



**2<sup>nd</sup> August 2021**  
**Minutes of the Meeting**  
**7.30 pm St. Peter and St. Paul**

**Present**

James Perkins (Chair), Helen Hennig, Roger Hiskey, Gary Kinsley, Chris Vane, Charles Wilkinson and Derek Winter.

In attendance: Clerk Mary Philo and Borough Councillor Mick Burgess.

Members of the Public: 3

**1. Formalities**

**I) Quorum**

The council was quorate.

**II) Apologies**

Apologies had been received from County Councillor Michael Hill. (LGA 1972 schedule12, 12)

**III) Declarations of interest and Dispensations**

a) Councillor Perkins declared an other significant interest (OSI) regarding the planning applications for The Quillet and Little meadows. Councillors Kinsley and Winter had a pecuniary interest in the request for funding from the recreation ground.

b) There were no requests for dispensations. (Code of Conduct)

**2. Approval of Draft Minutes**

**It was resolved to agree the minutes of the meetings held on 5<sup>th</sup> July 2021 as a true record.**

Proposed by Councillor Hiskey and seconded Councillor Vane. (LGA Act 1972 schedule12,19.1)

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

The meeting was adjourned at 7.32pm.

**Report from Borough Councillor Mick Burgess**

Ashford Borough Council are running hybrid meeting for their Cabinet and Scrutiny Meetings. The annual Mayor' Service would be held at the church in Small Hythe.

**Public Questions**

None.

**The meeting reconvened at 7.34 pm**

**3. Planning**

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

**3.1 Planning Decisions by Ashford Borough Council**

None.

### 3.2 Planning Applications Considered

I) **21/01337/AS The Quillet, 23 Court Lodge Road: Erection of detached garage. It was resolved to support the application.** Proposed by Councillor Wilkinson and seconded by Councillor Hiskey (one abstention).

II) **21/00876/AS Little Meadows Woodchurch Road; Erection of agricultural machinery store. It was resolved to support the application.** Proposed by Councillor Hiskey and seconded by Councillor Vane (one abstention).

### 3.3 Planning – For information

I) 21/01323/AS Little Greenfield, School Road: Lawful Development Certificate application for a Proposed single storey rear extension has been submitted.

II) 21/00385/AS Land between Old Watch House and Chi An Geltyon 2A, The Street, Appledore, Kent: Erection of dwelling with associated access and landscaping. Councillor Burgess had added his voice to the council's request for planning officers to visit the site. The ecology report which is currently outstanding, is delaying a decision being made.

## 4. Finances

### 4.1 Bank Account

As at 30<sup>th</sup> June 2021 £ 113,435.16 (this includes £70,000 ring fenced for capital projects and £20,000 ring fenced for highways).

### 4.2 June Receipts

£0.82                  June Bank Interest

### 4.3 June Payments

£13.65                Pett PC: April-June Share of Mobile Phone for Clerk  
£34.40                Appledore Parish Magazine: Colour piece for Litter Pick  
£51.01                Laser: Toilet electricity March to May inclusive  
£1,816.75            June Salaries including PAYE for the first quarter

### 4.4 Agreement of payments

It was resolved to make the following payments

£58.50                TP Jones & Co LLP (vat £9.75)  
£35.69                Refund M Philo Administration Costs: stamps £3.02, Stationary £2.17 (vat £0.36), toilet requisites £30.50 (vat £5.08)  
£52.80                V R Sani Co: Toilet sanitary collection March to August (vat £8.80)  
£115.00                Kent County Council: Traffic Survey (no vat)

### 4.5 First Quarter Financial Report

As at the 30<sup>th</sup> June the bank balances stood at £ 113,435.16 of which £70,000 is ring fenced for capital projects, £20,000 for highways (a slight increase was agreed at the August meeting) and £ 13,000 reserve.

As a reminder I would like to restate the end of year 2020–2021 figures. Bank balances as at the 31<sup>st</sup> March £105,752.84 of which

£ 70,000.00            Cash element of the sale of the council field which can only be used for capital projects  
£ 19,238.00            Ring-fenced highways money  
£ 13,000.00            Recommended reserve  
Leaving £3,514.81

## First Quarter Receipts

Total receipts for the period were £13,609.39. This is primarily made up of the precept: the parish council's share of council tax. I anticipate, that this year, there will be little or no income from the solar panels on the hall as these have been disconnected for the refurbishment. The public donations from the public conveniences reflect the slow reopening after the pandemic. There have been a couple of groups (cyclists and walkers) who have put in a larger donation with a thank you for the refurbishment of the loos and its continued cleanliness.

## First Quarter Payments

Net of vat payments came to £5,759.00 which is mainly running and staffing cost as we continued with restrictions. The toilets re-opened and the repair to the verge posts along the street started. This was completed in early August. Additionally, as the noticeboard at the village shop had to be repair it was refurbished at the same time and some minor repairs were made to the other two boards. The bill for this and the labour part of the bill for the verge posts repairs is still outstanding. The bye election was also held and the charge for this is again outstanding. As a result of chasing for a fresh water bill for the conveniences the broken drain cover near the layby has been replaced and bollards to deter parking on the drain installed at no cost. Unfortunately, no bill for the water. It is now over a year's worth of water bill outstanding. The quarterly sanitary waste bill is also outstanding. The council was credited for the time the loos were closed for refurbishment but the billing restarted in May. The cost of the signage to use the recreation ground as temporary parking, while the hall is refurbished, has been paid and is allocated to the contingency fund.

### 4.6 Scarecrow Competition

**Provided that appropriate paperwork and a list of winners provided, it was resolved to fund £50 towards prizes for the summer scarecrow competition.** A request was made that this should be linked with the Flower festival. Proposed by Councillor Vane and seconded by Councillor Perkins.

LGA 1972 section 145

### 4.7 Flower Festival

**It was resolved to sponsor a Flower Festival Display at Appledore Flower Festival. £50**

LGA 1972 section 145

## 5. Highways

Councillor Hennig had reviewed the plans provided for Phase 2 of the Improvements plan and various points needed to be clarified including whether the gateways should be on both sides of the road and the proposed location of road surface roundels which were not as originally anticipated. As the plans provided the basic cost for the works, **it was resolved to contract highways and pay £11,114.73 (possibly plus vat) regarding gateways, dragon teeth and signage for the works.** Proposed by Councillor Vane and Councillor Perkins.

### Highways' Ring-fenced Funds

**It was resolved to reconfirm that the current ring-fenced sum for highways expenditure remains at £20,000 (a slight increase on 31<sup>st</sup> march 2021 figure).** The above expenditure, Phase 2 and traffic survey to come out of this amount. Proposed by Councillor Wilkinson and Councillor Vane.

### 6. Re-allocation of cash element of the Sale of Council Field £70,000

The sum of £70,000 is currently marked for a highways' expenditure including a pedestrian crossing.

## Recreation Ground

**It was resolved, that in principle, the sum of £60,000 from the funds from the sale of the council field, should be re-allocated to capital projects improvements for the recreation ground subject to confirmation of a long-term sustainable committee for the ground and quotes from independent qualified contractors.** Proposed by Councillor Wilkinson and seconded by Councillor Vane. Councillors Winter and Kinsley did not vote.

### **Appledore Signage**

Councillor Vane advised that without having a budget in place, the project could not progress further. **It was resolved that £10,000 from the remaining funds from the sale of the council field is allocated to the capital project – Appledore Signage - in Appledore including new car park, church history sign, car park direction sign.** Proposed by Councillor Hiskey and seconded by Councillor Vane. Next steps would be to consult with the appropriate village organisations.

### **7. Queen’s Platinum Jubilee Celebrations**

As Councillor Kinsley was in the process of contacting village organisations, the project is still in its infancy. Those conversations already held had been very fruitful. Councillor Hennig offered her knowledge and prior experience.

### **8. Information for Councillors**

#### **Health and Safety Training**

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Clerk attended free Health and Safety Training, through KALC and will be using this in the annual review of Health and Safety procedures, plans, recording and risk assessment.

#### **Proposed New Apartments for Heathside**

Ashford Borough Housing had advised, just prior to the council meeting, about a pre planning application consultation with residents, to build 4 one-bedroom apartments on Heathside in the area around the teenager shelter. In addition to the notice on the noticeboard and posting on social media, all residents would receive a letter from the borough council. During the week following the meeting, Councillor Kinsley was due to meet with Ashford Housing Officer to discuss the need for more parking spaces for Heathside however, the officer was not aware of the plans for further housing. Councillor Burgess advised that the location had been noted for possible development and that Covid had delayed any progress. It appeared that only one parking space for each apartment would be provided. This could mean that the parking issue will be compounded. The parish council would have an opportunity to comment when and if a planning application was submitted.

#### **Appledore Station**

Councillor Winter had been contacted by a resident about the lack of current information regarding the lighting for the station car park. Concerns raised included any flood lighting and the previous lack of consideration of resident’s views that had been exhibited over the installation of the camera for the level crossing. Councillor Hennig advised that Friends of Appledore Station has always had a council representative since Councillor Hennig launched the group at the request of Mick Burgess. Friends of Appledore Station is an independent local organisation.

### **9. Date of Next Meeting**

Monday 6<sup>th</sup> September 2021, 7.30pm, St. Peter and St. Paul. The meeting closed at 8.18 hrs.