



## Shadoxhurst Parish Council

Protecting the Woodland Gateway to the Countryside

# SHADOXHURST PARISH COUNCIL

## MINUTES 455

### 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 14<sup>th</sup> APRIL 2021 COMMENCING AT 6.00 PM

<b>PRESENT:</b>	Cllr M Richmond Coggan (Chair), Cllr D Ledger (Vice Chair), Cllr R Crowley, Cllr R Hills & Cllr A Clapp
<b>PARISH CLERK:</b>	Ms C Laming
<b>BOROUGH COUNCILLORS:</b>	Mr D Ledger
<b>COUNTY COUNCILLOR:</b>	
<b>MEMBERS OF THE PUBLIC:</b>	L Webb, C Vander, D Robey, E Yeoman, K Farnell, Dr Kelly W Ransom & V Ransom

#### 1. INTRODUCTION

Explanation of the process and format of the virtual meeting. A welcome was made by the Chairman to the members of the Public attending. Shadoxhurst Parish Council offered their deep condolences to Her Majesty The Queen and Members of the Royal Family on news of the death of His Royal Highness The Prince Philip, Duke of Edinburgh. Cllr S Cass resigned as councillor just before the parish meeting. The Councillors would like to take the opportunity to thank Mr S Cass for his hard work and commitment over the years.

#### 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 454 of the meeting held on Wednesday 10<sup>th</sup> February 2021 were accepted and it was unanimously agreed that Cllr M Richmond Coggan should sign them.

**Proposed** Cllr D Ledger

**Seconded** Cllr R Crowley

#### 5. CO-OPTION OF PARISH COUNCILOR

Following receipt of two written applications for the vacancy of Parish Councillor, Chairman M Richmond Coggan offered the two candidates five minutes to introduce themselves to the

Councillors, giving information on their background and experience and explaining why they wish to become a Member of SPC. Following this the two applicants were asked to leave the meeting so the Councillors could then discuss the merits of candidates and inevitably their personal attributes. This was then followed to a vote on the acceptability of each candidate utilising the 'person specification' criteria and any personal statements provided by candidates.

After the votes had been concluded, the Chairman declared the successful candidate, Ms E Yeoman duly elected. A thank you to Ms K Farnell for applying. The Clerk will send over The Declaration of Acceptance of Office to Ms Yeoman to sign. Due to Cllr S Cass resigning a second vacancy has arisen and we invite all interested people to apply for the position.

#### **6. PUBLIC INTERVAL (18.29-18.57)**

The public interval started with Lis Webb updating the Parish on the restart of the History Club which started just after Christmas with virtual meetings. They are currently working on a project alongside the Sewing Club with regards to gaining further information on the 20 historical listed buildings which are showing on the Village Quilt. A request has been made for additional information linked to the buildings.

Dr Kelly from Kingsnorth Medical Practice attended the meeting to update the Parish on the proposed site relocation and expansion. A planning application was submitted with Jarvis Homes back in January 2021 but it is likely to be refused. Dr Kelly is looking for support from the Parish and local residents. Mrs C Vander raised her concerns that this application and expansion to provide adequate healthcare in Kingsnorth was not listed as a separate item on the April agenda. Cllr M Richmond Coggan informed Mrs C Vander that it would be discussed under the planning section. Borough Councillor David Ledger confirmed that he does not have the authority to call this application in due to it not being in his ward. Mr R Ransom expressed his concern in the lack of community response. Cllr Ledger will speak to the other Councillors to try and call this application in.

Mr D Robey attended the meeting as a prospective candidate for election for KCC and to listen to what is going on in the Parish. Chairman M Richmond Coggan thanked Mr D Robey for taking the time to attend the meeting.

#### **7. CHAIRMAN'S REPORT (see Appendix A)**

#### **8. BOROUGH COUNCILLOR'S REPORT**

ABC Planning is still not replying to correspondence, I have been promised a full reply, I am not holding my breath. ABC will resume some meetings face to face after 17<sup>th</sup> May, although they will continue to hold some meetings of Working and Task Groups through virtual means. This is still unknown territory at the moment. The Full Annual Council Meeting has been brought forward so that it can be held virtually on the 4<sup>th</sup> May 2021.

#### **9. COUNTY COUNCILLOR'S REPORT**

Nothing to Report.

### **ADVISORY GROUP REPORTS, DISCUSSIONS & AGREEMENTS**

#### **10. PLANNING (see Appendix B)**

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

#### **11. FINANCE & POLICY (see Appendix C)**

##### Account Balances

See attached sheet for March 2021 accounts.

## Payment of Accounts

### Accounts to be Paid April 2021

		net	vat	gross	total	Account
Caretakers Salary	April Salary	108.00		108.00	<b>108.00</b>	SPC
Clerks Salary	April Salary	514.67		514.67	<b>514.67</b>	SPC
Clerks Expenses	Cigarette Bin	15.80	3.16	18.96	<b>18.96</b>	SPC
EcoSan	2 x Sanitary Units 2021-2022	126.00	25.20	151.20	<b>151.20</b>	H&P
Spick n Span	Window Cleaning April	10.00		10.00	<b>10.00</b>	H&P
David Hughes Accountancy	Payroll - 12 months	60.00		60.00	<b>60.00</b>	SPC
Alexandria Clapp	Expenses - Botham Gift	46.95		46.95	<b>46.95</b>	SPC
C.M Cleaning	Cleaning	127.50		127.50	<b>127.50</b>	SPC
Colourthirst	Newsletter	215.00		215.00	<b>215.00</b>	SPC
Caretakers Overtime	5 hours @ £14 p/h	70.00		70.00	<b>70.00</b>	SPC
Caretakers Expenses	Sand & Topsoil	20.16		20.16	<b>20.16</b>	H&P
ABC	Council Tax - April 2021 (DD £110 from May)	107.80		107.80	<b>107.80</b>	H&P
		<b>1421.88</b>	<b>28.36</b>	<b>1450.24</b>	<b>1450.24</b>	

**Proposed** Cllr M Richmond Coggan

**Seconded** Cllr D Ledger

It was agreed that the Clerk could choose an Internal Auditor for the forthcoming AGAR.

#### **12. VILLAGE HALL** (see Appendix D)

Chairman M Richmond Coggan informed the Councillors that the Caretaker Mr M Dowle has resigned from his position. On behalf of the Parish we would like to thank him for all his hard work over the last few years and wish him well in the future. A new vacancy has arisen, and various names have been put forward. An advert will be placed on all social media sites for the vacancy. It was reported that Munn Dancing has decided not to return which now leaves a free space for Saturday bookings. It was suggested that it will be a good time to do repairs or painting over the weekends.

The Clerk will contact existing hall users to see who would be returning.

#### **13. PAVILION & PLAYING FIELD** (see Appendix E)

The new rate card for the pavilion and playing field was provisionally accepted by Courtside and the Parish have supported the new rates. The Caretaker today has removed the white bollards to enable Aspire to get machinery into the field to cut the grass. The broken light in the carpark has been quoted at around £250-£300 from Kingsnorth Electrical. It was agreed that the quote is acceptable and should be accepted.

#### **14. ADMINISTRATION**

Nothing to Report.

#### **15. EXTERNAL RELATIONS (see Appendix F)**

#### **16. CONSERVATION & HERITAGE (see Appendix G)**

The Village sign is now installed. BlackForge erected the sign on Friday 9<sup>th</sup> April 2021. Had an initial discussion with the Kings Head the possibility of doing a joint official launch of the village sign and the shop. It was agreed that Cllr Robert Crowley would contact MP Damian Green to unveil the sign.

##### Shadoxhurst Conservation Area Management Plan (CAMP)

Nothing to Report.

#### **17. WEBSITE & COMMUNICATIONS**

Nothing to Report.

#### **18. HIGHWAYS**

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

Cllr Roger Hills is looking to commence Speedwatch at the beginning of May. Another push has been agreed to ask for volunteers to help with Speedwatch, in particular the entering of data.

##### **Highway Improvement Plan (update)**

Hornash Lane has recently been resurfaced.

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

Nothing to Report.

##### **Parking outside Rectory Bungalows (currently deferred)**

Nothing to Report.

##### **Lancaster Lorries**

Nothing to Report.

#### **19. COMMUNITY & SPORTS HALL PROJECT**

Following the resignation of Cllr S Cass there is no report for this month. Cllr D Ledger, Cllr M Richmond Coggan and Cllr R Crowley met Cllr S Cass the other day to discuss the progress and possible layouts of the recreation field to make better use of the space. It was discussed that the rebuilding of the facilities the pavilion currently provides was possible and a company called Archtech has offered a free consultation. It was agreed that this should happen, and a meeting will be set up in due course.

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

Co-Option of Parish Councillor

Recreation Ground Policy

#### **21. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS**

There being no other business the meeting closed at 8.15pm

Date of next ZOOM meeting: **12<sup>th</sup> May 2021** Time 6pm

27<sup>th</sup> April 2021  
Parish Clerk

**APPENDIX A**  
**CHAIRMAN'S REPORT**

**Recruitment.** Ran the process to recruit a new councillor to replace John Hayward. Selection to be made at the meeting.

**Planning.** Working with Peter Finnis and David Ledger on our defence of the applications at Hornash House and Brinklow.

Hornash: ABC have now received a report from Historic England that clearly states that the application for demolition does not meet the requirements of paragraph 195 of the NPPF and, therefore, consent should be refused by the local planning authority. We are also making an extra submission ourselves.

Brinklow: We are continuing to argue against this development on various planning issues.

**Community Hall/Sports Development.** Working with Stuart and the team on a proposed layout for the playing fields and the selection of an architect. See "Community & Sports Hall Project".

**APPENDIX B**  
**PLANNING**

**Shadoxhurst Parish Council**

**Planning responses for 14<sup>th</sup> APRIL 2021 meeting**

21/00564/AS	<b>Frog Hollow, Church Lane, Shadoxhurst, Ashford, TN26 1LY</b> Proposed replacement 2/3 bedroom dwelling with cart lodge, summer house and new improved drive access (demolition of existing bungalow when new house has been completed) <b>Comments By 24<sup>th</sup> April 2021</b> <b>Support</b>
21/00533/AS	<b>The Aspens, Blindrooms Lane, Shadoxhurst, Ashford, Kent, TN26 1HN</b> Single storey rear extension <b>Comments By 22<sup>nd</sup> April 2021</b> <b>Support</b>
21/00493/AS	<b>Kingsland, Duck Lane, Shadoxhurst, Ashford, TN26 1LT</b> Variation of conditions 6 & 11 on planning permission 18/01366/AS (Erection of new dwelling (revision to prior approvals granted under 18/00788/AS & 17/01468/AS), change of use of land to residential and erection of detached car barn, landscaping, walls, gates & fence) to alter fencing and gate details to be changed to acoustic and close-boarded fencing and an electric sliding gate. <b>Comments By 12<sup>th</sup> April 2021</b> <b>Support</b>
21/00397/AS	<b>Blindrooms Farmhouse, Blindrooms Lane, Shadoxhurst, Ashford, Kent, TN26 1HN</b> Proposed two storey side extension; alterations to fenestration; replacement garage. <b>Comments By 10<sup>th</sup> April 2021</b> <b>Support</b>
21/00450/AS	<b>Unit 2 rear of, Greenlands, Nickley Wood Road, Shadoxhurst, Kent</b> Demolition and removal of existing prefabricated structure and replacement with solid construction Bungalow. <b>Comments By 8<sup>th</sup> April 2021</b> <b>Support with condition</b> (no burning on the site and rain water run off)
21/00373/AS	<b>83 Tally Ho Road, Shadoxhurst, Ashford, Kent, TN26 1HW</b>

	Change of use of garage to hair salon <b>Comments By 4<sup>th</sup> April 2021</b> <b>Object due to lack of Disabled facilities</b>
21/00383/AS	<b>Beech House, Woodchurch Road, Shadoxhurst, Ashford, Kent, TN26 1LE</b> Erection of attached garage with living accommodation to replace the existing garage. <b>Comments By 3<sup>rd</sup> April 2021</b> <b>No Comment</b>
21/00407/AS	<b>135 Tally Ho Road, Shadoxhurst, Ashford, Kent, TN26 1HW</b> Variation of condition 2 on planning permission 19/00510/AS [Demolition of existing dwelling and garage, erection of three new dwellings and one detached garage with parking spaces and two vehicular accesses]. <b>Comments By 3<sup>rd</sup> April 2021</b>
21/00392/AS	<b>Woodside, Nickley Wood Road, Shadoxhurst, Ashford, Kent, TN26 1LZ</b> 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 <b>Comments By 29<sup>th</sup> March 2021</b> <b>Permit</b>

## APPENDIX C

### FINANCIAL YEAR 2020-2021

#### SHADOXHURST PARISH COUNCIL

#### FINANCE - MARCH 2021

#### Treasurers Account (6261)

	Balance 01/03/2021	Receipts	Payments
Opening Balance	45884.09		
Plus Receipts	0.00		
<b>Less Payments</b>	-2249.54		
IT Outcomes			-14.09
Plus Net			-20.40
Clerk's Salary			-514.67
Came and Co Insurance			-1223.93
PKF Littlejohn - Auditors			-240.00
KALC Training Course			-42.00
KALC Training Course			-60.00
Clerk's Expenses			-12.36
Caretaker's Salary			-108.00
IT Outcomes			-14.09
<b>Balance 31st March 2021</b>	<b>43634.55</b>		

#### SHADOXHURST PARISH COUNCIL

#### FINANCE - MARCH 2021

#### Hall & Pavilion Account (9568)

	Balance 01/03/2021	Receipts	Payments
Opening Balance	20048.52		
Plus Receipts	0.00		
ABC Grant Money	2096.00		
ABC Grant Money	2096.00		
<b>Less Payments</b>	-3561.52		
EDF			-46.00
EDF			-282.00
Castle Water			-17.87
Nisbets			-145.10
Window Cleaner			-10.00
ABC - Grounds Maintenance 20/21			-2908.32
Caretaker's Expenses			-42.23
ABC - Business Rates			-110.00
<b>Balance 31st March 2021</b>	<b>20679.00</b>		

## APPENDIX D

### **Report April 2021**

Village Hall-

Munns Dancing has decided not to return which now leaves a free space for Saturday bookings. How would one go about advertising the village hall for events and classes?

Caroline suggested that it will be a good time to do repairs or painting.

Caroline will be reaching out to other users of the hall to see who would be returning but I think some type of advertisement or special offer for booking the hall might help us get more usage. Any thoughts on this? I believe that the facebook page might assist in this.

No updates on painting as I would have to be there to get this done. As soon as I get back I will work on this.

## APPENDIX E

### Proposed New Rate Card for organised sports:

Football and organised sports			
<b>Senior</b>			
Hire of pitch and pavillion facilities (toilets, room and kitchen)		£ 30.00	per pitch / match
Hire of each pitch only		£ 20.00	per pitch / match
<b>Juniors</b>			
Hire of pitch and pavillion facilities (toilets, room and kitchen)		£ 20.00	per pitch / match
Hire of each pitch only		£ 15.00	per pitch / match
<b>Other</b>			
Hire of pitch and pavillion (for training sessions)		£ 10.00	per training session
Hire of garage for storage		£ 15.00	per month
Organised sports hire of pitches or recreation ground for training, exercise or other		£ 5.00	per hour

### Ashford Courtside

Ashford courtside have agreed in principle to the revised proposed charging structure above. This is a revision from our earlier proposal in 2020 – which was unworkable for Courtside. I request formal approval of the PC for the new rates. Suggest we review these rates once the present football season end (July – there are approximately 6 fixtures at the recreation ground left to play). For background, an analysis of the cost proposals and rates for Courtside is below:

For 3 months (through to June)			
	Old rate	PC proposal	PC rate card proposal
<b>U-8's</b>			
Matches (x5)	£ 56.25	£ 100.00	£ 100.00
Training (x 14 1 hour)	£ 105.00	£ 280.00	£ 140.00
Garage hire x 3 months		£ 180.00	£ 45.00
<b>U-12</b>			
Matches (x4)	£ 60.00		£ 80.00
	£ 221.25	£ 560.00	£ 365.00
<b>Assumptions</b>			
U-8's and U-12's traing at the same time			
U-12's matches are 2 hours			
U-8 matches are 1.5 hours			

Note that Courtside will likely not be using the Pavilion whilst Covid restrictions in place. The minimum PC income from Courtside's usage for the remainder of the football season will be £250 (vs £221.25 old rate). If the Pavilion is used, this will increase.

### Drainage

Response from Browns on when the recreation field drainage will be completed:

*'the two ideal windows for carrying out these works are early spring or late summer. The reason for this is to reduce the immediate amount of cracking/shrinkage of the trench walls due to the severe drying out or sun and the stone backfill disappearing into the cracks. By installing early spring or late summer this also gives the grass a chance to grow across and help protect trench lines.*

*The spring was very wet up until very recently, and ground conditions haven't been suitable, so the next window would be Aug/Sept/Oct, for which we have booked in. Obviously with current restrictions hopefully being relaxed, if there are any dates you have activities on the field please forward.'*

### Play equipment

Has been re-painted, see photos below.



## Scouts

The Scout Hall is being refurbished inside and an outdoor terrace being introduced. Some of the clay spoil from the work completed to create a French drain at the Scout Hut will be spread out along the existing ditch in the recreation ground and used to help ensure the silt recently removed doesn't return into the ditch.

Had a positive discussion with the Scouts about installing a welcome sign at the entrance of the recreation field.

### Upcoming recreation ground works:

- White bollards removal (to enable Aspire to get machinery into the field to cut the grass)
- Car park light fixing (currently not working)
- Holes in goalmouth filled to ensure safe for use

## APPENDIX F

There is a continuing but patchy dialogue with Southern Water over the planning applications and Brinklow in particular. As reported last time, we asked SW for data relating to sewer blockages and pumping station breakdowns at the Mace Terrace pump, sadly this is still outstanding and has been chased. There is a similar patchy dialogue with KCC.

Yet again we continue to await the survey report on Hornash House from ABC Planning, indeed it has been denied that there was one. The Hornash House planning appeal was refused and a formal reply from Historic England recently found on the portal has shown that the application to demolish does not meet the required tests, therefore ABC should not permit demolition. These are two very positive aspects, but...

Promised answers to previous questions to ABC remain unanswered, the complaint letter to the Head of Planning, even when the Chief Executive was copied in, has not yet yielded a reply, merely a holding one. This is not satisfactory. An FOI regarding correspondence was requested and the 20 working days' time limit ends on the 13<sup>th</sup> of April...

**KALC Joint Parishes Planning Committee** – there is yet another planning consultation from Government this time on 'Permitted Development Rights'. I have circulated Parishes for examples and information and the Planning Group will meet again this Friday to discuss the consultation.

**APPENDIX G**

