



Shadoxhurst Parish Council

Protecting the Woodland Gateway to the Countryside

SHADOXHURST PARISH COUNCIL

MINUTES 453

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 10th FEBRUARY 2021 COMMENCING AT 6.00 PM

PRESENT:	Cllr M Richmond Coggan (Chair), Cllr D Ledger (Vice Chair), Cllr R Crowley, Cllr S Cass & Cllr A Clapp
PARISH CLERK:	Ms C Laming
BOROUGH COUNCILLORS:	Mr D Ledger & Cllr George Sparks
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

Cllr R Hills & Cllr J Hayward were unable to make the meeting due to poor health. The Councillors wish them both well.

Proposed Cllr M Richmond Coggan

Seconded Cllr S Cass

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 452 of the meeting held on Wednesday 13th January 2021 were accepted and it was unanimously agreed that Cllr M Richmond Coggan should sign them.

Proposed Cllr S Cass

Seconded Cllr D Ledger

5. PUBLIC INTERVAL (6.04pm-6.05pm)

There was one member of the public present. Chairman Cllr James Ransley from Kingsnorth Parish Council.

6. CHAIRMAN'S REPORT (see Appendix A)

Farley Close has now been approved despite all efforts. Cllr R Hills has indicated that although he cannot presently answer to e-mails that he is able to talk on the phone with regards to any planning or Highway queries.

Around the bottom of Duck Lane there has been a huge increase of extra activity with a new South East aggregate business which is bringing in aggregate lorries down the lane. The car sales business appears to have started up again too. Cllr Ledger and Cllr M Richmond Coggan have drafted a document which will be sent off to ABC in due course reinforcing the document which was submitted back in January last year where to date no action by ABC has been taken.

The update on Nickley Wood is that various concerns have been passed on to the enforcement team at ABC. Cllr S Cass has written to Damian Green and has received a reply stating that it will be looked in to. Damian Green has also been in contact with County Councillor Mike Angell. KCC has been assigned but with most issues it will take time.

7. BOROUGH COUNCILLOR'S REPORT

The Local Plan and Policy Task Group met again recently and are preparing information about Gypsy and Traveller assessments looking for additional sites to complete the Local Plan. There will be a public consultation towards the autumn when prospective sites are finalised. Again, I can report I have continued to be active with correspondence to ABC Planning with the surface water issues in the village, as well as Hornash.

Cllr George Sparks had nothing to report.

8. COUNTY COUNCILLOR'S REPORT

County Cllr Mike Angell asked the question if Shadoxhurst Parish Council had a flagpole in the village as The Royal British Legion has their centenary celebration in May. He suggested putting up a permanent flagpole in the village and using the legal flags as and when the date arises. Cllr R Crowley will look into this under his Conservation & Heritage responsibilities.

ADVISORY GROUP REPORTS, DISCUSSIONS & AGREEMENTS

9. PLANNING (see Appendix B)

The Council's decisions on applications received by the date of this agenda are shown in Appendix B. A continued huge thank you from the Parish to Peter Finnis for his endless work on Hornash House.

10. FINANCE & POLICY (see Appendix C)

Account Balances

See attached sheet for January 2021 accounts.

Payment of Accounts

Caretaker Salary £108.00	Colour Thirst £215.00
Clerks Salary £514.67	Business Stream (water) £23.74
Spick n Span £10.00	Business Rates £110.00
Aspire Grounds Maintenance 20/21	£2908.32 (awaiting invoice)

Proposed Cllr S Cass

Seconded Cllr M Richmond Coggan

Following on from the agreement that the Precept for 2021/2022 will remain the same it was applied for and requested for the amount of £19.5k on 14th January 2021.

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

Cllr S Cass has stepped down from managing the Hall and Pavilion. We would like to thank him for his time to date. Cllr A Clapp has agreed to take on the leadership of the Village Hall and Cllr R Crowley has agreed to take on the leadership of the Pavilion and Playing Field.

Browns Drainage has looked at the present weather pattern and suggests it is unlikely that the ground conditions will be suitable for the immediate future. Therefore, to get the best results and to avoid as much shrinkage/cracking of trenches by severe drying out/sun, the ideal window would be August/September. Borough Councillor Mike Angell has recommended another drainage company Ivan Pilcher. The Clerk will forward over the contact details.

The Clerk contacted Aspire with regards to the repainting of the play equipment at the Pavilion playing fields and they have it now scheduled for March, when hopefully the weather will be more settled and drier and the days will be slightly longer to support the paint curing.

Cllr A Clapp called a meeting with the Chairman, the Clerk and the Caretaker to meet at the Village Hall to discuss the heating requirements from the hirers. She will also investigate purchasing an additional free-standing heater.

Cllr A Clapp has also investigated various online booking systems for the hall and pavilion.

Signage still needs to be ordered for the Hall and Pavilion.

12. ADMINISTRATION

The Clerk was appointed the Responsible Finance officer (RFO) and Proper Officer (PO).

Proposed Cllr M Richmond Coggan

Seconded Cllr S Cass

13. EXTERNAL RELATIONS (see Appendix E)

Cllr D Ledger has heard nothing more about the 2021 Census.

14. CONSERVATION & HERITAGE (see Appendix F)

Cllr R Crowley thanked County Councillor George Sparks for the Village Sign grant. Discussions are still open to when the unveiling will happen. A suggestion has been made to tie it in with when the Village Pub reopens.

15. WEBSITE & COMMUNICATIONS

Cllr A Clapp has been busy improving the “look & feel” of the Parish Council website. She is still investigating how to put a booking system onto the site, initially to automate, as much as possible, the booking of the Hall. This needs to be live by the time we come out of lock-down. The system will then be needed for the Rec as we develop it. The Facebook page will become live around easter time. The Clerk will attend a ‘Using Facebook to Enhance your Councils Communications’ KALC course on the 11th of February 2021.

16. HIGHWAYS

Lorry Watch/Speed Watch

Speedwatch has been suspended due to the government restrictions. However, the police are still active along Woodchurch Road and Tally Ho 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. COMMUNITY & SPORTS HALL PROJECT (see Appendix G)

Cllr S Cass reported that to date there had been no replies from the residents of Shadoxhurst with regards to the article in the newsletter outlining the plans for the new community and sports hall project. It was agreed in principle that an architect should be employed.

18. ITEMS FOR INCLUSION ON THE NEXT AGENDA

Village Flagpole

19. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

There being no other business the meeting closed at 7.40pm

Date of next ZOOM meeting: **10th March 2021** Time 6pm

23rd February 2021

Parish Clerk

APPENDIX A

CHAIRMAN'S REPORT

February has been a busy month with planning committee meeting for Farley Close and working with Mr Cass on the new community/sports facilities. Other items that I am tracking are:

- Flooding in the western end of Woodchurch Road, including Frogmore
- The Hornash development appeal
- Hornash listed building preservation
- Brinklow development (new plans registered)
- Planning irregularities on Nickley Wood & Duck Lane

Freelance Fundraisers:

- I have created a short list of 4 freelance fundraisers wanting to work with us, all of whom have experience with community projects. Their charges range from £350 - £500 per day and their initial involvement expectation ranges from 10 – 20 days.
- I have gone back to them asking if we can phase their involvement and determine which elements we would to hire them for. I suspect that sensible phasing is:
 - Building the core case for funding – a business plan slanted specifically to support funding applications. This will include measuring demand.
 - Short-listing funding sources based on their experience.
 - Funding applications

We'll see what they come back with. In the meantime, we are hoping that the newsletter might help us find a volunteer with time & expertise.

- Funding Sources: I am creating a "long list" of possible funding sources, organisations who are happy to fund community projects.
- I am now in touch with two other community hall projects (Pilling & Fordcombe); we can use their experiences to ensure that we build a good case for attracting funding.

Councillors are aware that we have a reorganisation in the Advisory Groups. We now have separate groups for the Village Hall (led by Mrs Clapp) and the Pavilion & Recreation Field Group (led by Mr Crowley). I would like to thank Mr Cass for his efforts in running these two groups, combined since their creation.

APPENDIX B
PLANNING

Shadoxhurst Parish Council
Planning responses for 10th February 2021 meeting

The following applications were up for consideration this month. Please see the items for the Council's responses:

21/00081/AS

Scotsraig, Hamstreet Road, Shadoxhurst, Ashford, Kent, TN26 1NN Extension to roof to facilitate loft conversion with dormer windows.
Recommendation: Support subject to understanding how the extra waste water will be handled and with a condition that no new entrances are made onto the Hamstreet Road

21/00039/AS

Bluebell Oaks, Blindrooms Lane, Shadoxhurst, Ashford, Kent, TN26 1HN Single storey rear extension and alterations
Recommendation: Support

20/01802/AS

Greenlands, Nickley Wood Road, Shadoxhurst, Ashford, Kent, TN26 1LZ Lawful development certificate - existing - use of the property as an independent dwelling.
Recommendation: Support but with the concern that the Borough will be losing a Traveller's pitch

APPENDIX C

Finance/Section 106 Update

The Clerk and Cllr J Hayward will look at the budget for 2021/2022 when it is safe to do so. Bank statements were available to view before and during the meeting.

APPENDIX D

Report for Village Hall, Pavilion and Recreation Field.

No report received due to change of leadership within the Village Hall & Pavilion working groups.

APPENDIX E

External Liaison Group Report for 10th February 2021 SPC Meeting

Utilities Advisory Group – The awaited surveyor's team to resolve ground level changes have been in the village recently and caused a bit of consternation. We await the report from ABC Planning. We are awaiting the results of the Hornash House appeal too. There is currently continuing correspondence about Hornash with the Conservation Team.

Chilmington Green – I attended a virtual meeting recently and can report that 70 houses are now occupied across Chilmington Green. I also asked for other details about build progress and still await that, unless it is due to come out with the meeting notes.

KALC – Nothing to report as between meetings.

APPENDIX F

Administration and Conservation report for 10th February 2021 SPC meeting

Village Sign, notice boards and entrance signs

- Village sign
 - Meeting with Blackforge re-scheduled to Friday 13th Feb to assess and decide the precise location of the village sign (to take into account services map supplied by the management company).

Shadoxhurst Conservation Area Management Plan (CAMP)

- Scope of work document in progress

Actions carried over to next period:

Shadoxhurst CAMP

- Draft scope of work document for the Shadoxhurst CAMP
- 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 and precise location
- Review the Parish notice board locations and make a recommendation to improve
- Challenge KCC to give the go ahead for entrance signs to the village

Decisions required

- n/a

APPENDIX G

Community and Sports Hall Project Review

Achievements in January 21

- Positive meeting with Ashford Borough Council regarding our plans, and approach. Given good advice and they will be supportive. Were told Shadoxhurst recreation Ground is currently the worst in Ashford!
- Project Plan, and Project financial forecast now completed and agreed.
- Contact made with Geoff Dear, Chairman of Chilham Tennis and Ex Parish Clerk, gained some good advice for planning and fund raising. (*Visit KCC inside Track*)
- Internal group Zoom meeting held to agree strategy for the Football (*Now with Village Hall advisory Group*).
- Newsletter to Villagers outlining our plans and ideas now sent.

Actions for February 21

- Meet with Ashford Borough Council to draw up plans for the Recreation Ground.
- Continue To recruit and appoint a fund raiser.
- ABC and group to meet via zoom in a few weeks' time to agree our plans and agree support.
- Review and consolidate any replies and suggestions for the Newsletter article (*Present at March SPC Meeting*)
- Discuss and agreed the use of an architect.
- Next zoom meeting for Project team to be arranged for end of February 21.