



Shadoxhurst Parish Council

Protecting the Woodland Gateway to the Countryside

SHADOXHURST PARISH COUNCIL

MINUTES 470

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING WEDNESDAY 12th OCTOBER 2022 COMMENCING AT 6PM

PRESENT: Cllr M Richmond Coggan (Chair), Cllr D Ledger (Vice Chair),
Cllr D Williams, Cllr S Matarazzo & Cllr E Yeomans

PARISH CLERK: Ms C Laming

IN ATTENDANCE: Borough Cllr D Ledger (ABC)

1. APOLOGIES FOR ABSENCE

Chairman Cllr M Richmond Coggan sent his apology for being late to the meeting. Vice Chair Cllr D Ledger commenced the meeting in his absence.

There were three apologies for absence. County Councillor David Robey, Cllr V Brisley and Cllr D Juniper sent their apologies before the meeting.

Proposed Cllr E Yeomans

Seconded Cllr S Matarazzo

2. DECLARATIONS OF PECUNIARY AND SIGNIFICANT INTEREST

Declarations of Pecuniary Interest

There were no Declarations of Pecuniary Interest.

Declarations of Significant Interest.

There were no Declaration of Significant Interest.

3. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING

Minutes 469 of the Ordinary Parish Council Meeting held on Wednesday 14th September 2022 were accepted and it was unanimously agreed that Vice Chair Cllr D Ledger should sign them.

Proposed Cllr E Yeomans

Seconded Cllr S Matarazzo

Chairman Cllr M Richmond Coggan arrives at 6.15pm and takes over from Vice Chair Cllr D Ledger.

4. REPORTS FROM BOROUGH COUNCILLORS & COUNTY COUNCILLORS

BOROUGH COUNCILLOR'S REPORT (See Appendix A)

COUNTY COUNCILLOR'S REPORT (See Appendix B)

5. PUBLIC INTERVAL (18.21-18.33)

There were two members of the public present. Various issues were raised including the defibrillator, the planning application relating to the new pavilion and the trenches at the playing fields.

6. CHAIRMAN'S REPORT (see Appendix C)

ADVISORY GROUP REPORTS, DISCUSSIONS & AGREEMENTS

7. PLANNING (see Appendix D)

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

8. FINANCE & POLICY

Account Balances/Ledgers & Reporting (see Appendix E)

Payment of Accounts

Accounts to be Paid

October 2022

		net	vat	gross	total	Account
Clerk's Salary	October Salary	693.33		693.33	693.33	SPC
Caretaker's Salary	October Salary	120.00		120.00	120.00	H&P
Spick n Span	Window Cleaning - October	10.00		10.00	10.00	H&P
Chairman's Expenses	Ionos Web Hosting October-November	7.00	1.40	8.40	8.40	SPC
Woodchurch Hub	Newsletter Printing	125.40		125.40	125.40	SPC
Play Inspection	Outdoor Annual Inspection and Life Expectancy	72.95	14.59	87.54	87.54	H&P
C.M Cleaning	Cleaning Sept-Oct	135.00		135.00	135.00	H&P
Clerk's Expenses	Cleaning Supplies/Notice Boards	140.98		140.98	140.98	H&P
Clerk's Expenses	Fuel, Home Office	26.67		26.67	26.67	SPC
		1331.33	15.99	1347.32	1347.32	

Proposed Cllr M Richmond Coggan

Seconded Cllr E Yeomans

In addition to the above payments, order #76898 was authorised by Cllr E Yeomans and Cllr S Matarazzo and paid to DefibWarehouse for the sum of £444.00 on the 5th October 2022 for a new battery, adult pads and child pads.

Section 106

Cllr E Yeomans provided a Section 106 summary to reflect recent spend (see Appendix G)

Budget 2023/2024 & Precept

The Parish Clerk and Cllr E Yeomans will meet in the coming weeks to draft the 2023/2024 budget and discuss the precept ready for the November meeting. (see Appendix G)

9. VILLAGE HALL

Repairs Update

The Clerk had reported that various minor repairs had been carried out at both the hall and the pavilion.

Cleaner Vacancy

The Clerk reported that a new cleaner has been appointed and will start immediately.

Defibrillator

The Clerk reported that the new battery and pads had been delivered and that she would contact Wayne Bishop to ask to fit them. A grant for a second defibrillator has been applied for by Cllr S Matarazzo and she will make a request for the Kings Head to position it outside their pub.

Storage

The Clerk will ask the Caretaker to open all the cupboards to confirm identity. All cupboards are to be labelled up.

10. PAVILION & PLAYING FIELD

Drainage Works

Cllr D Williams agreed that he would pass on Peter Finnis's report to Lustre. It was also requested that an extra 1 tonne of Root Zone Mix would be needed to top up the cracks at the playing field. The Clerk will contact a local company for a quote. (see Appendix G)

Community & Sports Hall Project (see Appendix G)

Additional Waste Bins

Cllr D Ledger is meeting up with Ashford Borough Council to discuss this requirement in the coming weeks.

11. UTILITIES ADVISORY GROUP/EXTERNAL RELATIONS (see Appendix F)

12. CONSERVATION & HERITAGE

Millennium Sign

It was agreed that a budget needs to be set by the Gardening Club and the Parish Council for ongoing maintenance around the millennium sign. (see Appendix G)

Notice Boards

Roger Hills informed the Parish that he is still waiting on timber costs to reduce before proceeding.

13. HIGHWAYS

Byway abuse by the off roaders

Nothing to Report.

Lorry Watch/Speed Watch

Nothing to Report.

Highway Improvement Plan

Cllr D Ledger reported that a new draft would be approved next month.

Items to be reported to KHS/PROW

Nothing to Report.

14. ITEMS FOR INCLUSION ON THE NEXT AGENDA

Hornash House Consultation

15. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

There being no other business the meeting closed at 8.20pm

Date of next meeting: **9th November 2022** Time 6pm in the Village Hall

Signed
Chairman

Dated

18th October 2022
Parish Clerk

APPENDIX A - BOROUGH COUNCILLOR'S REPORT

Borough Councillor's Report October 2022

I am on Overview and Scrutiny Committee, and it is a busy one. Generally, when detailed work is required Task Groups are set up. Often these are on-line to save travel. I was on one that investigated ABC communications and consultations. With all the problems of the new Planning system and difficulties for people to access the planning portal and make comments and review documents, O&S agreed last night to set up a Task Group to see what went wrong and discover lessons learned. I have volunteered for that and there will be meetings in the coming weeks. I am also going to be on the budget monitoring Task Group in December / January.

I am also on the Climate Change Committee and there is an application for government funding to help get all Council owned housing up to energy rating band C by 2025. An ambitious but necessary project. I am also on the Local Plan and Planning Policy Task Group, and we recently reviewed the Policy SP7 which is designed to prevent the coalescence of settlements, ensuring there is a gap (undefined) between settlements. Shadoxhurst is right on the front line with the potential to be swamped by Chilmington and Kingsnorth in time. It is vital that we ensure that this policy is retained and strengthened when the Local Plan is reviewed and the next version post 2030 is being prepared. I will continue to battle to keep this policy in place and if possible strengthened.

David Ledger

APPENDIX B - COUNTY COUNCILLOR'S REPORT

County Councillor's Report October 2022

- The effect of soaring energy costs and rising inflation on KCC budgets continues to bite, in common with many other organisations. How this will all pan out remains to be seen, but we currently have a large overspend emerging in this year's budget, which is likely to necessitate some very difficult decisions.
- The Kent & Medway Business Fund Small Business Boost was launched on Thursday 8th September at Dartford Football Club. This is a scheme for loans to businesses of between £26k & £99k, and will be a companion to the existing larger loan scheme, which offers loans of between £100k & £500k. I will be running the SBB. The money comes from ring - fenced funds originally allocated by the government twelve years ago, after the Banking Crisis, when the banks were not lending to SMEs. Kent has successfully lent and then re - lent this money, as the loans have been repaid, and our scheme is one of the most successful in the UK
- The KCC Full Council Meeting, due on 15th September, was postponed, due to the Queen's death, along with a number of other meetings. A meeting to allow KCC Members to pay tributes to the Queen was held instead, and a number of Members spoke about their personal memories of the Queen in a moving and eloquent way.
- I will review where we are your various Highways Issues and report back for the next meeting.
- I was contacted by a resident on Church Lane about a serious water leak and I managed to get this fixed by SE Water

APPENDIX C – CHAIRMAN'S REPORT

Chairman's Report to Shadoxhurst Parish Council October 2022

1. I would like officially to welcome our two new Councillors who joined us during the meeting last month – Stacie Matarazzo and Darren Juniper.
2. Yet again, there has been no movement on the major planning applications, nothing is yet moving inside ABC due to the challenges with Stodmarsh mitigation. There is also a significant shortage of planning officers, and the Shadoxhurst Utilities Team are keeping on top of the current sites and ensuring that the village concerns are kept in sight.
3. There is, at last, movement on Hornash House. There is an application for formal pre-planning advice; we are awaiting an invitation from ABC to be involved
4. Our planning application is progressing. The Shadoxhurst Utilities Group has raised some concerns which we need to consider seriously; the Environment Agency has responded to the consultation and has requested a condition to be applied to the application.
5. The Parish Councillors met to review and update the Council's vision for the Village and the responsibilities for the Advisory Groups. We finalised our vision and this is posted on the website and I will post the Advisory Groups once these are finalised

Martin Richmond-Coggan
Chairman, Shadoxhurst Parish Council

APPENDIX D - PLANNING APPLICATIONS

SHADOXHURST PARISH COUNCIL RECORD OF PLANNING APPLICATIONS SEPTEMBER - OCTOBER 2022

Application Reference

PA/2022/2119

Site Address

75, Tally Ho Road, Kingsnorth, Ashford, Kent TN26 1HL

Proposal

New dormer to front elevation & single storey side extension

Date Valid

09/09/2022 **Application Status** Decision Made – Approved with Conditions

Application Reference

PA/2022/2337

Site Address

Little Toke, The Street, Shadoxhurst, TN26 1LU

Proposal

Proposed single storey extension to south elevation. Construction of detached car barn with storage to rear and home office above.

Date Valid

29/08/2022 **Application Status** Under Consultation

The Parish objects to this application without the conservation area consent.

Application Reference

PA/2022/2271

Site Address

Woodlands, Hornash Lane, Shadoxhurst, TN26 1HT

Proposal

Proposed first floor extensions, enlargement of existing dormer windows and ground floor side windows.

Date Valid

17/08/2022 **Application Status** Under Consultation

The Parish supports this application

Application Reference

PA/2022/2101

Site Address

Shadoxhurst Recreation Ground, Hornash Lane, Shadoxhurst, Ashford, Kent TN26 1HT

Proposal

Demolition of existing pavilion and erection of new pavilion building

Date Valid

27/07/2022 **Application Status** Under Consultation

Application Reference

PA/2022/2038

Site Address

Blindgrooms Farmhouse, Blindgrooms Lane, Shadoxhurst, TN26 1HN

Proposal

Proposed annexe building ancillary to main accommodation.

Date Valid

19/07/2022 **Application Status** Under Consultation

APPENDIX E – Account Balances

FINANCIAL YEAR 2022-2023
SHADOXHURST PARISH COUNCIL
FINANCE - SEPTEMBER 2022
Treasurers Account (0339)

	Balance	Receipts	Payments
	01/09/2022		
Opening Balance	51301.23		
<u>Plus Receipts</u>	33672.40		
HMRC VAT		17265.10	
ABC 106 Monies - Aspire/Field		6072.30	
ABC Precept		10335.00	
<u>Less Payments</u>	-24768.89		
Plus Net			-21.60
Transfer to Forum			-300.00
IT Outcomes			-16.16
Kompan Ltd - Play Equipment			-13507.57
Transfer to H&P Pavilion Costs			-3865.30
Chairman's Exp - Website Hosting			-8.40
PKF Littlejohn Auditor			-360.00
Clerk's Expenses			-19.57
Clerk's Salary			-628.33
Town & Country Website Hosting			-220.00
Parish Clerk Back Pay			-195.00
Transfer to H&P - VAT			-5608.96
Service Charge			-18.00
Balance 30th September 2022	60204.74		

SHADOXHURST PARISH COUNCIL
FINANCE - SEPTEMBER 2022
Hall & Pavilion Account (0326)

	Balance	Receipts	Payments
	01/09/2022		
Opening Balance	2367.68		
<u>Plus Receipts</u>	9890.19		
Private Hall Hire Hire/Deposit - JW		86.00	
Private Hall Hire Hire/Deposit - DD		110.00	
Transfer from Forum - Ping Pong		33.93	
Transfer from - Pavilion Costs		3,865.30	
Private Hall Hire Hire - Mini Football		60.00	
Pilates - A.Ford		126.00	
Transfer from SPC - VAT		5608.96	
<u>Less Payments</u>	-1505.50		
EDF (Pavilion)			-165.00
EDF (Hall)			-819.00
H.Collision - Ping Pong			-33.93
Caretaker's Expenses - Key Cut			-8.00
Window Cleaner			-10.00
**Free Tennis/Coaching			-30.00
C.M Cleaning			-120.00
Deposit Return - GW			-50.00
Castle Water - DD			-31.18
Caretaker's Salary			-120.00
Deposit Return - LR			-100.00
Debit Interest			-0.39
Service Charge			-18.00
Balance 30th September 2022	10752.37		

Forum & Fete Account (0342)

Balance 1st September 2022	5130.22
Transfer from SPC Ping Pong Grant	300.00
Transfer to H&P Ping Pong	-33.93
Credit Interest	7.95
Balance 30th September 2022	5404.24

****£2k Tennis Grant - H&P Account**

Balance 1st September 2022	710.76
Tennis Coaching	-30.00
Balance 30th September 2022	680.76

APPENDIX F - External Liaison Group Report

External Liaison Group Report for 12th October 2022 SPC Meeting

Utilities Advisory Group – background work continues

KALC Joint Parishes Planning Committee – meeting in late November to consider the Land Commission Report due out Nov/Dec.

KALC – the postponed meeting was held last week. A brand new Police Chief Inspector attended and therefore not yet up to speed. A lot of constraints on budgets and manpower doesn't bode well for local and rural policing, although this has been well supported to date. The Head of Planning was at the meeting and a lot of discussion centred on the new planning system which still has glitches and issues. Roll out has been problematic. There is a training session aimed at Parish Clerks and Members on the 18th October 2-3.30pm. I urge you to either attend in person or online (Teams) if you can. There should be a letter to Caroline from Ben Robinson, please send any feedback to him about access problems and feedback.

Village Forum – the Forum continues to meet monthly on first Monday of the month with very positive meetings. Even with Peter and Lis away, the other members continued to meet. The Quiz Night had nine tables and was a great evening raising over £300 for future events. There is a Christmas Craft Fair (26th November) and Christmas wreath making workshop (3rd December) organised for this year.

ABC Parish Forum – The last meeting was not well attended but there is no date yet set for the next Local Council Forum with ABC.

Chilmington Green – the Chilmington Community Stakeholder Group met on the 22nd September and involved initial work on the Discovery Park which I can talk about at the meeting.

Newsletter – Closing date for the December edition is the 15th November.

APPENDIX G

Cllr E Yeomans Report

Finance

- Will arrange to meet with Caroline to talk through the budgeting process and bring a draft 2023-4 budget to the November meeting
- S106
 - Updated S106 spreadsheet to reflect recent spend - summary at the end of this report and full spreadsheet attached
 - Approached ABC to discuss S106 categories - advised best to discuss with Ian Bailey - have emailed him.
 - Planned spends:

Millennium Sign & Dog waste stations

Working with David & Peter to pull together a S106 application covering the maintenance of the Millennium sign & also the dog waste stations for the recreation ground.

- Aspire quote for Millennium sign £356 (will ask to refresh before final submission)
- Gardening club - requested a rough budget to cover initial planting and anything forecast to cover 12m maintenance
- Dog waste stations - propose 2x Eco Dog Stations at £250+VAT each (inc 2500 bags)
 - <https://ecogreencommunities.com/product/eco-dog-bag-dispensing-station-impactful/>

Rec Field Project - Relocate gym equipment & MUGA

- Had initial conversation with Kompan, Wicksteed and meeting planned with MW Supplies for 15/10. Will then develop a tender document with Caroline and send out.
- Query - what are we looking for from a MUGA? Tennis / Basketball / Football?
- Funding - have c.£53k in the "Outdoor Sports" bucket - but not sure how much of this is actually useable. Bulk of this comes from Kings Close - project description is

"Capital costs and maintenance towards the drainage project for the recreation ground at Hornash Lane and the reconfiguration of the pitches and replacement of the changing rooms at Hornash lane and the provision of disable facilities at Hornash Lane."

<https://ashfordboroughcouncilpr.force.com/pr/sfc/servlet.shepherd/version/download/0688d0000067yRWAAY>

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Recreation Field

Drainage:

- Had a walk around the field with Cllr Ledger to see the various drainage schemes and talk through some of the issues raised by Peter Finnis.
- We will look to have the dumped clay removed from the bank of the whitewater ditch
- We will try to see if there is flow through the new drainage pipe after the next heavy rain. Potential to follow up with Browns on the depth of the pipe and if back filling is likely to be an issue. Bob recently fitted the playground sign and commented that the ground is still very solid below the first 10cm.
- Query from Vanessa if slitting will be an ongoing thing - in her view it needs to be done perpendicular to the drainage channels and topped up with gravel??

Playground

- Kompan returned to site on 11/10 and re-edged all of the new surfacing, compacted and seeded. Not sure if this will take given visitors trampling it - evaluate in a week or so and consider closing for a few days if not?
- Thanks to Bob for installing the new playground sign. It needs an extra set of brackets which I will collect from the manufacturer later this week.

Other:

- Request from Vanessa for additional soil so they can continue to top up any sinkage in the trenches
- Scouts access - how should we progress this?

Misc

- Contacted Alex Brauningner (Alex.Brauningner@kent.gov.uk) regarding the discharging into the white water ditch from properties on Hornash as raised by Roger Hills at the last meeting - he advised that since it appears to be unknown discharging from properties rather than surface water from the highway, it should be referred to the Environment Agency.