



## Minutes of the Meeting on 5<sup>th</sup> February 2018 at 19.30 hrs Appledore Village Hall

### Present

Cllrs: James Perkins (Chair), Helen Hennig, Lyndsey Jenkins, Charles Wilkinson and Derek Winter.  
In Attendance: County Cllr. Mike Hill, Borough Cllr. Mike Burgess and the Clerk Mary Philo.  
Members of the Public: 5

### 1. Formalities

- I) The council was quorate. LGA Act 1972 sch12, 12/28/45
- II) Apologies had been received from Cllr. Vane. LGA Act 1972 sch12, 12
- III) Declarations of Interest and dispensations: None. Code of Conduct

### 2. Council Vacancy

Julian Colledge had resigned since the last meeting. Notice of vacancy had been advertised and enough electors had requested a bye-election within the specified time. Completed nomination forms would be accepted by appointment with Electoral Services at Ashford Civic Centre between 9<sup>th</sup> February till 4pm on Friday 16<sup>th</sup> February. Contact the clerk or Ashford Electoral Services for nomination forms and assistance.

### 3. Approval of Minutes

**It was resolved to agree the minutes of the meeting held on 8<sup>th</sup> January 2018 as a true record.**  
Proposed Cllr. Jenkins and seconded Cllr. Wilkinson. LGA Act 1972 sch12,19.1

### The meeting was adjourned at 19.38 hrs.

#### Report by County Cllr. Hill

**2018 County Budget / County Share of Council Tax** – The county council expected to be able to balance anticipated expenditure and income for 2018. The county had remained financially viable and was not in the position of Northamptonshire which had been prohibited from any further spending because of its large deficit.

#### Report by Borough Cllr. Burgess

**2018 Borough Council Tax** - There would be a small increase and it remained the lowest district tax in the Kent.

**Local Plan 2030** – This had been passed on to the Secretary of State on the 21<sup>st</sup> December 2017. Its review would begin in March/April and a decision made by the planning Inspector in June.

**Sussex Rail Partnership** – Funds were now available for the Appledore Group to start making initial improvements to Appledore train station platforms.

### Public Questions

**Kenardington Road Markings** – The advised road closure had not started on the meeting date but it was believed that the poor weather had probably slightly delayed it.

**Council Field Use as Compound for Magpie Farm Development** – It was confirmed that the council had allowed this to reduce parking on the main road and other disturbances to residents. This was completely separate to any other issue with the field. The field would be returned to its previous

state afterwards. The developer advised that Magpie Drive would be tarmacked shortly and this would remove the mud from the footpath across the drive entrance. The developer was also organising a donation to the council, having had to make use of the public toilets while waiting for the drive to be tarmacked to allow for a portable toilet block to be delivered. Piling would start in the next week.

**Car Rally Car Parking** – A recreation ground committee member enquired if the field would still be available for use for the car rally, as the compound was in place. It was advised that it may be possible but was not certain.

**Footpath Across the Council Field** – A member of the public suggested that the footpath could be removed. Its original purpose to allow the children to walk safely to the school had since gone with the closure of the school at its end. tgdesignerhomes advised that Kent County Council were averse to closing footpaths and that the path was walked by ramblers twice a year to prevent its closure. It was also suggested that the new footpath warden Paul Riley should be invited to attend a meeting. It was noted that Mr Riley had, from the beginning, advised that he would not be able to attend meetings. The clerk had seen that comments had been made by the warden on footpaths in the parish on planning applications.

**Fourwents Crossroads** – Following query of a flashing light for the junction, it was advised that the detailed route survey results which included the crossroads may reveal if any further measures were needed. It was pointed out that the crossroads had in the last few years benefitted from several improvements from the highways budget.

**Village Car Park Boundaries** – It was confirmed that an early minute in the last two months had referred to the village car park and not the proposed one in Court Lodge.

**Residential Enabling Car Park** – The Borough Planners had found an early map that showed a mound in the vicinity of where the houses would be built. Following communications between the planning officer and Savills working on behalf of the Crown Estate trenching would now be carried out to verify if any history needed to be protected.

**Magpie Drive Boundary with Properties on the Street** – There was a question regarding the fencing between the properties and Magpie Farm. The contact details of tgdesignerhomes were distributed so that any issues could be discussed directly between them.

#### **The meeting was reconvened at 20.05 hrs.**

- 4. Matters arising from the previous ordinary meeting** (not already covered under another item and not for decision at this meeting) None.

**5. Finances**

I) Bank Accounts – to be reported at the next meeting.

II) Income received:

£ 64.84 Public donations from the toilets

III) Cheques raised since the last meeting:

£ 866.23 January salaries

£ 98.11 Business Stream: Fresh water to public toilets June 17 to December 17

IV) It was resolved to agree to draw the following:

£ 3,780.00 Dawson and Associates Valuation of council field (vat refund £630.00)

£ 48.61 Kent County Council Commercial Services: toilet requisites, first aid kit, eye wash, accident record and box of paper (Vat £8.10)

£ 84.90 M Philo Admin Costs: Room £30.00, Car £54.90

£ 90.00 Village Hall: room hire October 2017 to March 2018 inclusive

V) **It was resolved to amend financial regulation Contracts 11.1 h. to:** When it is to enter into a contract of less than £25,000 in value for the supply of goods or materials or the execution of works or specialist services as are excepted as set out in paragraph(a) the Clerk or RFO shall obtain 3

quotations (priced descriptions of the proposed supply): where the value is below £3,000 and above **£500** the Clerk or RFO shall strive to obtain 3 estimates. Otherwise 10.3 above shall apply. Proposed by Cllr. Jenkins and seconded by Cllr. Winter.

- 6. Planning** Town and Country Planning Acts 1990 sch1/2010
- I) Ashford Borough Decisions Advised:
- a) 17/00906/AS Magpie Farm, The Street – Variation of condition 2 to amend the approved plans of planning application 16/01328/AS for the demolition of existing dwelling, workshop and buildings. Erection of five detached dwellings together with associated parking garaging, access and landscaping – Permitted
  - b) 17/01523/AS 10 Court Lodge Road – Erection of a boundary wall and a traditional style two-bay garage with hipped ends. Alterations to drive and boundary treatments – Permitted with conditions.
  - c) 17/01739/AS 10 Court Lodge Road – Demolition and removal of the existing brick and concrete bridge and erection of replacement structure supported on bored concrete piles and adjustment to bridge levels- Permitted.
- II) New applications for A.P.C. to consider and vote on: None.
- 7. Training.**
- Local Council Advisory Service Seminar – Cllr. Hennig reported that it had been a very instructive seminar and the toilets risk assessments would be reviewed.
- Planning Training – Upon checking the planning training offered last month were introductory. The one-day annual review of all planning aspects seminar had been published and the Clerk had booked one place.
- 8. Event: Battle's over**
- The meeting was closed at 20.20hrs for general discussion of the issue. A working party would be formed under the auspices of the parish council with the first meeting to be held within a few weeks to allow the event to be publicised at the Annual Parish Meeting in April. The council would be prepared to provide insurance cover for the proposed event on the recreation ground. The meeting was reconvened at 20.30hrs.
- 9. Highways and Byways**
- I) A notice had been placed on all the noticeboards about the various roadworks around the parish over the next few weeks: patching and lines on the Woodchurch Road; patching on the Kenardington Road. Around the 19<sup>th</sup> February the final repairs to the curb stones and other works in the area around Old Way would be carried out.
- II) **Route Study** - As previously mentioned the results were expected soon following a delay in their production.
- III) **K6 Telephone Box** – Cllr. Hennig had met with a local builder and decorator to obtain advice and a quote to repaint and reorganise the interior of the box. The builder had offered his labour costs for free in exchange for a mention in the magazine and a plaque in the kiosk.
- 10. Public Conveniences**
- As a result of the seminar given by the Local Council Advisory Service, a review of the paperwork regarding the toilets would be under taken.
- 11. Recreation Ground Report**
- The last meeting had been cancelled as a result of there being no heating in the sports pavilion. It was suspected that the recently filled oil tank had been drained by thieves.

**12. Village Hall Report**

The trust document had been updated. The decision had been taken to ban smoking and vaping. Wi-fi was now available in the hall to increase interest in hiring the hall. The heating was now working well. The hall had passed its safety inspection. The committee was aiming to hold an event each month. The next two events were a Taste of Italy and the satirical musical Ministry of Biscuits.

**13. Information for Councillors**

**Annual Parish Meeting:** Monday 23<sup>rd</sup> April was set.

**Public toilets waste water supply:** South East Water waste water service provider for the public toilets was moving this service to another member of its group: Water Choice.

**Electricity Supply for Public toilets** – The service provider laser had still not sorted out the payments. The clerk asked for assistance from the County Councillor.

**Code of Conduct:** Following a comment by the internal auditor, the clerk had looked into the code for Appledore. The code was the NALC model code. As it did not include definitions for the Nolan Principles it had not needed to be up dated with the various changes to the definitions since 2012. The clerk would forward the latest ones to cllrs.

**General Data Protection Regulations:** The update to the regulations of 1998 would come into effect on the 25<sup>th</sup> April 2018. Cllrs were reminded that they should be keeping as little paperwork as possible and that they should be protecting their access to their council emails with passwords. Any hard disk storage of council information should also be password protected.

**14. Date of Next Meeting**

5th March 2018 in the village hall.

**15. Pursuant to section 1) of the Public Bodies (Admissions Act) 1960, to agree that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during the consideration of:**

I) Valuation for the council field - LGA1972 sch12A part1 3

**It was resolved to accept the valuation.** Proposed by Cllr. Wilkinson and seconded by Cllr. Jenkins.

II) Parish facilities - LGA1972 sch12A part1 3

A valuation had been received and a decision was deferred till further information was obtained.