



Shadoxhurst Parish Council

Protecting the Woodland Gateway to the Countryside

SHADOXHURST PARISH COUNCIL

MINUTES 485

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING WEDNESDAY 17th APRIL 2024 COMMENCING AT 6.30PM

PRESENT: Cllr E Yeomans (Chair), Cllr M Richmond Coggan, Cllr D Williams & Cllr S Matteredzo, Cllr V Brisley & Cllr D Juniper
PARISH CLERK: Ms C Laming
IN ATTENDANCE: County Cllr David Robey

1. APOLOGIES FOR ABSENCE

There were two apologies for absence. One from Vice Chair & Borough Cllr D Ledger & another from Borough Cllr A Hicks.

Proposed Cllr E Yeomans

Seconded Cllr V Brisley

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 Declarations of Significant Interest.

3. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING

Minutes 484 of the Ordinary Parish Council Meeting held on Wednesday 13th March 2024 were accepted and it was unanimously agreed that Chair E Yeomans should sign them.

Proposed Cllr E Yeomans

Seconded Cllr S Matteredzo

4. REPORTS FROM BOROUGH COUNCILLORS & COUNTY COUNCILLORS

BOROUGH COUNCILLOR'S REPORTS – See Appendix A

COUNTY COUNCILLOR'S REPORT - See Appendix B

5. PUBLIC INTERVAL (19.15-19.20)

There were two members of the public present.

6. CHAIR'S UPDATE

Chair E Yeomans reported that the National Lottery £20k grant application had been successful. A huge thank you to everyone involved. It was also reported that following on from the blind tender process on the 26th of March 2024, that 3 tenders had been shortlisted. The application for the £10,000 ABC Capital Grant has a due date of the 31st May and is currently being worked on.

The Working Hall Party Group organised a meeting on the 16th of April to discuss the up-and-coming deadline for Community Ownership Fund Application which is on 31st May 24. A summary of this meeting will be distributed in due course.

During her report, Chair E Yeomans also discussed the list of sites submitted for inclusion in the ASHFORD Local Plan. It was agreed to wait until phase 2 before engaging with the parishioners as Ashford Borough Council may removed some of the proposed sites.

It was also discussed and agreed that the Annual Parish Meeting will start at 6pm on Wednesday 8th May 2024.

ADVISORY GROUP REPORTS, DISCUSSIONS & AGREEMENTS

7. PLANNING (see Appendix C)

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

8. FINANCE & POLICY

Account Balances/Ledgers & Reporting (see Appendix D)

Payment of Accounts

Accounts to be Paid
April 2024

		net	vat	gross	total	Account	Date PAID	Proposed	Seconded
Clerk's Salary	April Salary	884.00		884.00	884.00	SPC	PAID 22/04	EY	VB
Clerk's Expenses	Fuel, Home Office	31.59		31.59	31.59	SPC	PAID 18/04	EY	VB
Caretaker's Salary	April Salary	150.00		150.00	150.00	SPC	PAID 24/04	EY	VB
Spick n Span	Window Cleaning - April	10.00		10.00	10.00	H&P	PAID 18/04	EY	VB
Councilor's Expenses - MRC	Ionos Web Hosting April-May	7.00	1.40	8.40	8.40	SPC	PAID 18/04	EY	VB
EcoSan	Yearly Subs	146.84	29.37	176.21	176.21	SPC	PAID 18/04	EY	VB
KALC	Annual Subscription	496.36	99.27	595.63	595.63	SPC	PAID 18/04	EY	VB
Cleaner - KJ	March 2024	24.00		24.00	24.00	H&P	PAID 05/04	EY	VB
Cleaner - KK	March 2024	97.50		97.50	97.50	H&P	PAID 28/03	EY	VB
		1847.29	130.04	1977.33	1977.33				

Proposed Cllr E Yeomans

Seconded Cllr V Brisley

Year End Accounts ((see Appendix D)

The year end accounts for 2023/2024 was presented by the Clerk/RFO. It was agreed that Chair E Yeomans and the Responsible Finance Officer Ms C Laming, would sign.

Proposed Cllr E Yeomans

Seconded Cllr S Matterezzo

Section 106

Chair E Yeomans will be looking at the Oakview 106 monies to assist with the hall renovations.

9. VILLAGE HALL

Village Hall Working Party Update

A report will be issued to the Councillors before the meeting in May.

Repairs Update

The Clerk has had no luck in receiving the EICR Report from the Ashford Electrical despite the works being carried out over a month ago. She will continue to chase.

The Clerk will chase again for the ceiling repair in the kitchen to be carried out.

It was also reported that there was a small leak under the kitchen sink. The Clerk will contact the Caretaker to investigate.

Risk Assessment

Nothing to Report.

Broadband

The Clerk reported that the BT installation was completed successfully and that the broadband service was now live. The heating connection was still not accessible, and Cllr M Richmond Coggan will investigate further.

10. PAVILION & PLAYING FIELD

Community & Sports Hall Project

It was reported that whilst the plans to improve the Sports Pavilion are still on our priority list, it was agreed, in the light of increasing construction costs, that the Parish will shift the focus to the urgent works that need undertaking at the village hall. The Parish will provide an update on the Pavilion at a later date.

The Clerk had received an email from Courtside reporting that the grass had been too wet to cut and that it had caused some short-term damage to the playing fields. The Clerk will contact Aspire to discuss future works.

The Clerk will also check to see if the dog waste bag station has been topped up.

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

12. CONSERVATION & HERITAGE

Millennium Corner

Nothing to Report.

13. ADVISORY GROUPS

Approval of Roles & Responsibilities

It was agreed that the Clerk would send the privacy and accessibility policy to the Chair before the Annual Parish Meeting next month.

14. HIGHWAYS

Byway abuse by the off roaders

It was agreed that Cllr S Matteredazzo will forward on photos of the damaged byways for the Clerk to send to Kent Highways.

Speed Watch

It was reported that several cars exceeded the speed limit on the latest Speedwatch session.

Highway Improvement Plan

Nothing to Report.

Items to be reported to KHS/PROW

Nothing to Report.

15. WEBSITE

The Clerk met with Hannah Collison for a training session. It was agreed that the Clerk will meet again with Hannah once the audits had been signed off.

From all of the Councillors and Clerk, a very big thank you to Hannah Collison for the tremendous work in 'revamping' the Parish Website.

16. MIDSUMMER FESTIVAL

It was reported that the plans of the Shadoxhurst Midsummer Festival 20th-23rd June 2024 had undergone a few minor changes. The final draft will be provided to the councillors in due course.

17. ITEMS FOR INCLUSION ON THE NEXT AGENDA

18. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

There being no other business, the meeting closed at 8.20pm

Date of next meeting:

8th May 2024 at Shadoxhurst Pavilion at 6pm.

Annual Parish Meeting

followed by the

Annual Parish Council Meeting



Signed
Chair

Dated

20th April 2024
Parish Clerk

APPENDIX A

Borough Councillor's Report April 2024

In spite of trying to avoid the Parish Council meeting clashing with the Planning Committee meetings, we failed in April, and I must give my apologies. Since the last meeting, members of the planning committee recently went on a site meeting to the proposed Stubbs Cross wastewater treatment works. In theory, as I write this ahead of the meeting, a decision on this will be made tonight at the clashing meeting. There has been a lot of correspondence on this site, time will tell if this is given the go ahead.

I am interested in any feedback on the roll out of the new waste contract. Some corners of the borough have had a few issues with delayed collections. Considering that there are some 55,000 houses to collect from in the borough, matters have largely gone well. Some rounds have changed, and the new company appears to have swapped teams around, so they must get used to new lorries and new rounds. The crews have been working very hard to keep up. Things will soon settle, and we will get used to the different times that the lorries visit.

David Ledger 16th April 2024

APPENDIX B

County Councillor's Report April 2024 – Cllr D Robey

- We have now started 24/25 with a balanced KCC budget, but with a lot of cuts to services, and we have started working on 25/26 already, which we also aim to balance. After that, it is essential that there is a fundamental review of both how Local Government is financed and how is structured.
- I am looking into whether or not we can repair the rest of Church Lane.

David Robey

APPENDIX C - PLANNING APPLICATIONS

SHADOXHURST PARISH COUNCIL RECORD OF PLANNING APPLICATIONS MARCH-APRIL 2024

There were no new planning applications.

Decision Notices/Updates received from Ashford Borough Council

Application Reference

PA/2024/0313

Site Address - Little Criol Stables, Bethersden Road, Shadoxhurst, Ashford, Kent TN26 1LL

Proposal - Change of use of land to residential. Two single-storey extensions to the property with associated alterations.

Date Valid 23/2/2024

Application Status Under Consultation

Consultation Deadline 27/03/24

Application Reference

PA/2024/0256

Site Address - Colebran Wood Field , Duck Lane, Ashford , TN26 1LT

Proposal - Forestry and agricultural building.

Date Valid 04/3/2024

Application Status Under Consultation

Consultation Deadline 27/03/24

Application Reference

PA/2024/0398

Site Address - Green Farm, Church Lane, Shadoxhurst, TN26 1LS

Proposal - Construction of a 52sq metre Community Room to provide extra facilities.

Date Valid 04/3/2024

Application Status Under Consultation

Consultation Deadline 27/03/24

Application Reference

PA/2023/1929

Site Address - 107, Tally Ho Road, Shadoxhurst, TN26 1HW

Proposal - Change of use of land and installation of 6no. glamping pods, footpaths, parking & turning area, secure bicycle storage and recycling/refuse storage.

Date Valid 04/1/2024

Application Status Under Consultation

Consultation Deadline 30/1/2024

Application Reference

PA/2023/1643

Site Address - Kings Head, Woodchurch Road, Shadoxhurst, Ashford, Kent TN26 1LQ

Proposal - Erection of new timber pergola with polycarbonate roof and 1.2m high picket fencing and gate to front seating area.

Date Valid 14/9/2023

Application Status - Refuse

Application Reference

PA/2023/1697

Site Address - Kings Head, Woodchurch Road, Shadoxhurst, Ashford, Kent TN26 1LQ

Proposal - Listed Building Consent for erection of new timber pergola with polycarbonate roof and 1.2m high picket fencing and gate to front seating area.

Date Valid 14/9/2023

Application Status - Refuse

APPENDIX D – Account Balances

FINANCIAL YEAR 2023-2024

SHADOXHURST PARISH COUNCIL

FINANCE - MARCH 2024

Treasurers Account (0339)

	Balance 01/03/2024	Receipts	Payments
Opening Balance	25979.47		
Plus Receipts	0.00		
Less Payments	-4889.02		
Plus Net			-21.60
IT Outcomes			-17.36
ABC - Business Rates			-1060.38
P.Webb - Millenium Area			-44.50
Councillor's Exp - Website Hosting			-8.40
Clerk's Expenses			-31.12
Caretaker's Salary			-150.00
Clerk's Salary			-884.00
Transfer to H&P (vat)			-2653.66
Service Charge			-18.00
Balance 31st March 2024	21090.45		

SHADOXHURST PARISH COUNCIL

FINANCE - MARCH 2024

Hall & Pavilion Account (0326)

	Balance 01/03/2024	Receipts	Payments
Opening Balance	614.24		
Plus Receipts	3293.92		
Flower Club		45.00	
Private Hall Hire Hire - Dance Group		105.00	
Crystal Creative		56.00	
Hall Hire - Life Drawing		48.00	
Hall Hire - History Club		22.50	
P.Webb - Coronation Overpayment		46.26	
Hall Hire/Deposit - JD		110.00	
Hall Hire - Sewing Club		60.00	
Hall Hire - Garden Club		22.50	
TRF from Forum - Hall Hire		125.00	
TRF from SPC - VAT		2653.66	
Less Payments	-670.64		
EDF (Pavilion)			-74.00
EDF (Hall)			-348.00
Hall Refund - Crystal Creative			-14.00
Castle Water			-12.19
Window Cleaner			-10.00
Castle Water			-12.19
Deposit Return - PK			-49.00
PPL PRS Music Licence			-133.26
Service Charge			-18.00
Balance 31st March 2024	3237.52		

Forum & Fete Account (0342)

Balance 1st March 2024	8,745.89
H.Collison - Ping Pong Subs	250.00
H.Collison - Table Top Sale	188.27
Hall Hire trf to SPC	-125.00
H.Collison - Ping Pong Subs	250.00
EG Webb Murder Mystery	417.00
Credit Interest	60.52
Balance 31st March 2024	9786.68

SPC Savings Account

Balance 1st March 2024	20,057.26
Credit Interest	137.52
Balance 31st March 2024	20,194.78

Tennis Grant - H&P Account

Balance 1st March 2024	263.80
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Balance 31st March 2024	263.80
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Excluding Land Trust	1133.78
H&P Balance	2103.74

BANK RECONCILIATION

AUDITED BODY NAME: SHADOXHURST PARISH COUNCIL

FINANCIAL YEAR ENDING 31 MARCH 2024

PREPARED BY: CAROLINE LAMING (PARISH CLERK/RFO)

Date: April 2024

BALANCE PER BANK STATEMENTS AS AT:

31 MARCH 2024

	£		£
	SPC	Acc.20450326	H&P
Opening Balance 01/04/23	44318.68	Opening Balance 01/04/23	4833.11
Payments	57500.33	Payments	21308.95
Receipts	34272.10	Receipts	19713.36
Closing Balance 31/03/24	21090.45	Closing Balance 31/03/24	3237.52
	21090.45		3237.52
difference	0.00		0.00

TOTAL OF ALL ACCOUNTS

£21,090.45	SPC
£3,237.52	H&P
£20,194.78	SPC SAVINGS
£9,786.68	forum
£54,309.43	

Emma Yeomans
Caroline Laming

CHAIRMAN 17/04/2024

CLERK/RFO 17/04/2024

APPENDIX E

External Liaison Group Report for 17th April 2024 SPC Meeting

Utilities Advisory Group – In spite of further chasing, ABC Planning have not got back to me for an update on Hornash. The Group has largely been working on matters relating to Stubbs Cross and has not involved me.

KALC Joint Parishes Planning Committee – I have not yet called this meeting forward as yet.

KALC – the next meeting is 29th May.

Village Forum –The Forum met as usual this month and were updated with details of the Festival progress, which is shaping up well. Lots of performers have come forward for the Sunday afternoon slots. There is an opportunity to fund raise for the hall. The Forum members ask if the SPC could agree to fund raising ideas like a “Buy a Brick” scheme that the Forum could promote to help raise money for the hall refurbishment? There is a need for clarity as which group is raising money for what and indeed who is taking the lead.

Chilmington Green – see notes elsewhere on this.

Newsletter – the closing date for the June / July edition is the 12th May, which actually tallies with the final date for the return of the hall survey forms. It will feature a double-sided sheet with all the festival details including a village map for the village trail.

David Ledger 16th April 2024