

SHADOXHURST PARISH COUNCIL

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MINUTES 391

Minutes of the Ordinary Parish Council Meeting held in The Village Hall on Wednesday 18 November 2015 at 7.30 pm

PRESENT: Mr W Hollands (Chair), Mrs S Ellis, Mr K Carroll and Mr D Ledger
Mr R Buss, following co-option

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLORS: Mrs A Hicks

COUNTY COUNCILLOR: Mr M Angell

MEMBERS OF THE PUBLIC: There were 2 Members of the Public present for part of the meeting.

1. APOLOGIES FOR ABSENCE

An Apology for Absence was received from Mrs J Kozlowski and Borough Councillor Bradford.

**2. DECLARATIONS OF INTEREST
Declarations of Pecuniary Interest**

There were no Declarations of Pecuniary Interest.

Declarations of Significant Interest

There were no Declarations of Significant Interest.

i) Updating of Declarations of Interest for the Code of Conduct

Councillors are reminded that they should update their Declarations of Interest with the Monitoring Officer if necessary.

3. CO-OPTION OF PARISH COUNCILLOR

Mr Hollands proposed Mr Ronald Buss for the vacant position of Parish Councillor, seconded by Mr Carroll. Unanimous

Mr Buss signed his Declaration of Acceptance of Office and took a DPI form to fill in and return to ABC within 28 days.

4. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING

Minutes 390 of the previous meeting were accepted and it was unanimously agreed that Mr Hollands should sign them.

Proposed Mr Carroll

Seconded Mr Ledger

5. BOROUGH COUNCILLORS REPORT

Mrs Hicks reported that she had attended an inspection of the River Stour which was very interesting. Southern Water won't need to expand their works until 2025. The group also visited the flood barrier at Aldington and were told that it takes a week to release the water slowly after the area has been flooded.

A Town and Country Planning meeting which Mrs Hicks attended looked at different builds and different ideas on strategic planning.

Due to Government changes regarding benefits and the fact that rents have had to be frozen, and have to be reduced, ABC is going to lose £10 million over the next 4 years and as a result property maintenance will be carried out every 7 years instead of every 5.

Ashford Borough Council hope the Local Plan will be approved at their meeting in May 2016.

Mrs Hicks is attending a conference in London which will be discussing Gypsies and Travellers.

The Chief Executive of ABC has resigned.

6. COUNTY COUNCILLORS REPORT

Mr Angell reported that KCC is to become a Strategic Commissioning Authority. Both outside companies and in house organisations will be invited to bid for contracts, by going through the commissioning process.

KCC is still looking to save £80 million pounds and is currently waiting for the figures from Central Government, due out on 25 November, so that members can start to consider KCC's financial position.

There is nothing to report about the Duck Lane site at the moment.

7. PUBLIC INTERVAL

The Members of the Public present did not have any questions or comments.

8. MATTERS FOR REPORT ARISING FROM THE PREVIOUS MINUTES

There were no Matters Arising not covered on the agenda.

9. CHAIRMAN'S REPORT

The Chairman had nothing to report that was not covered on the agenda.

10. SHADOXHURST WEBSITE

Councillors agreed to Mr Stanley adding a seasonal message to the website.

**11. VILLAGE HALL, PAVILION, RECREATION FIELD AND VILLAGE GREEN
General Issues relating to the Village Hall**

Mr Hollands reported that the radiator cover which was ripped off of the wall has been Replaced and the pull flush in the Gents Urinal has been repaired.

The taps in the Ladies toilet have been reported to the Plumber.

The Clerk will ask the Cleaner not to wash the floor first thing in the morning, as it is dangerous for the children when they arrive at the nursery. She will also ask him not to leave the Hoover in the open cupboard, but to lock it away in the Parish Council cupboard.

The new kitchen windows have been ordered and will be fitted on a Tuesday when the nursery is closed.

The fire extinguishers are due to be checked and Mr Hollands will liaise with the engineer.

Old Toys/Clutter behind the Village Hall

The Clerk will write to Future Scholars and ask them to clear all the old toys and clutter from behind the hall within 2 weeks. If the area is not cleared, Mr Hollands will remove everything and take it to the tip as he has a waste carriers licence. The fee for the disposal will be passed onto Future Scholars.

Provision of Crockery for the Village Hall

Defer to next meeting.

Inspection of Village Hall following Hiring

Mr Hollands in December and January.

General Issues relating to the Pavilion

Nothing to report.

Field/Car Park/Play Area/Village Sign

Nothing to report.

Request for Community Exercise Equipment

Nothing to report.

Correspondence received following letter sent regarding rent increase

One letter was received asking for an increase of 50p, rather than £1, but councillors agreed that it would not be possible to set different rates for different hirers.

12. CORRESPONDENCE, FINANCE AND OTHER COUNCIL BUSINESS

EDF

The Local Government Boundary Commission for England – Electoral Review of Kent:

Further Limited Consultation for Sevenoaks

ABC Parish and Urban Forum 28.10.15

Open Space

St Peter and St Pauls' Church

English Rural Housing Annual Report

Clerk and Councils Direct

Kent Voice

EMAIL CORRESPONDENCE – Forwarded to all councillors with email

Mrs Moir.

Long term Deposit account

Opening Balance	460.00	Balance per Current Account	510.00
Add Transfer ex Treasurers Account	<u>50.00</u>		
	510.00		

Bank Reconciliation – Treasurers Account

Opening Balance	23850.89	Balance per Treasurers Account	27436.74
Add Receipts	<u>20727.09</u>	Plus Uncleared Receipts	<u>67.50</u>
	44577.98		27504.24
Less Payments	<u>17886.74</u>	Less Uncleared Payments	<u>63.00</u>
	26691.24		27441.24
		Plus Uncleared Deposit Received	<u>300.00</u>
			27741.24
		Less Uncleared Deposit Refunds	<u>1050.00</u>
			26691.24
Less Earmarked Funds	<u>4731.31</u>	Less Earmarked Funds	<u>4731.31</u>
AVAILABLE FUNDS	21959.93	AVAILABLE FUNDS	21959.93

Accounts to be paid

PAYEE	DETAILS	CHQ NO	NET	VAT	GROSS
Mrs J Batt	Salary Expenses General Admin	799	434.78 12.87 16.08		463.73
Mr D Harris	Village Hall Cleaning Litter Picking	791	150.00 50.00		200.00
Hirers of Hall x 5	Deposit Refund	801/5	750.00		750.00
The Play Inspection Co	Annual Inspection	806	59.95	11.99	71.94
Solid Style	Repairs to V Hall	807	92.17		92.17
D R Thompson	Hedge Cutting	808	60.00	12.00	72.00

Councillors unanimously agreed to pay the above accounts and agreed with the amended Direct Debit Payments taken on 17 of each month.

EDF - £427 – Village Hall and EDF - £21.00 – Pavilion

Proposed Mr Hollands Seconded Mrs Ellis

Earmarked Funds

	Balance 13.05.15	+/- October	Balance 14.10.15
Recreation Facilities	2500.00		2500.00
Bulb and Tree Planting + Planters	250.00		
Bulbs for Planters in Car Park		-63.00	187.00
Recycling	2044.31		2044.31
TOTAL	4794.31	-63.00	4731.31

Interim Internal Audit

The Clerk reported that Mr Funnell had carried out the Interim Audit and there were no Matters Arising.

Budget and Setting of Precept for 2016-2017

Councillors were given a copy of the Summary Receipts and Payments and asked to consider items to be included in the budget, which will be discussed at the next meeting.

Insurance

The Council has a Long Term Agreement with AVIVA until February 2017.

Newsletter

The next edition is due to be published shortly.

Risk Assessment

A list of minor repairs will be produced and passed to Mr Hollands.

The following items need attention following the Risk Inspection by Councillors:-

Rubbish accumulating around Air Ambulance Recycling Bin – **No action**

Fly tipping by residents of bungalows in Molloy Road onto the Recreation Ground – **No action**

Small goal posts and surrounding area need repairing – **Monitor**

Drain cover on southern side near the pavilion needs the concrete repairing – **Monitor**

Drain cover behind the seat needs the ground raised – **Minor Repairs List**

Large holes in the grass on the Recreation Field and potholes in the parking area – **Scouts**

Another litter bin needed in the car park – **Budget for summer**

The seats will need repainting next year – **Budget for summer**

Small gate needs repainting – **Budget for summer**

Pavilion gates need repainting – **Budget for summer**

Bollard outside of Scout Hut needs repairing - **Scouts**

Dog bin by Pavilion needs replacing – **Dog Warden**

Parallel Bars need repainting and protecting – **Budget for summer**

Basket ball posts need repainting – **Budget for summer**

Concrete base needs cracks filled in – **Budget for summer**

Farley Close Bus Shelter needs repainting and Perspex needs replacing – **ABC**

Vegetation around Woodchurch Road Bus Shelter needs attention – **Part of garage development**

The following item need attention following the Annual Inspection by the play inspection company.**YOUTH SHELTER**

Remove graffiti – **Budget for summer**

LITTER BINS

A number of fixing(s) have worked loose - Secure all loose fixings – **Minor Repairs List**

The end cap is missing - Replace the end cap – **Minor Repairs List**

GENERAL

The grass mats are silted up and the soil is compacted; this may have an effect on the impact absorbing properties of the surface - Lift and relay mats or test impact absorbing properties to ensure the correct surface qualities are maintained for the equipment – **Repair in spring**

The surface is worn around the site - Reinstate surface levels as required – **Repair in spring**

BASKET BALL COURT

The basketball net is missing - **Replace the basketball net – There has never been a net in place**
 The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting – Treat any rusting components and repaint – **Treat in spring**

SLIDE

There is/are bolt cap covers missing or damaged on the item - **Replace missing or damaged bolt cap covers – Minor Repairs List**

PARALLEL BARS

There is some strimmer damage apparent on the posts, this can penetrate the preservative applied to the timber and accelerate the rotting process - Monitor for any deterioration (rot) and replace as required – **Assess in spring**

There is some evidence of rot in the timber - Monitor for any further deterioration and replace as required – **Assess in spring**

PULL UP STATION

There is some strimmer damage apparent on the posts, this can penetrate the preservative applied to the timber and accelerate the rotting process - Monitor for any deterioration (rot) and replace as required – **Assess in spring**

There is/are finger entrapment/s in the frame and the item fails to meet the requirements of BS EN 1176:2008 Part 1 4.2.7.6 Entrapment of fingers - Provide a insert to remove entrapment – **Minor Repairs List**

There is some evidence of rot in the timber - Monitor for any further deterioration and replace as required – **Assess in spring**

MONKEY BARS

There is some strimmer damage apparent on the posts, this can penetrate the preservative applied to the timber and accelerate the rotting process - Monitor for any deterioration (rot) and replace as required – **Assess in spring**

Parts of the timber are rough or splintered - Remove all rough or sharp edges – **Minor Repairs List**

There is some evidence of rot in the timber - Monitor for any further deterioration and replace as required – **Assess in spring**

A number of fixing(s) have worked loose on the platforms - Secure all loose fixings – **Minor Repairs List**

MULTI PLAY

There is/are missing fixing/s on the item - Replace all missing fixings – **Minor Repairs List**

A number of fixing(s) have worked loose on the steps bracket - Secure all loose fixings – **Minor Repairs List**

There is damage to the play panel - Replace the damaged areas – **Minor repairs List**

SPRING SEE SAW

Remove graffiti - **Budget for summer**

ACTIVITY TRAIL

There is some strimmer damage apparent on the posts, this can penetrate the preservative applied to the timber and accelerate the rotting process - Monitor for any deterioration (rot) and replace as required The timber has a number of air cracks apparent, the splits will have penetrated the preservative applied to the timber and allow water ingress to the unprotected areas - Monitor for any deterioration (rot) and replace as Required – **Assess in spring**

There are areas or parts of the timber on the structure that have rotted - Replace all affected Timbers – **Assess in spring**

There is some chain wear - Monitor for any further deterioration and replace when 40% worn – **Minor Repairs List**

SPRING HORSE

The paintwork on the spring has been damaged or worn exposing the metal underneath which is rusting - Treat any rusting components and repaint – **Treat in spring**

SWINGS

There are gaps opening between the surfacing and the edging surround or between the joints in the surfacing – Monitor for any further deterioration and repair as required – **Minor Repairs List**

There are trip hazards at the edges of the surface - Reinstate surrounding surface levels to remove the trip points – **Minor Repairs List**

The connecting links are in excess of 8.6mm and less than 12mm and fail the requirements of BS EN 1176: 2008 Part 1; clause 4.2.13, Chains - Monitor use and replace with compliant connectors at the next maintenance cycle – **Minor Repairs List**

The chain links are worn in excess of 40% and require renewing - Replace worn chains

The seat has minor damage or wear - Monitor for any further deterioration and replace as required – **Minor Repairs List**

The Clerk was asked to order an inspection for 2016 from the play area inspection co.

Crime and Disorder

An email received from PCSO Gary Carr informed councillors that in the past month a theft from a garden was reported in Shadoxhurst.

Defibrillators

Nothing to report.

KALC

Nothing to report.

13. PLANNING

Please see attached list.

14. OUTSIDE REPORTS**Tree Warden**

Nothing to report.

Footpath Warden

Mr Hollands has given Mr Green a copy of the map showing all the footpaths in the parish.

15. VILLAGE RESPONSIBILITIES**Items to be reported to the KHS/PROW**

Councillors did not ask the Clerk to report any items to KHS/PROW

Cars parked on verges/pavements along Woodchurch Road

This problem is being exacerbated by the development taking place on the garage site and will hopefully improve when it is completed.

16. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

Mr Ledger will complete the Highways Survey on behalf of the Parish Council.

The Clerk will ask Mrs Wolfe Murray to add all councillors to the circulation list for emails regarding Chilmington Green.

The next meeting will be held on 9 December 2015.

There being no other business the meeting closed at 9.15 pm.

Signed..... Dated
Mr W Hollands, Chairman

SHADOXHURST PARISH COUNCIL

RECORD OF PLANNING APPLICATIONS

2015

NOVEMBER 2015

15/01379/AS Nichols House, The Street, Shadoxhurst, Ashford, Kent TN26 1LU

15/01385/AS 1. Proposed Single Storey Rear Extension

2. Listed Building Consent for same

Parish Council: Support