Building, Woodside Farm, Hornash Lane, Shadoxhurst, Kent Change of Use and Redevelopment of a former Agricultural Building (Cow Shed and Parlour) into 2No Dwellings with Associated Amenity Garden and Parking (partly retrospective) Pending/Comments Sent
20/00494/AS	Land south east of Criol Barn, Bethersden Road, Shadoxhurst, Kent Outline application to for the erection of 12 dwellings considering access only with all other matters reserved Withdrawn By Applicant