



**Minutes of the Meeting  
6th January 2020 at 7.30 pm  
Appledore Village Hall**

**Present**

Cllrs: Chris Vane (Chair), Helen Hennig, Roger Hiskey, Charles Wilkinson and Derek Winter.

In Attendance: Borough Councillor Mick Burgess and the Clerk Mary Philo.

Members of the Public: 6

N b: The hall heating was not working.

**1. Formalities**

I) The council was quorate (LGA Act 1972 sch12, 12/28/45).

II) Apologies had been received from County Councillor Mike Hill and Councillors Jenkins and Perkins (LGA Act 1972 sch12, 12).

III) Declarations of interest and dispensations: None (Code of Conduct).

**2. Approval of Draft Minutes**

**Following amendment, it was resolved to agree the minutes of the meeting held on 3<sup>rd</sup> December 2020 as a true record.** Proposed Councillor Wilkinson and seconded Councillor Hennig. (two abstentions from councillors not present at last meeting) (LGA Act 1972 sch12,19.1).

The meeting was adjourned at 7.32 pm

Presentation by Tenterden Social Hub by Julian Wilkinson, about the services it provides was cancelled due to ill health.

Borough Councillor Burgess wished everyone a Happy New Year. He had nothing to report as the year had barely started.

**Public Questions**

**Residential Enabling Car Park**

The council was requested to be more proactive as it was several months since the council had been advised the contractor would draft a letter confirming the installation of the Highways required traffic management system (including sign posting of car park) and how and when the car park would be handed over to Appledore Parish Council.

**Elderly residents wanting to contact the council**

It was reported that an elderly resident had found it difficult to contact the council. The Clerk to reinstate the list of councillors contacts on the noticeboards and include in the parish magazine.

**Pothole in Heath Side**

A resident complained that only one of the potholes in the road had been filled whilst others nearby had been left. Councillors advised that the highways road team carry enough pothole tarmac for the potholes listed for immediate attention, so nearby potholes normally of smaller size are left.

The meeting was reconvened at 7.44 pm.

### 3. Finances

I) Bank Accounts as at 30<sup>th</sup> November 2019 £35,031.52

II) Cheques raised since the last meeting:

£29.75	Black Lion: refreshments	
£400.00	Friends of Appledore Station: donation to the planters scheme	1972 Act section 137
£92.00	M Philo refund : Xmas Tree lights	
£90.00	Hole Park: Xmas tree	
£174.39	Business Stream: waste water services for the public toilets	
£180.00	Gibbs and Sons: grass cutting around the public toilets and in front of the recreation ground	
£981.48	December salaries	
£129.00	HMRC: Third quarter PAYE	

III) Agreement of cheques to be drawn:

£9.34 Pett Parish Council: Share of mobile phone for Clerk

IV) It was resolved to set the precept for 2020 – 2021 at £26,000 per annum. Band D would be approximately £ 74. Proposed by Councillor Winter and seconded by Councillor Hiskey.

v) It was resolved to renew the council insurance with Zurich Insurance cost £450.13. Proposed by Councillor Hiskey and seconded by Councillor Winter.

vi) To agree to share with Iden PC and Pett PC the cost of the Clerk's Subscription to Society for Local council Clerks. Cost £72 of £180. Proposed by Councillor Hiskey and seconded by Councillor Hennig. Planning (Town and Country Planning Acts 1990 sch1/2010).

I) Ashford Borough Decisions Advised:

a) 19/01072/AS 1 New Rents, Kenardington Road: Erection of detached dwelling and new access – refused.

b) 19/01529/AS: 6 Applegate Court (Railway Station): Erection of a new outbuilding and installation of new timber gates. – permitted.

c) 19/01287/AS Blackmore Farm, Station Road: Removal of condition 3 on 18/01857/AS to remove occupancy restriction. – permitted.

II) New applications for A.P.C. to consider and vote on:

a) **19/01721/AS Prospect House, School Road: Alteration and extension to existing roof on front conservatory and erection of new entrance lobby. It was resolved to support the application. Proposed Councillor Wilkinson and seconded Councillor Winter.**

### 4. Highways and Byways

#### Residential Enabling Car Park

Councillor Wilkinson stated that the promised letter from the developer was still awaited and that this should not only be pursued but the council should take a more robust stance.

#### Highways Improvement Plan

The speed sign changes were yet to be completed. It appeared that the cost of required works to reduce the speed limits around Appledore would cost £6,000 less than anticipated.

## **Lorry damage to hedge and verge near Round About Friday, Heath Road on 17/12/2019**

Highways had responded very quickly and checked the area was safe and that the culvert was clear to prevent flooding. The land owner would be making a claim against the hauliers' insurance.

### **5. Update on 1 The Street**

Most of the planning application conditions had been dealt with and Martello were in the process of appointing a contractor. Works are currently expected to commence in February 2020.

### **6. Update on Ex-Council Field**

The planning application has been assigned a new planning officer. The officer would start to check the paperwork as this had not yet been done.

### **7. Appledore Parish Council website – Public Sector Accessibility Regulations**

The Parish Council website must meet The Public Sector Bodies (Websites and Mobile Applications) (N02) Accessibility Regulations 2018 by 23 September 2020. Our current service provider (Cantium) will stop hosting our website on 31st August 2020. The Parish Council voted not to take up Cantium's proposed new service at the December meeting. During discussion, the indicative costs were explained and that the Clerk as a paid employee would be preferable to a volunteer to keep the council compliant and the website constantly running. Concern was expressed about the work load resulting on one councillor should the redesign be in house and it was suggested that any surplus to be donated to the Village Hall to be used for new furniture, or other fittings post refurbishment.

#### **Option A. External service provider**

Contract out the design and migration of the website to an external company. Oversight of the project by Appledore Councillors, checking the work would be the responsibility of the Clerk. Anticipated cost: Site design/migration £1 – 2000, site checking £70, annual hosting £175 - £400. **There was no proposer for this option.**

#### **Option B. It was resolved to execute an in-house design/migration of the website.**

In house design with site migration carried out by the Clerk. Checking the site would be the responsibility of the Clerk. Anticipated cost: Site design/migration £999, site checking £70, annual hosting £150. Proposed Councillor Hiskey and seconded Councillor Wilkinson. (Councillor Hennig voted against).

### **8. Recreation Ground Report**

A report will be made at the next meeting following the planned committee meeting in January.

### **10. Village Hall Report**

No report in the absence of Councillor Jenkins, however, the hall was still looking for a Treasurer.

### **11. Information for Councillors**

**Appledore Level Crossing Closures** – Monday 27<sup>th</sup> January, 23.00hrs continuously through until Wednesday 29<sup>th</sup> January at 5.30 hrs. Saturday 8 February 2020 from 00:05 hours through to Monday 10 February at approximately 04:00 hours.

**Community Group** – Councillor Hennig stated that she would like to look at the formation of a community group with the purpose of arranging fund raising activities which would then enable the village to stage/enjoy events free of charge to the residents. This group could also support needs for funding that are beyond the remit of the parish council.

**Christmas tree** – A couple of residents kindly offered to take down the tree and dispose of it.

**Overgrown Hedges in The Street** – Request for residents to cut hedges before the nesting season.

### **12. Date of Next Meeting**

3<sup>rd</sup> February 2020, 19.30hrs in the village hall. The meeting closed at 20.30 hrs.