



Shadoxhurst Parish Council

Protecting the Woodland Gateway to the Countryside

SHADOXHURST PARISH COUNCIL

MINUTES 487

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING WEDNESDAY 19th JUNE 2024 COMMENCING AT 6.30PM

PRESENT:	Cllr E Yeomans (Chair), Cllr D Ledger (Vice Chair), Cllr M Richmond Coggan, Cllr D Williams, Cllr S Matterezzo & Cllr D Juniper
PARISH CLERK:	Ms C Laming
IN ATTENDANCE:	County Cllr David Robey, Borough Cllr A Hicks & Borough Cllr D Ledger

1. APOLOGIES FOR ABSENCE

There was one apology for absence from Cllr V Brisley.

Proposed Cllr E Yeomans

Seconded Cllr D Ledger

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 486 of the *Annual* Parish Council Meeting held on Wednesday 8th May 2024 were accepted and it was unanimously agreed that Chair E Yeomans should sign them.

Proposed Cllr S Matterezzo

Seconded Cllr D Juniper

4. REPORTS FROM BOROUGH COUNCILLORS & COUNTY COUNCILLORS

BOROUGH COUNCILLOR'S REPORTS – See Appendix A

COUNTY COUNCILLOR'S REPORT - See Appendix B

5. PUBLIC INTERVAL (18.47-18.48)

There was one member of the public present.

It is with greatest sadness to report that one of our Former Parish Councillors and a much-loved resident of Shadoxhurst, John Hayward, passed away on June 12th 2024, at home with his family. John served as Parish Councillor from September 2019 through to March 2021. During this time, he contributed so much of his expertise and knowledge to the many areas of council life. Our condolences are with his wife, Lis and to the rest of his family.

6. CHAIR'S UPDATE

Chair E Yeomans reported that there had been a slight delay on the Community Ownership Fund application due to the general election. There has also been no decision made on the Village Hall Extension application which is still with the Pre-Planning department. A thank you to the Hall Working Group, in particular, Hannah Collison and Cllr D Williams for their hard work.

It was agreed that the Parish Council will pay for the printing costs for the up-and-coming Midsummer Festival. A big thank you to all the organisers and volunteers for what will be a fantastic weekend. Chair E Yeomans also reported that an appeal had been lodged for the Stubbs Cross WWTW. Kingsnorth Parish Council have reached out to organise a joint PC meeting. The 2041 Local Plan will be shared on social media pages to generate more interest in the up-and-coming consultation.

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
June 2024

		net	vat	gross	total	Account	Date PAID	Proposed	Seconded
Clerk's Salary	June Salary	884.00		884.00	884.00	SPC	20-Jun	EY	DJ
Clerk's Expenses	Fuel, Home Office	28.12		28.12	28.12	SPC	20-Jun	EY	DJ
Clerk's Expense	ABC Garden Waste	60.00		60.00	60.00	SPC	20-Jun	EY	DJ
Clerk's Expense	ECO GREEN - Dog Waste Bags	69.00	13.80	82.80	82.80	SPC	20-Jun	EY	DJ
Caretaker's Salary	June Salary	150.00		150.00	150.00	SPC	25-Jun	EY	DJ
Castle Water	Waste Water	22.93		22.93	22.93	H&P	20-Jun	EY	DJ
Spick n Span	Window Cleaning - June	12.00		12.00	12.00	H&P	20-Jun	EY	DJ
Councilor's Expenses - MRC	Ionos Web Hosting June-July	7.00	1.40	8.40	8.40	SPC	20-Jun	EY	DJ
Councilor's Expenses - DW	ProMap	26.05	5.21	31.26	31.26	SPC	20-Jun	EY	DJ
E K Fire	Annual Inspection	156.45	31.29	187.74	187.74	H&P	20-Jun	EY	DJ
Cleaner - KJ	May 2024	60.00		60.00	60.00	H&P	PAID 28/05	CL	EY
Cleaner - KK	May 2024	84.00		84.00	84.00	H&P	PAID 06/06	CL	EY
		1559.55	51.70	1611.25	1611.25				

Proposed Cllr E Yeomans

Seconded Cllr D Juniper

Section 106

Chair E Yeomans reported that the latest application for Section 106 monies were declined.

Annual Reviews

1. ANNUAL REVIEW AND ADOPTION OF STANDING ORDERS AND FINANCIAL REGULATIONS: **Finance & Policy Group**

It was agreed that the Clerk will contact KALC for the latest Standing Orders and Financial Regulations. The Councillors will then have the opportunity to discuss at the next Parish Meeting with any modifications and suggestions.

2. REVIEW OF LAND AND ASSETS BELONGING TO THE COUNCIL: **Finance & Policy Group**

Councillors will review the land and assets belonging to the Council and come back to a future Parish Meeting with any modifications and suggestions.

3. CONFIRMATION OF INSURANCE ARRANGEMENTS IN RESPECT OF ALL INSURABLE RISKS: **Finance & Policy Group**

The Council has renewed their insurance with Hiscox Insurance Company Limited for the period from the 26th February 2024 to the 25th February 2025.
The Council does not self-insure any assets.

4. REVIEW OF SUBSCRIPTIONS: **Village Hall and Recreation Field Groups**

Councillors will review the subscriptions and come back to a future Parish Meeting with any modifications and suggestions.

5. REVIEW OF COMPLAINTS PROCEDURE: **Administration Group**

It was agreed that the Clerk will circulate the Complaints Procedure. The Councillors will then have the opportunity to come back to a future Parish Meeting with any modifications and suggestions.

6. REVIEW OF THE COUNCIL'S POLICIES AND PRACTICES IN RESPECT OF ITS OBLIGATIONS AND UNDER THE FREEDOM OF INFORMATION AND DATA PROTECTION LEGISLATION: **Administration Group**

Councillors will review the Policies and Practices and come back to a future Parish Meeting with any modifications and suggestions.

7. REVIEW OF THE COUNCIL'S POLICY FOR DEALING WITH THE PRESS/MEDIA: **Website Group**

Councillors will review the Policies for dealing with the Press and the Media and come back to a future Parish Meeting with any modifications and suggestions.

8. REVIEW OF THE COUNCIL'S EMPLOYMENT POLICIES/PROCEDURES: **Administration Group**

It was agreed that the Clerk will update the Council's Employment Policies and Procedures. The Councillors will then have the opportunity to and come back to a future Parish Meeting with any modifications and suggestions.

9. **VILLAGE HALL**

Village Hall Working Party Update

During Chair E Yeoman's Report, it was said that there had been a slight delay on the Community Ownership Fund application due to the general election. There has also been no decision made on the Village Hall Extension application which is still with the Pre-Planning department

Repairs Update

It was reported that the ceiling repair has been completed.

Risk Assessment

Chair Emma Yeomans will email over the latest Risk Assessment to the Parish Clerk.

10. **PAVILION & PLAYING FIELD**

Community & Sports Hall Project

Nothing to Report.

Table Tennis Tables

The Clerk will aim to receive 3 quotes by the next meeting.

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

12. **CONSERVATION & HERITAGE**

Millennium Corner

Nothing to Report.

13. **ADVISORY GROUPS**

Nothing to Report.

14. **HIGHWAYS**

Byway abuse by the off roaders

Nothing to Report.

Speed Watch

Nothing to Report.

Highway Improvement Plan

Nothing to Report.

Items to be reported to KHS/PROW

Nothing to Report.

15. MIDSUMMER FESTIVAL

Several volunteers were still needed for the Shadoxhurst Midsummer Festival 20th-23rd June 2024. Cllr S Mattarezzo offered to help on the Friday evening. A huge thank you to Hannah Collison and everyone else that has been involved in making this weekend possible.

16. ITEMS FOR INCLUSION ON THE NEXT AGENDA

17. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

There being no other business, the meeting closed at 7.43pm

Date of next meeting:

10th July 2024 at Shadoxhurst Pavilion at 6pm.

Signed
Chair

Dated

27th June 2024
Parish Clerk

APPENDIX A

Borough Councillor's Report June 2024

Following Noel Ovenden being re-elected as Leader and the administration settling into another year, there have been some changes to committee chairs and vice chairs. I am now on five different committees, although some I meet occasionally when needed. I am now Vice Chair of Overview and Scrutiny (O&S) and the Local Plan and Planning Policy Task Group. Both meet monthly and are very important fora for ABC. I am still on the Planning Committee which also meets monthly. O&S recently hosted a meeting where the new Waste Contractor and key ABC staff gave updates into the issues with the roll out of the contract. It is fair to say that there have been some issues in some parts of the borough, plugging one gap where another then might appear. There has been a three-month bedding in period but from the 24th June, there could be financial penalties for Suez if there are contract failures. Officers involved are now confident that the worst is past, and things are quickly settling down. Some people may have noticed garden waste collections have sometimes been delayed, but this was the part of the contract where, in order to remove the potentially hazardous food and general waste if delayed, efforts were made to safeguard the latter at the expense of diverting resources from the garden waste collection. There were also issues with the reporting mechanisms, this too has been fixed. Separating the thought that "my bin was missed", in fact translated into actually, they hadn't yet got to the bin, and this confused all of us!

David Ledger 19th June 2024

APPENDIX B

County Councillor's Report June 2024

As far as KCC is concerned, the main issue remains money, and we are working to ensure that we stay afloat with balanced budgets going forward, which I believe that we will.

On Highways, we have a bit more money for potholes, and I am lobbying for more money for road maintenance generally. The project on how we manage roadworks has come up with some recommendations, but I will talk to you about these at your next meeting.

County Councillor David Robey

APPENDIX C - PLANNING APPLICATIONS

SHADOXHURST PARISH COUNCIL RECORD OF PLANNING APPLICATIONS MAY - JUNE 2024

There were no new planning applications.

Decision Notices/Updates received from Ashford Borough Council

Application Reference

PA/2024/0727

Site Address - The Park, Hamstreet Road, Shadoxhurst, TN26 1NL

Proposal - Erection of a replacement dwelling

Date Valid 12/4/2024

Application Status Under Consultation

Consultation Deadline 14/05/24

Application Reference

PA/2024/0401

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

Proposal - Change of use of land from agricultural to residential and erection of detached garage.

Date Valid 11/4/2024

Application Status Under Consultation

Consultation Deadline 15/05/24

Application Reference

NOT/2024/0700

Site Address - Woodgate House, The Street, Shadoxhurst, TN26 1LU

Proposal - T1 - Cherry - Leaning tree - to install a rustic chestnut prop to aid support of the tree at an appropriate point on the southern stem. Reduce back the southern limb by approximately 2-3 metres, cutting to appropriate branch axils.

Date Valid 09/4/2024

Decision Made No Objection

Application Reference

PA/2024/0313 ** Amended Location Plan New Consultation Deadline 14/05/24**

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

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

Decision Made Withdrawn

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

Decision Made Approved with Conditions

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

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

APPENDIX D – Account Balances

FINANCIAL YEAR 2024-2025

SHADOXHURST PARISH COUNCIL

FINANCE - MAY 2024

Treasurers Account (0339)

	Balance 01/05/2024	Receipts	Payments
Opening Balance	50930.66		
Plus Receipts	4889.48		
VAT Refund		4724.48	
Ashford Borough Council - Hall Hire		165.00	
Less Payments	-22178.88		
Plus Net			-21.60
IT Outcomes			-18.36
Caretaker's Expenses B&Q			-49.73
ABC /Aspire - Tree Removal			-210.72
Clerk's Expenses - Printer			-60.79
Transfer to Forum - VAT			-165.32
Transfer to Savings - Lottery Grant			-20000.00
C.Tearle - Internal Auditor			-100.00
Councillor's Exp - Website Hosting			-8.40
Clerk's Expenses			-29.96
Clerk's Salary			-884.00
Caretaker's Salary			-150.00
Ashford Borough Council - planning Fee			-480.00
Balance 31st May 2024	33641.26		

SHADOXHURST PARISH COUNCIL

FINANCE - MAY 2024

Hall & Pavilion Account (0326)

	Balance 01/05/2024	Receipts	Payments
Opening Balance	2766.02		
Plus Receipts	703.00		
Hall Hire/Deposit - GJ		98.00	
Hall Hire/Deposit - AL		105.00	
Ashford Borough Council - Members Grant		500.00	
Less Payments	-680.54		
EDF (Pavilion)			-74.00
EDF (Hall)			-348.00
Cleaner - KK			-85.50
Business Stream - Waste Water			-27.22
Window Cleaner			-12.00
Castle Water			-13.09
Castle Water			-10.73
Deposit Return - AL			-50.00
Cleaner - KJ			-60.00
Balance 31st May 2024	2788.48		

Forum & Fete Account (0342)

Balance 1st May 2024	10,030.65
VAT Refund	165.32
Dance Night	293.80
H.Collison - Ping Pong Subs	250.00
Balance 31st May 2024	10739.77

SPC Savings Account

Balance 1st May 2024	20,194.78
Lottery Money	20,000.00
Balance 31st May 2024	40,194.78

Tennis Grant - H&P Account

Balance 1st May 2024	263.80
Balance 31st May 2024	263.80
Excluding Land Trust	1133.78
H&P Balance	1654.70

APPENDIX E

External Liaison Group Report for 19th June 2024 SPC Meeting

Utilities Advisory Group – both the WwTW and Possingham Farm are now the subject of appeals to the Planning Inspectorate, so SPC need to review any other evidence that we can present.

KALC Joint Parishes Planning Committee – There was a good online meeting recently. I am doing some notes, although these are delayed due to the work on the festival. Also, we will be reviewing the 2020 Discussion Document on Defining Boundaries etc which is still very pertinent as the Local Plan evolves.

KALC – the next meeting is 31st July. The May meeting minutes have been circulated. The New Chair is Peter Barker one of the Great Chart and Singleton Parish Members.

Village Forum –The Forum met as usual this month and were updated with details of the Festival progress. With the Festival just a day away, I must propose a huge vote of thanks for the vast amount of work put into the planning and preparation by Hannah, but also pay tribute to the fantastic Art Show put together by Kerry, which is simply stunning, and is a must see. Matt too has been beaver away backstage planning the two Performance Showcases. A fantastic team. Whilst we do need a few more helpers for the events, there is already a large number of villagers who have stepped forward to put their art forward, helping with the Have a Go event and performing on Sunday, not to mention, opening their gardens and creating scarecrows. We need to thank the venues who came forward to host events, particularly Martin and Mary for their hard work and generosity at Green Farm, Mike Bax at Moat Farm as well as those involved with the two churches. It already blows me away, and it hasn't happened yet. Please come along and enjoy the Festival weekend. We mustn't forget the Car Boot Fair is coming up soon too on the 7th July.

Chilmington Green – Appeals as above.

Newsletter – the closing date for the August / September edition is the 12th July.