

# Appledore Parish Council

## Minutes of the Meeting of the Appledore Parish Council for Monday, 21st September 2015 at the Village Hall Commencing 19:30 Hrs

### PRESENT:

Cllrs. James Perkins (Chairman), Terry Blaney, Helen Hennig, Garry Morgan, Jayne Telfer  
Borough Cllr. Michael Burgess and Mary Philo (Clerk)

### IN ATTENDANCE:

Ken Girkin: Footpath Warden  
21 Parishioners/Members of the Public

1. FORMALITIES:
  - i. The Council was quorate
  - ii. Apologies for Absence: County Councillor M. Hill
  - iii. Declaration of Interest (DPI or OSI) - None
  - iv. The Chair welcomed the new Clerk Mrs Mary Philo

### *THE MEETING WAS ADJOURNED FOR THE PUBLIC SESSION*

#### Footpath Report

It was advised that Old Way Footpath AT129 had now been cleared, possibly by Public Rights of Way maintenance team. Following the recent ramblers walk, the warden had returned to clear the steps from Stone Road to AT123A. He also mentioned that a tree had fallen across the path through Silcocks Wood at Bench Hill. The warden sought to liaise more directly with Kent Public Rights of Way Team and other voluntary footpath maintenance groups outside the parish.

#### Public Session

Mr Sheridan spoke of his work on the website, [www.appledorekent.co.uk](http://www.appledorekent.co.uk), its success and the possibility of linking with the parish council website.

The Clerk introduced herself.

### *THE MEETING WAS RECONVENED*

#### 2. DRAFT MINUTES OF THE PREVIOUS MEETING

It was resolved to agree the minutes of 17th August 2015 as a true record. The chair thanked Tessa Knight for writing the minutes.

#### 3. MATTERS ARISING FROM THE PREVIOUS MEETING

None.

#### 4. FINANCES

- i. The bank balances stood at £10,801 in the reserve account and £ 34,973 in the current account on the day. The clerk was in the process of applying to the bank to be set up as a current account additional party. The clerk was asked to request the bank to provide a new cheque book with the correct number of signatories (2) stated on the cheques.
- ii. Cheques drawn:  
£ 274.99 Refund to Cllr. T. Blaney for acquiring a new laptop for the new clerk  
£ 146.76 Refund to Cllr. G. Morgan for the cost of the banner and associated accessories
- iii. Cheques to be drawn  
Cheque for Mr. Hennessy for the street cleaning. Sum to be advised at the next meeting.
- iv. Assets Register  
As the clerk had only been in the position for 2 weeks, this item was left to the next meeting.

## 5. PLANNING

### i. Applications Received

a) Application 15/01133/AS: The Plateau, 66 The Street - Replacement 5 bedroom detached dwelling with an integral double garage (resubmission of 14/00346/AS).

The council resolved to support the application.

b) Application 15/01177/AS: Gusbourne Estate Vineyard - Erection of Illuminated Signage  
The council resolved to support the application

c) Application 15/01134/AS: Gusbourne Estate Vineyard - Removal of condition no.19 to allow winery building permitted under 11/00229/AS to be built in addition to the existing building extension permitted under 15/00605/AS

As the council was shortly to make a site visit a decision was not made.

### ii. New Planning Application Review and Comment Procedure

After considering the suggested procedure, the procedure was proposed by Cllr. Blaney and seconded by Cllr. Perkins. It was resolved to include the new procedure in the council's standing orders.

## 6. HIGHWAYS & BYWAYS

Following open meetings, consulting residents on traffic issue, a final list of traffic concerns had been compiled and included the need to improve and upgrade visibility of current road signage, edge breaks along the road edges, obscuring of road signs by hedgerows and a cycle path among others. The council would be meeting with Kent Highways on the 16th October at 10 am.

## 7. SURGERIES

Attendance by the public had been limited but useful. As the surgeries had not been running long it was considered to be still worthwhile continuing with them. As the surgeries were weekly, the surgery on the 17th October was canceled when Cllr Morgan advised he could no longer attend. The Parish Magazine would have to be advised to make an amendment in the next edition and the website amended.

## 8. VILLAGE HALL MANAGEMENT

A report was distributed to councillors for consideration and comment at the next

meeting. The village hall committee had undertaken a risk assessment of the building which highlighted the need to replace the fire exit doors imminently. The meeting was adjourned while the council sought information from a hall committee member regarding the risk assessment and fire doors. The council requested a copy of the risk assessment and for the hall committee to present a report at the next council meeting in October.

#### 9. RECREATION GROUND

The clerk was requested to write to the recreation ground committee to present a report regarding the ground to the parish council.

#### 10. WEBSITE

The council thanked Mr. Sheridan for his considerable work on the Community Web Site [www.appledorekent.co.uk](http://www.appledorekent.co.uk). The council would work with Mr Sheridan to review available options.

#### 11. NOTICEBOARDS/SIGNAGE

- i) Banners - The new banners announcing the parish council meetings had been displayed on the recreation ground railings and at the other end of the village for the meeting. Cllr Morgan was thanked for organising this. During the discussion it was noted that no license would be needed to install flower troughs on the verges so long as highways requirements were complied with. It was further suggested that local businesses could be asked to sponsor them or sponsor event advertisements on them.
- ii) Village History Sign - It was suggested that the concrete posts should be replaced now that a new sign had been installed.
- iii) Parish Council Information Board - It was suggested that new locations for the new notice board could be reviewed while councillors walked the village with Highways officers. It was pointed out that it would be appropriate to consider the full extent of the village to include Appledore Heath.
- iv) Village Map - It was suggested that the current village map found in the hall car park could be updated and that its location should be reviewed.
- v) Free Visitor Car Parking - The discussion reviewed the reasons why local high street workers and visitors did not make use of the free parking at the village hall: assumption that the car park was only for those visiting the hall; distance from the main high street businesses; the lack of lighting for those returning to cars after dark and no advice that parking there was free. Additionally, it was noted that the current on road parking in the high street had the effect of slowing the traffic. During the discussion it was reported that the hall hedge needed to be cut.

#### 12. VILLAGE PLAN

- i) Neighbourhood Development Planning Initiative - A report was awaited.
- ii) Review of Key Issues - It was reported that Appledore's stock of council housing available to rent, would not be reduced as a result of tenants right to buy. There are 66 council owned houses which are all let or quickly re-let as necessary. The waiting list numbered 14,000. Councillors asked the clerk to enquire the status of 61 The Street.

#### 13. PUBLIC TOILETS

Following discussions with the council, the cleaner had decided to leave due to her personal circumstances. Cllr Hennig was thanked for taking over the management and cleaning of the toilets. Cllr Hennig advised that since the toilets were remaining cleaner, users had treated the toilets with more respect. She offered to continue cleaning the facility while the council considered how to proceed, with money saved to possibly be ring fenced for village causes. It was suggested that the toilets could be updated to include disabled facilities and provide an office/ information office. The lights and door locks needed to be repaired. Supplies were also needed for the toilets.

The Clerk was to provide councillors with a copy of the handover agreement between Ashford Borough Council and themselves.

The toilets electricity supply contract had been transferred from Ashford Borough Council to Appledore Parish Council at the time of the building transfer. The 3 year contract would expire at the end of the month. The council was awaiting new contract details from LASER (a commercial arm of Kent County Council supplying energy to councils, housing association, etc) of a fixed rate for periods of 1, 2 or 3 years. During the discussion the meeting was briefly adjourned to seek information from members of the public.

14. Village Logo

Notices advising of the competition had been posted. An independent judge was still to be chosen. Mr. Chris Vane was suggested. The competition would close at the end of October and the winner would be announced at the November parish council meeting.

15. FUND RAISING IDEAS

Clerk to research the legal position of the councils with regard to general raising funds.

16. ANY OTHER BUSINESS

It was noted that the current practise of parking on the verges was reducing the flora on them and their size. Any solution would have to balance the need to protect the verges and the desire to help local businesses succeed.

It was proposed that draft minutes were published shortly after the meeting. The clerk was advised that the council had opted to produce a half page article for the Parish Magazine highlighting the main points of the meeting and planning decisions. The meeting was adjourned to discover if there was still time to do this for the next issue. However it was advised that the copy had gone to print. The clerk was to contact the parish magazine editor to organise this for future magazine copies.

17. DATE OF THE NEXT MEETING

Monday 19th October 2015 at 19.30 hrs at the village hall.