



**5<sup>th</sup> December 2022**  
**Minutes of the Meeting**  
**7.30 pm Village Hall**

**Present**

Roger Hiskey (Chairman), Gary Kinsley, Chester Lusk, Paula Thornton, Charles Wilkinson and Derek Winter.

In attendance: District Councillor Mick Burgess.

Members of the Public: 5

**1. Formalities**

**I) Quorum**

The council was quorate.

**II) Apologies**

Councillor Davis and County Councillor Hill

(LGA 1972 schedule 12, 12)

**III) Declarations of Interest and Dispensations**

Councillor Wilkinson had an 'other significant interest' on the planning application for Quillets Oast.

(Code of Conduct)

**2. Approval of Draft Minutes**

**It was resolved to agree the minutes of the meetings held on 7<sup>th</sup> November 2022 as a true record.**

Proposed by Councillor Wilkinson and seconded Councillor Lusk. (LGA Act 1972 schedule 12, 19.1)

**Adjournment of Meeting for Reports and Public Questions**

**Report from Borough Councillor Mick Burgess**

Borough Council communication issues are slowly improving. A new History Museum has opened in Ashford High Street looking at the work of conservation. It had received funding from the UK Rural Share Prosperity Fund and will be using this to help rural communities with community grants, visitor grants, food & beverage grants and energy efficiency grants for off grid areas and further electric vehicle charging points. Social Enterprises Kent is offering help with living costs for those in need. Christmas rubbish collection dates are currently being published.

A resident asked if the new planning website will have an alert system for applications by area. This is not available yet.

**Public Questions 7.40pm**

**Appledore Local History Society**

The group asked the parish council to consider their request for funding for a new building to house the society's artefacts and exhibitions on the recreation ground between the sports pavilion and the toilets.

## Funding Requests

A resident was concerned that all funding requests to the parish council should follow the same procedure including full financial disclosure, no matter the body making the request.

### PA/2022/2625 The Old Bakery

This is still undetermined.

## The meeting reconvened at 7.50 pm

### 3. Planning

(Town and Country Planning Acts 1990 schedule 1/2010)

#### 3.1 Planning Decisions by Ashford Borough Council

I) 22/01098/AS Blackmore Farm, Station Road: Erection of a 5-no. bed dwelling house and garage. Approved with conditions.

II) 22/00956/AS 1 Maple place: Certificate of lawful use or development: Proposed installation of satellite dish on chimney. Would be lawful.

III) 22/00960/AS The Old Surgery, The Surgery, the Street: Proposed two storey extension with the installation of solar panels on the south elevation, and a single-storey front extension. Approved with conditions.

IV) 22/00819/AS Akers Cottage, 72 The Street: proposed front extension to provide a porch and alterations to external appearance including replacement fenestrations. Approved.

V) 22/00385/AS The Gate House, Appledore Station: Proposed single storey side and rear extension. Granted.

VI) PA/2022/2175 Oak Tree Cottage, School Road: Retrospective erection of an incidental outbuilding and proposed alterations to external appearance. Approved

#### 3.2 Planning Applications Considered

I) PA/2022/2751 3 Maple Place, Court Lodge Road: Installation of 6 x solar panels. **It was resolved to support.** Proposed by Councillor Winter and Councillor Kinsley.

II) NOT/2022/2899 Land North of Bailey's Place, Heath Road: Reserved matters application pursuant to planning permission 19/00816/AS to consider access, appearance, landscaping, layout and scale. **It was resolved to support.** Proposed by Councillor Winter and Councillor Thornton.

III) PA/2022/2695 Quillets Oast, Court Lodge Road: New dwelling with separate 3 bay garage. **It was resolved to make the following representation/comment: Appledore Parish Council is not able to make any comment as there is not enough information available online to be clear e.g., no site block plan**

#### 4. Residential Enabling Car Park

The £2,500 fee for the Traffic Regulation Order for the public consultation on the 15<sup>th</sup> December regarding yellow lines on Court Lodge Road, has been paid by the contractor and they have advised that the new signs for the car park itself are scheduled to be installed before Christmas subject to contractors lead time.

There is no agreement on the transfer document and our solicitor is awaiting further information from the developer.

#### 5. Review of Council Policies

**It was resolved to reconfirm agreement of all existing policies noting that the standing order and financial regulations are updated to note the update in managing projects costing in excess of £25,000 due to Brexit.** Proposed by Councillor Winter and Councillor Thornton

## **6. Recreation Ground Facilities Improvements Advisory Group 'Active Appledore'**

Since the last meeting on the 14<sup>th</sup> November, the tennis courts were cleared of weeds, the recreation ground committee has met with an architect to produce new plans for the pavilion, the work in kind from Martello (part of the sale of the council field) to prepare the base for a new safety surface under the two sets of swings has been completed. The safety surface is scheduled to be laid week commencing the 12<sup>th</sup> December. A local company has offered to repair the vandalised recreation ground fence for free as part of their community work and we await news of a start date. A further date for tennis court clearance will be organised.

## **7. Highways and Byways**

The halted work on the pavement opposite Miss Mollets is scheduled to restart week commencing 12<sup>th</sup> December. The New Gateways were installed ahead of schedule and the line markings are awaited. The council has received a complaint from a resident of Station Road regarding the speed of traffic, reflector posts and the subsided road condition. The chairman will continue to push for improvements.

## **8. Community Engagement**

### **8.1 Resilience Planning**

So far, there have been 13 responses to the resilience letter hand delivered to all households. Unfortunately, the article regarding the survey in the letter did not make it into the parish magazine due to a technical hitch but an update article will appear in the January/February issue. Councillor Thornton will be attending a flood warden seminar in January

### **8.2 Speed watch**

The roadside training had been rescheduled to Monday 12<sup>th</sup> December due to icy weather. Speedwatch is not permitted to run when road conditions are poor.

### **8.3 Litter**

The replacement waste and dog bin on School Road has been relocated along the road to improve visibility when turning onto the road for residents.

### **8.4 Footpaths**

Way markers for paths 117 & 175 (Rhee Wall to Kenardington Snargate) have been replaced and stretches cleared of vegetation. Next areas to walk are in the Heath and Parkwood area. A letter is to go to landowners where paths are blocked. The bridge behind the recreation ground also needs minor repair.

Additionally, plaques for the trees planted on the recreation ground to commemorate notable occasions have been initially costed at £45 each. Posts would also be required.

## **9. Finances**

### **9.1 Bank Account**

As at 31<sup>st</sup> October 2022 stood at £105,165.62 (this includes £62,343.01 ring fenced for capital projects and £11,343.69 ring fenced for highways). An initial draft budget had been circulated to councillors for consideration. The proposed budget balances but should the council decide to spend more than budgeted for next year they would be reducing the reserves held. All councils are legally required to prepare considered budgets which they adhere to fairly closely. It was highlighted that it appeared that the council accounts were flush but most of it is allocated.

### **9.2 October Receipts**

£25.53	Public Donations from the conveniences
£29.65	Bank Interest

### 9.3 October Payments

£43.18	Kent County Council Services: Toilet requisites (vat £7.20)
£53.83	LASER: Toilets Electricity June to August (vat £2.56)
£200.00	Donation to Appledore Local History Society 1972 Act section 137
£30.00	P Caro: Car park at hall hedge cutting and weeding
£1,352.58	October salaries

### 9.4 Additional November Payments

£1,356.43	November salaries
£212.65	Appledore History Society Donation (1972 Act section 137)
£109.61	Part of donation towards residents Xmas Lunch (1972 Act section 137)

### 9.5 It was resolved to make the following payments

£252.00	Appledore Village Hall room hire from 1st April to 31 <sup>st</sup> December 2022 (no vat)
£40.00	Appledore Parish Magazine: resilience survey printing (no vat)
£43.34	Idea PC: share of two black inks cartridges with one set of colour inks (no vat)
£49.54	Refund M Philo admin costs: envelopes for resilience survey, toilet requisites, stamps and paper (vat 7.38)
£29.58	Pett PC: Share of Clerks mobile July to December (no vat)

Proposed by Councillor Kinsley and seconded by Councillor Wilkinson

### 10. Information for Councillors

Ashford Environment/Climate Change Group: the group has been created so parish councils can share ideas and learn from each other. The Chairman will attend and share the information with councillors.

Lighting for the car park – For a suitable light, an initial cost of £350 had been estimated.

A meeting between all stakeholders had taken place to discuss the issue of acoustics in the village hall room. Specialist had calculated the resonance level and two quotes have been provided. The reason for the issue is not apparent.

Kent Association of local Council subscription fee will increase by about £10.

### 11. Date of Next Meeting

Monday 9<sup>th</sup> January 2023, 7.30pm, Appledore Village Hall. Meeting ended at 9.00 pm.

### 12. Staffing Issues

Pursuant to section 1) of the Public Bodies (Admissions Act) 1960, it was resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during the item regarding the discussion of various staffing issues

1972 LGA sch. 12A part 1.3 (sensitive personal information)

- 1) This item was deferred to the next meeting when further information would be available.
- 2) The clerk's review would be held at the next meeting.
  - a) Following government agreement on salaries as of 1<sup>st</sup> April 2022 a lump sum catch up payment on the award for scale point 23 up to end of November of £453.39 is due. It was resolved to back pay the Clerk. It was further resolved to confirm the hourly rate for scale point 23 is as per the NALC advice for 1<sup>st</sup> April 2022. Note that salary allowances may increase for car mileage and an additional day holiday has been given from the 1<sup>st</sup> April 2023.

- b) Negotiations on salary rates for the 1<sup>st</sup> April 2023 will start shortly but is unlikely to be concluded before September 2023. In order to budget for 2023-2024 year and not have a large back payment to be made, it was resolved to increase the Clerk's hourly rate by 3% as of the 1<sup>st</sup> April 2023.
- c) Advice was provided on the requirements of pension auto enrolment.