



Shadoxhurst Parish Council

Protecting the Woodland Gateway to the Countryside

SHADOXHURST PARISH COUNCIL

MINUTES 451

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 11TH NOVEMBER 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 was one member of the public present.

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 450 of the meeting held on Wednesday 14th October 2020 were accepted and it was unanimously agreed that Cllr M Richmond Coggan should sign them.

Proposed Cllr R Hills

Seconded Cllr S Cass

5. PUBLIC INTERVAL (6.10pm-6.12pm)

At 6.10pm one member of the public raised the issue of receiving the reports before the meeting and not waiting for the minutes to be published. It was decided that the reports need to be submitted earlier.

6. CHAIRMAN'S REPORT

This has been a month of being engaged with and supporting the Advisory Group leaders as they move their various areas of responsibility forward, particularly in the following areas:

- Flooding affecting Frogmore Cottage

- Hornash House
- Planning irregularities on Nickley Wood and Duck Lane

7. BOROUGH COUNCILLORS' REPORT

This month's Overview and Scrutiny Committee met Tuesday 10th November and will be concentrating on the budget setting process for the next financial year. I have continued to be active with correspondence to ABC Planning with the surface water issues in the village, Hornash and enforcement questions. I have also attended the recent River Stour Internal Drainage Board meeting.

The planning changes referred to in the report last month were adopted by Full Council.

8. COUNTY COUNCILLOR'S REPORT

County Cllr Mr Mike Angell reported that Councils need to state exactly what they want to spend the Section 106 monies on when the planning applications go in.

ADVISORY GROUP REPORTS, DISCUSSIONS & AGREEMENTS

9. PLANNING (see Appendix A)

The Council's decisions on applications received by the date of this agenda are shown in Appendix A.

10. FINANCE & POLICY

Account Balances

See attached sheet for October 2020 accounts.

Payment of Accounts

Caretaker Salary £108.00

Clerks Salary £514.67

Spick n Span £10.00

Play Inspection Company ££81.00

Clerk's Expenses £31.94

KALC Dynamic Cllr Course (x4) £240.00

(Carried over from October)

Proposed Cllr J Hayward

Seconded Cllr M Richmond Coggan

Section 106 (see Appendix B)

Cllr John Hayward reported today that the Parish has had a successful application for the Section 106 money for the funding for the playing field drainage.

11. VILLAGE HALL, PAVILION & PLAYING FIELD (see Appendix C)

It was discussed that a management plan needs to be put in place with regards to the usage of the football pitches in poor weather.

12. ADMINISTRATION

Cllr R Crowley and the Chairman have discussed Goals and a development/training plan with the Clerk.

13. EXTERNAL RELATIONS (see Appendix D)

It was agreed that Cllr M Richmond Coggan & Cllr D Ledger would attend the KALC AGM on the 28th November 2020.

14. CONSERVATION & HERITAGE (see Appendix E)*Shadoxhurst Conservation Area Management Plan (CAMP)*

- Outcome of the positive ABC meeting communicated to Clague's architects
- Scope of work document started (in progress)

Village Sign, notice boards and entrance signs

- Village sign
- Deposit paid to Blackforge
- Ward member grant forms (2 x £750) completed and sent to ward members for consideration. DL subsequently has sent the request to ABC for consideration (crossing fingers!)
- Research into any highways concerns
- Village notice boards researched; CL to contact Singleton PC to get an idea of cost of their lovely Parish noticeboards

15. WEBSITE & COMMUNICATIONS

- The website has settled down and the old URL is now cancelled.
- The group considered whether we should have a Parish Council Facebook group/page but decided against as there are already two groups in Shadoxhurst. We did decide to post more Council information on these groups and started by advertising this month's PC meeting. The Clerk is keen to start up a separate Facebook page and will work closely with Cllr A Clapp. The Parish will be looking at activating this page in the New Year.

16. HIGHWAYS**Lorry Watch/Speed Watch**

Nothing to Report due to lockdown restrictions.

Cllr S Cass raised the issue about road calming. Cllr R Hill to look at the process to request a change in a road layout or change in road calming.

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

Cllr D Ledger reported that there is a Highways Parish Seminar on 23rd November 2020. Cllr R Hills will be attending.

17. CHARITABLE LAND TRUST

Nothing to Report. To be taken off the agenda.

18. STRATEGIC PROJECTS

Replacement Village Hall/Pavilion

MUGA

Cllr M Richmond Coggan discussed that the Parish need to find someone externally in raising public funds and looking at grants. It was agreed that Cllr M Richmond Coggan will look into recruiting someone for this position.

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 7.37pm

Date of next meeting: **13th January 2021** Time 6pm

9th December 2020
Parish Clerk

**APPENDIX A
PLANNING**

**Shadoxhurst Parish Council
Planning response for 11th November 2020 meeting**

20/01411/AS	<p>Land and buildings south of Glebe Retreat, Duck Lane, Shadoxhurst Demolition of existing outbuildings and hardstanding and replacement with 3no. residential units with associated landscaping and parking at Glebe Farm, Duck Lane, Shadoxhurst.</p> <p>SPC supports this application with the following conditions –</p> <p>Detail drainage information required – Surface water removal for zone 2/3 flood zones, not to allow wastewater and flood water to be discharged onto adjoining land, to check ditches connect and the wastewater/surface water will not add to flooding</p> <p>All deposited waste to be removed and soil testing to be undertaken to ensure there are no contaminants within the soil. Any contamination to be removed under the guidance of the EA</p> <p>Long term management plan to be provided in how the biodiversity and ecology is managed to maximise the benefit of the ecology zone</p>
20/01419/AS	<p>6 Oak View, Shadoxhurst, Ashford, Kent, TN26 1AS Demolition of existing rear projection and new rear extension</p> <p>SPC supports this application</p>
20/01475/AS	<p>Land South of Glebe Retreat adjacent, Duck Lane, Shadoxhurst Erection of garage with home office at upper floor (revision to garage approved under planning permission 18/01366/AS)</p> <p>SPC supports this application with the following conditions – A detailed drainage strategy for both surface water and foul drainage</p>
20/00249/TC Tree Application	<p>Wisteria Cottage, The Street, Shadoxhurst, Ashford, TN26 1LU T1 Oak - Carry out a 1-2metre reduction leaving a height of 6metres. T2 Damson, dead - Dismantle fell.</p> <p>SPC supports this application with the following conditions – The tree surgery needs to be carried out by a qualified registered tree surgeon</p>
20/01222/AS	<p>Hornash, Hornash Lane, Shadoxhurst, Ashford, Kent, TN26 1HT Demolition of existing building (Hornash) and replacement with new dwelling.</p>

20/01224/AS	SPC to request extension in time to comment on the proposed new build and demolition following delisting out come
19/01679/AS	<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>On going with drainage issues due to lack of intimated documents.</p>

APPENDIX B**Section 106**

Activity has been slow due to annual leave at ABC and the recent 'lock down' – however, limited progress has been made as follows:-

- Confirmed with Michelle Byrne at ABC that our Section 106 application for £22,000 has been properly completed, endorsed by our Ward Member and is 'in process'. We are advised that Covid-19 will delay the progress.
- It has not been possible to liaise with Terry Jones of ABC due to his vacation – he returns to work on 9th Nov 2020
- We have agreed that our finance ledgers which support working and interest groups will be reported each quarter – end March, June, September and December. This activity will provide transparency in reporting and support financial planning / budgeting. As an exception to this, we are preparing a Draft ledger for the Land Trust which is in the process of being wound up.

Actions for Next period: -

- Liaise with Terry Jones of ABC in respect of developing our Strategic Plan for the Recreation Ground and Pavilion
- Validate the Land Trust ledger
- Commence the process of developing a budget for the remainder of the finance year

APPENDIX C**VILLAGE HALL, PAVILION & PLAYING FIELD****Report for Village Hall, Pavilion and Recreation Field.****Village Hall**

- Nursery will remain the only users during the latest lockdown.

Pavilion

- Nothing to report

Recreation Ground

- The drainage is deferred and is now scheduled for the spring 2021 due to poor weather.
- The Car Park restrictors and Gate are now installed.
- Football pitches now "Opened up" to other users, procedures and tariff done and to be displayed
- New metal chains and seats installed to children's play swings.
- Play equipment cleaning now completed
- Play equipment painting quote agreed, deferred to the spring due to bad weather.
- The ditch will now be cleared by the Environment Agency, date not yet known.
- Arranging for the erection of temporary fencing to surround the Children's play equipment, to stop the dog fouling, we believe the cost will be restrictive.

Actions for Next period

- None.

APPENDIX D**EXTERNAL RELATIONS**

KALC – The recent Zoom meeting was held on 4th November and the minutes will be out and circulated soon. It included hearing from the Head of Planning Services and her answering questions. The department of some 58 staff currently has 13 vacancies. Another telling statistic was they had 300 outstanding enforcement cases but have whittled this down to 101 so far. They have had long standing staffing problems. She also talked about the ‘Stodmarsh Issue’. Basically, Natural England have raised alarm at the levels of Nitrates and Phosphates in the Stodmarsh Nature Reserve, which is largely marsh land fed by the River Stour. There is currently a hold on all planning applications that may affect the catchment of the Stour, whether from pollution from the building site and additional sewage from new houses, as there is a pollution workload into the Stour from the sewage works outfall. Whilst bacteria are removed, chemicals such as Nitrates and Phosphates pass through with the outfall on the river. Applicants now have to provide additional remediation measures. All Councils within the Stour catchment are similarly affected so this is now a very big issue.

KALC Joint Parishes Traffic Committee – Next meeting delayed to 2021.

KALC Joint Parishes Planning Committee – Chaired by me, members created a large body of work in recent weeks to respond to the Government’s consultation with the deadline of the end of October and allowed it to be shared and used by parishes for their responses. I adjusted it to suit our situation and submitted it in time. There was an additional piece of work largely done by Charing but endorsed and amended by the Team that was sent to the Parliamentary Select Committee who are conducting an enquiry into the planning system

Utilities Advisory Group – we are indebted to Peter and Roger who continue to do sterling work with all the surface water and structural matters. Roger has prepared a thorough critique of some of the submitted documents and the structural integrity of Hornash House. Although Farley Close has been put back due to ‘Stodmarsh’ it is not in the Stour catchment, so may once again come forward soon.

Chilmington Green – The next Stakeholder’s meeting is on the 19th November.

Village Forum – Next meeting put aside to the new year.

ABC Parish Forum – no further information.

Police Committees – Not met

Shadoxhurst Charities – Money gifted so far will be returned and the Team will be writing to all who had made pledges in due course. The money held from fundraising is suggested to be held in abeyance ring fenced for when the Trust can be established.

Newsletter – Final date for preparations is the 25th November.

APPENDIX E**CONSERVATION & HERITAGE****Actions for Next period:***Shadoxhurst CAMP*

- Draft scope of work document for the Shadoxhurst CAMP, including timings
- Seek a quote from Clague Architects
- Send scope and plan of work to ABC to seek contributory funds and resources to assist

Village Sign, Parish notice boards and entrance signs

- Agree with BlackForge a date for village sign installation
- Apply to Mike Angell for a KCC grant for the village sign
- Review the Parish notice board locations and make a recommendation to improve

- Current thinking is that the village hall one should be moved to closer to the hall to maximise views – will cover in future recommendation
- Challenge KCC to give the go ahead for entrance signs to the village

SHADOXHURST PARISH COUNCIL

RECORD OF PLANNING APPLICATIONS

OCTOBER/NOVEMBER 2020

Decision Notices/Updates received from ABC

20/01496/AS	Maryville, Bethersden Road, Shadoxhurst, Ashford, Kent, TN26 1LH Proposed alterations and raising of the existing roof, proposed loft conversion, proposed rear extension, internal and external alterations to include flue, balcony and front dormer Permit
20/01419/AS	6 Oak View, Shadoxhurst, Ashford, Kent, TN26 1AS Demolition of existing rear projection and new rear extension Permit
20/01031/AS	Clarksland, Hornash Lane, Shadoxhurst, Ashford, Kent, TN26 1HT Change of use of office and garage to dwelling house. Pending
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
20/01222/AS	Hornash, Hornash Lane, Shadoxhurst, Ashford, Kent, TN26 1HT Demolition of existing building (Hornash) and replacement with new dwelling. Comments by 24th October 2020
20/01224/AS	Hornash, Hornash Lane, Shadoxhurst, Ashford, Kent, TN26 1HT Demolition of existing building (Hornash) and replacement with new dwelling. Pending
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. Permit
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. Permit
20/01266/AS	1 St Peters Way, Church Lane, Shadoxhurst, Ashford, TN26 1LS Proposed detached dwelling. Pending
20/01265/AS	Unit 2 rear of, Greenlands, Nickley Wood Road, Shadoxhurst, Kent Replacement of static caravan with new bungalow. Withdrawn by Applicant

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