



## Notice of Meeting of the Parish Council

You are hereby given notice that a Meeting of the Parish Council will be held on  
**Tuesday 10<sup>th</sup> January 2017 at the Village Hall, commencing 19:30hrs.**

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder

Dated 5<sup>th</sup> January 2017

Mary Philo .....  
Clerk to Appledore Parish Council

## Agenda

### 1. Formalities

- I) Establish Quorum. LGA Act 1972 sch12, 12/28/45
- II) Apologies and Reasons for Absence. LGA Act 1972 sch12, 12
- III) Declarations of Interest: Code of Conduct
  - a) Members of the council should declare any Disclosable Pecuniary Interest, (DPI), or any other significant interests, (OSI), in any item(s) on this agenda, in accordance with the council's Code of Conduct.
  - b) Requests for dispensations

### 2. Approval of Draft minutes

To agree the minutes of the meeting held on 5<sup>th</sup> December 2016 (already circulated to councillors) as a true record. (Available on <http://www.appledorekent.co.uk>) LGA Act 1972 sch12,19.1

#### **At this point the meeting will be adjourned for the public session.**

This session is for the public to express a view or ask questions on relevant matters on the agenda. The public are welcome to stay and observe the rest of the meeting but are reminded that they cannot take part.

District and County Councillors may also report during the adjournment.

#### **The meeting to reconvene.**

### 3. Matters arising from the previous ordinary meeting (not already covered under another item and not for decision at this meeting)

### 4. Finances

Quarterly financial figures available on <http://www.appledorekent.co.uk> under financial information

I) **To agree to set the precept for Appledore Parish Council for 2017 – 2018 at £26,000 for the year.** LGFA 1992, s. 41

II) **To agree that the reserve to be held is £ 7,500 and to note that ring fenced sums are £ 2840 for public convenience refurbishment and £2000 towards cost with regard to the council field development.** Proper Practices Governance and Accountability

III) **To agree to transfer £10,000 into the reserve account.** Proper Practices

IV) Income Received:

£ 630.00 Refund from Recreation Ground Management Committee for overpayment on Grass Cutting Charge

£ 29.00 UK Power Network – Wayleave payment

£ 26.45 Public donations from public conveniences

£325.95 EDF FIT payment on solar panels

II) Cheques raised since the last meeting:

£ 92.42 South East Water 31<sup>st</sup> May to 2<sup>nd</sup> December 2016

£ 128.38 Southern Water (Waste) 1<sup>st</sup> June to 2<sup>nd</sup> December 2016

£13.95 Refund Helen Hennig: Graffiti remover for toilets

£ 726.70 December Salaries

II) Agreement of cheques to be drawn (including but not limited to):

£ 13.05 Office Depot: Black ink

£ 91.02 Society for Local Council Clerks annual subscription (shared with Iden P.C.)

£ 23.49 Refund to M Philo: Large black ink and colour cartridge (shared with Iden P.C.) (HMRC to refund £3.91)

£47.54 M Philo: Administration costs – Room £30, Car £16.90, Stamp

£56.00 HMRC 3<sup>rd</sup> quarter payment

£ 48.75 J Harron: Payroll services

Salaries to be advised following receipt of time sheets

- 5. Planning** (details on all planning applications can be found on Ashford Borough Website)  
Town and Country Planning Acts 1990 sch1/2010
- I) Ashford Borough Decisions Advised:  
II) New applications for A.P.C. to consider and vote on:  
**16/01755/AS Fairwinds (Blackmore Farm), Station Road: Demolition of existing store with a proposed detached 5-bedroom house.**
- 6. As the first Monday in May is a Bank Holiday the Annual Meeting of the Parish Council will be Tuesday the 9<sup>th</sup> May 2017.**
- 7. To review the proposed internal auditors and charges, and to then agree to contract one for the current financial year.** (Report available <http://www.appledorekent.co.uk> under financial info.)
- 8. To confirm agreement to accept a second defibrillator and cabinet (free) from Kent Fire and Rescue. (Cost to council: installation/replacement pads and insurance) Locations to be finalised”**
- 9. To review quotes and to take out annual insurance coverage.** (Report available on <http://www.appledorekent.co.uk> under financial information)
- 10. To agree the council’s intention to work with Dr. Colledge on the development of a masterplan for the site, should both fields together be confirmed as an approved development site for the Local Plan 2030.**
- 11. To agree on a replacement Appledore Parish Council Representative on Appledore Recreation Ground Committee.** (The Clerk had requested a meeting with A.R.G.M.C. but the committee have asked for it to be after their January Meeting)
- 12. Highways and Byways**  
I) Report by the Footpath Warden Ken Girkin

II) Highways Update – Report attached

III) **To review the information provided and to agree whether or not to sign up for the Voluntary Warden Scheme proposed by Kent County Council**

IV) Other highway issues: “20 is plenty”

**13. Public Conveniences**

**14. Information for Councillors** (Not for decision at this meeting and items for the next agenda)

Drones

Armed Forces Covenant /Equal Opportunities Policy

**15. Date of Next Meeting**

Monday 6<sup>th</sup> February 2017, 19.30hrs in the village hall.

## **HIGHWAYS AND BYWAYS REPORT**

Following a brief mention of matters relating to highways and byways at the last parish council meeting in December and at the request of a resident I felt a fuller report at the start of the new year might be helpful.

Soon after becoming a parish councillor in January 2016 it was agreed that I should be the lead member for Highways and Byways. Because there are several facets to this role it was also agreed that Helen Hennig would assist as deputy lead member.

I should explain that to make things happen parish councils rely to a very large extent on the support and action of either Ashford Borough Council or Kent County Council Highways & Transportation and knowing who to contact. We have spent a great deal of time on routine matters dealing with such things as potholes, broken manhole covers, street lights not working or necked, trees and vegetation issues, blocked drains apart from footpaths matters. These issues may seem straight forward but achieving results and solutions are time consuming and slow and often require much chasing for responses.

In the latter part of the year Helen and I attended a Parish & Urban Forum organised by Ashford Borough Council and a Parish Seminar organised by Kent Highways. Both these events enabled us to gain a better understanding of these two organisations and their structure as well meeting key personnel able to provide solutions to parish council issues and problems. In addition, we have been visited by and held meetings with Toby Howe, East Kent Highway Manager, Lisa Willoughby, Ashford District Manager, Lee Goodman, Ashford Engineer and Daren Anderson, Highways Steward which has enabled us to gradually build a relationship with these key influencers. I have also had close dealings with our County and Borough Councillors.

Turning now to more specific highways related matters, we are aware that the previous parish council highlighted some seven highways issues of concern in the village. Three of these are inter connected namely:

**1. Vehicle speed and parking in The Street. 2. Court Lodge Road junction. 3. The approaches to the south and north directions of The Street through the so called "narrows with The Queen's Arms and Vine House, both listed buildings, on either side.**

Solutions to some of the above problems are dependent on planning approval for the development on the Crown Estate land adjacent to Court Lodge Road an integral part of which is a parking and traffic management scheme produced by Kent Highways Schemes Planning and Delivery Engineer in 2013. Separately, however, I had a meeting with the Ashford Engineer in late November who responded positively to the possibility of a priority sign with a red and white arrow being permitted. Unfortunately this is not under his jurisdiction but he agreed to refer this to the right quarter with a request to contact me.

So, work in progress but this is now the number one priority and the matter will not be allowed to rest.

**4. School Road Cross Roads.**

As a result of direct contact with the landowners, the hedges on the School Road and Ferry Road sides have both been cut back enabling the Stop signs to be visible.

#### **5. Fourwents Cross roads.**

The resurfacing work and enhanced road surface signage was carried out in 2015.

#### **6. Narrows over The Wish. 7. Lack of footpath from Fourwents Crossroads past Griffin Cottages.**

Both these issues have been discussed with Toby Howe. While the white road warning markings both ways at the Wish have been refreshed, there is clearly a limit to what can be done because of the ever-decreasing amount of funding available and also because of other issues considered to be of a greater priority. Equally the same applies to the installation of a footpath from the Four Wents crossroads although additionally the need to obtain agreement by residents to forfeit land and relocate telegraph poles is extremely likely to be a 'no win'.

However, should a volunteer or volunteers come forward, who would be willing to pursue and drive either of these two issues forward, the matter could be referred for a vote of approval and authorisation to act on behalf of the Parish Council.