



Shadoxhurst Parish Council

Protecting the Woodland Gateway to the Countryside

SHADOXHURST PARISH COUNCIL

MINUTES 454

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 MARCH 2021 COMMENCING AT 6.00 PM

PRESENT:	Cllr M Richmond Coggan (Chair), Cllr D Ledger (Vice Chair), Cllr R Crowley, Cllr S Cass, Cllr R Hills & 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:	

1. INTRODUCTION

Explanation of the process and format of the virtual meeting.

2. APOLOGIES FOR ABSENCE

There were no apologies for 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 453 of the meeting held on Wednesday 10th February 2021 were accepted and it was unanimously agreed that Cllr M Richmond Coggan should sign them.

Proposed Cllr S Cass

Seconded Cllr R Crowley

5. PUBLIC INTERVAL

There were no members of the public present.

6. CHAIRMAN'S REPORT (see Appendix A)

Cllr M Richmond Coggan confirmed receipt of Cllr John Hayward's resignation from Parish Councillor with immediate effect on 26th February 2021. Cllr M Richmond Coggan on behalf of all the Councillors would like to take this opportunity to thank John for his contribution to the Council; he will be sorely missed. The vacancy has now been advertised on the notice boards and website along with Facebook and Nextdoor.

7. BOROUGH COUNCILLOR'S REPORT

I have continued to be active with correspondence to ABC Planning about the lack of enforcement with a number of sites. I am promised an update this week. Also, the surface water issues in the village, and Hornash are still outstanding. The Council Meeting last week agreed the setting of the budget and the transformation grant to parishes was agreed. This is a one-off payment and the level for Shadoxhurst has been confirmed. At least some money this coming year softens the blow. Other parishes were less fortunate. It was based on a rate of £0.75 on Band D properties. Through Overview and Scrutiny Committee, we questioned the removal and affecting some dependent parishes, so obtained a concession. O&S are currently looking at Section 106 and its administration, with a Task Group set up last night and I have agreed to be on it so I can keep an eye on it all.

8. COUNTY COUNCILLOR'S REPORT

County Cllr Mike Angell reported that Stodmarsh has now slowed down the process of another development of 750 houses. He also updated the Parish to inform them that he will not be standing for Councillor again on 6th May 2021 after 24 years and will be retiring as Borough Councillor.

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.

10. FINANCE & POLICY (see Appendix C)

Account Balances

See attached sheet for February 2021 accounts.

Payment of Accounts

Caretakers Salary	March Salary	108.00		108.00	108.00	SPC
Clerks Salary	March Salary	514.67		514.67	514.67	SPC
Clerks Expenses	Jan-March Expenses	12.36		12.36	12.36	SPC
Clerks Expenses	Nisbet Cleaning Materials	145.10		145.10	145.10	H&P
Spick n Span	Window Cleaning March	10.00		10.00	10.00	H&P
Came & Co Insurance	Council Insurance	1223.93		1223.93	1223.93	SPC
PKF Littlejohn LLP	Auditor	200.00	40.00	240.00	240.00	SPC
KALC	Social Media Course	35.00	7.00	42.00	42.00	SPC
KALC	2 x Dynamic Councillor Course	100.00	20.00	120.00	120.00	SPC
Aspire	Ground Maintenance	2423.60	484.72	2908.32	2908.32	H&P
ABC	Council Tax (220.00) March	110.00		110.00	110.00	H&P

Proposed Cllr M Richmond Coggan

Seconded Cllr S Cass

The Chairman has requested The Clerk to check how many Councillors the Parish can have at one time.

The Clerk has reported that 2 grants have been received for the Village Hall and pavilion dated 10th March. Cllr M Richmond Coggan will sit down with the Clerk to work on the budget setting for 21/22.

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

Cllr A Clapp reported that the padlock on the Village Hall gate has helped with the congestion and safety at the car park. The locking of the gate is allowing the car park is only used by hall users only. However, it has been reported that the building works opposite has caused a lot of on street parking causing blind spots.

It was agreed to continue our contract with CM Cleaning for 2021/2022.

It was agreed that a new cigarette bin to be purchased at an approximate cost of £18.85. A wooden triple wheelie bin store at a cost of approximate cost of £400.

A security camera was discussed, and the Councillors had conflicting feedback. It was agreed to review it at the end of the year.

12. ADMINISTRATION

Noting to Report

13. EXTERNAL RELATIONS (see Appendix E)

14. CONSERVATION & HERITAGE (see Appendix F)

Cllr Robert Crowley met with Blackforge and their builder to discuss precise location. See picture below in Appendix F confirming location recommended.

Shadoxhurst Conservation Area Management Plan (CAMP)

On hold

15. WEBSITE & COMMUNICATIONS

The calendar is currently not linking up to the website and this is being looked in to by Cllr A Clapp. Information is updated as and when it comes in. Cllr M Richmond Coggan will check that the newsletters have been uploaded successfully.

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.

Lancaster Lorries

Cllr S Cass has raised this again with KCC after a disappointing response from them. He has been in contact with Barbara Cooper (Corporate Director of Growth, Environment & Transport). Her secretary has acknowledged the report.

17. COMMUNITY & SPORTS HALL PROJECT (see Appendix G)

It was requested that The Clerk to obtain the Land Registry Documents for both the Village Hall and Pavilion.

18. ITEMS FOR INCLUSION ON THE NEXT AGENDA

19. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

There being no other business the meeting closed at 7.57pm

Date of next ZOOM meeting: **14th April 2021** Time 6pm

23rd February 2021

Parish Clerk

APPENDIX A

CHAIRMAN'S REPORT

Planning

- I have been working with other team members on escalating planning enforcement issues in Duck Lane and Nickley Wood. All of these are discussed elsewhere, however a new issue has arisen in Duck Lane on the Land South of Glebe Retreat. Planning for 3 houses was refused in January (although we supported the application) and the site is now being used for car breaking.

Community Hall/Sports Development

- Freelance Fundraisers: We have had detailed proposals from 3 freelance fundraisers. We need to agree who we want to interview to take this process forward. I am hoping that this will be agreed in the meeting tonight.
- 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.
- I have been working with Rob Crowley and his team to find a way forward with Courtside for football use.

Village Hall

I have been working with Alexandria and the team on getting the Hall opened on 8th March for Future Scholars, including ensuring that the car park is unused by others. The Hall will open gradually between now and June as regulations allow.

APPENDIX B

PLANNING

Shadoxhurst Parish Council

Planning responses for 10th March 2021 meeting

21/00294/AS	30 Molloy Road, Shadoxhurst, Ashford, TN26 1HS Roof extension to include hip to gable and front and rear dormers Recommend Support
21/00203/AS	Woodlands, Hamstreet Road, Shadoxhurst, Ashford, Kent, TN26 1NL Replacement stable Recommend Support
21/00262/AS	Clarksland, Hornash Lane, Shadoxhurst, Ashford, Kent, TN26 1HT Change of use of office and garage to dwelling house [Re submission of 20/01031/AS]. Recommend support with the condition that all surrounding trees are preserved
21/00392/AS	Woodside, Nickley Wood Road, Shadoxhurst, Ashford, Kent, TN26 1LZ

	Variation of condition 2 on planning permission reference 19/01456/AS (Change of use of land to residential and erection of garage (revision to garage position as approved on planning permission 19/00330/AS) to alter the approved plans for the garage to gable roof instead of hipped Recommend Support
--	--

APPENDIX C

Finance/Section 106 Update

The Clerk and Chairman Cllr M Richmond Coggan 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

Village hall parking

There are many works being carried out near the village hall and vans/ work cars have been using the village hall car park which causes a problem for Sarah and her nursery.

To attempt to stop this we have put a lock on the gate and placed a sign stating that this gate will be locked at varying times.

I know the car park is used for a range of things by villagers i.e. learning to ride a bike However, if someone wants to park there, I believe they should have a valid reason and we should be informed.

Actions for the next period monitor vans in car park and look for decorators to get a quote for hall.

Recreation Ground

Reached out to FG Pilcher to seek an alternative quote to existing one from Browns.

Met with Courtside (Vanessa and the Chairman) to discuss the new charging structure and letter of concern Courtside sent to the SPC. It was a positive meeting. I learned a lot about Courtside. They are a small but dedicated FA affiliated club, with a focus on inclusivity and developing young people's football skills. They have been using the Shadoxhurst recreation ground for the last eight years. They do not "poach" good players from other teams – they are all about inclusion and ensuring they coach all no matter what the skill level. They have a particular emphasis on bringing in children who might not otherwise have the opportunity; a real community and supportive ethos. They currently have two teams, U-8's and U-12's. Both teams play on Saturdays only – one using the small pitch and the other using the big pitch. When they both play "home" games, one plays in the morning and one plays in the afternoon. The pavilion is used for teas and coffees and serving sausage rolls or bacon sandwiches on match days.

I listened to Courtside's concerns regarding our proposals, and I explained the plans we have not improve the facilities. We discussed expanding the team's offerings. Courtside are open to negotiating the fees, however the current proposal is potentially unworkable. We discussed taking bookings on the days Courtside have not booked the pitch. A question to be resolved would be how things will work with the equipment (nets, corner flags etc, which Courtside own and store in the Pavillion garage) and whether the pitch in its current state will cope with extra use.

Considering everything, we propose to put the new charging structure on hold until:

- 1) The drainage is completed, and the field can be used for football matches.

- 2) Ashford Courtside know what their fixture list is (it is tricky to pre-book dates as the FA have yet to confirm fixtures as there is such a backlog from matches not being played this season due to lockdown)
- 3) We complete an analysis of what Courtside used to pay vs what our proposed charging structure will require them to pay (including comparing against other facilities). This will aid the negotiation on fees.

Recreation Ground

- Undertake cost analysis of new proposed charging structure for Courtside and the Rec ground in general
- Establish contact with Browns to agree and understand timing of drainage work
- Hatch a plan for additional football teams to use the recreation ground (Courtside or other teams and how to address the equipment which Courtside own)
- Revisit Wicksteeds quote for fixing the adult exercise equipment base – there are three more areas that are now soft underfoot – I suspect it is only a matter of time until a section of the rubber base tears.

Decisions required

- Confirm agreement to location of village sign
- Confirm agreement to pause our proposed charging structure and retain the existing one for Ashford Courtside for the remainder of the football season (until July / Aug)

Update on changing rooms

The team were asked for the Community Hall Project whether there is any demand for changing rooms. I can confirm that our current resident football club Courtside do not have a demand for changing rooms. With the age groups and grass roots level of football they participate in, the children turn up to games and training in their kit and go home in their kit – which is not unusual at this level of football.

APPENDIX E

There is a continuing dialogue with Southern Water at the moment over the planning applications and Brinklow in particular. We have also asked SW for data relating to sewer blockages and pumping station breakdowns at the Mace Terrace pump.

We continue to await the survey report from ABC Planning. We are still awaiting the results of the Hornash House appeal too. Promised answers to previous questions to ABC remain unanswered, even a complaint letter to the Head of Planning has not had a reply, so all a bit in limbo.

KALC – meeting was recently held and the minutes are due imminently. I raised the issue of lack of enforcement action in the village and invited other parishes to furnish me with their own examples.

KALC Joint Parishes Planning Committee – there is another consultation from Government this time on ‘Design’ and a meeting of the group is to be held next week to discuss any reply we may wish to make.

[Decision to be made: I have tried valiantly to get action from Planning, I think it is time to get tougher. Are you happy for SPC to write to the Chief Executive about lack of timely correspondence from the Head of Planning and should we now send an FOI about Hornash?]

APPENDIX F

We initially proposed the location to be on the left of the sign. However, there appears to be services in this area. The sign requires a base to be dug and so this should be clear of services.



Shadoxhurst Conservation Area Management Plan (CAMP)

On hold

Actions carried over to next period:

Village Sign, Parish notice boards and entrance signs

- Establish a firm date for village sign installation
- 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

Actions carried over to next period:

Village Sign, Parish notice boards and entrance signs

- Establish a firm date for village sign installation
- 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

APPENDIX G

Community and Sports Hall Project Review

Achievements in February 2021

- Newsletter to Villagers outlining our plans and ideas was sent.
- Ashford Borough Council provided option plans for the Recreation Ground (Now passed to the Recreation Ground Advisory Group)
- Reviewed recruitment and appointment of a fund raiser. (Deferred)
- No replies or suggestions from the Newsletter article.

Actions for March 2021

- Await information from the Recreation Ground Advisory Group regarding, Management Plan and Financial forecast. Suggestions regarding number of changing rooms
- Once above received the use of an architect will be progressed.
- Next zoom meeting for Project team to be arranged once above is completed.