



Minutes of the Annual Meeting of the Parish Council on 15th May 2019 at 19.30 hrs. Appledore Village Hall

Present

Councillors: James Perkins (Chair), Helen Hennig, Roger Hiskey, Lyndsey Jenkins, Charles Wilkinson, Chris Vane and Derek Winter.

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

Members of the Public: 6

1. Election of the Chairman

The council was quorate. Councillors Vane and Winter nominated James Perkins for the Office of Chairman. There were no other nominations. **It was resolved to elect James Perkins as Chairman of the Council and the Clerk received the Chairman's Declaration of Acceptance of Office** (Local Government Act 1972,15(1) & (2)).

2. Election of the Vice Chairman

It was resolved to elect Chris Vane as Vice Chairman. Proposed by Councillor Hiskey and seconded Councillor Winter

3. Formalities

I) Apologies had been received from County Councillor Michael Hill and P.C.S.O. Richards (LGA Act 1972 sch12, 12).

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

4. Approval of Draft minutes

It was resolved to agree the minutes of the meeting held on 1st April 2019 as a true record. Proposed Councillor Hiskey and seconded Councillor Vane (LGA Act 1972 sch12,19.1).

The meeting was adjourned at 19.45 hrs.

Report by Borough Councillor Mick Burgess

Mick had been returned to office uncontested. The elections had brought some changes to the borough council which now consisted of 26 conservative members, 1 independent, 11 associated independents, 6 Labour and 3 Green. The Conservatives had a majority of 5. As a result, portfolio holders and staff had changed. The borough Councillor offered assistance, while the council re-adjusted.

Public Questions

Dog Bin Court Lodge Road – In response to query, the Clerk advised that Street Scene had advised that they would not be replacing the bin.

Footpaths – A resident advised that several footpaths in the parish were blocked or over grown. He had detailed them on a map. The resident offered to assist with clearing or resolving the problems if possible. Blocked or overgrown footpaths could be reported on the county council website. Paul Ripley is the Footpath Warden. Although he made comments on planning applications, he did not attend council meetings. Paul Ripley to be contacted. Councillors Hennig and Wilkinson to assist.

Planning Application 72 the Street – The applicant advised that the aim was to build a house sympathetic to local tradition but with good insulation.

The meeting was reconvened at 20.08 hrs.

5. Appointment of members as representatives to local organisations

I) **It was resolved to elect Councillor Winter as representative for Appledore Recreation Ground Management Committee.** Proposed by Councillor Vane and seconded by Councillor Perkins. (Elected members will report to the council following attendance of meetings)

Chairman brought this item forward.

III) **It was resolved to elect Councillor Jenkins and Councillor Perkins as representatives for the Village Hall Management Committee.** (Elected members will report to council, as appropriate, following attendance of meetings). Jenkins - Proposed by Councillor Vane and seconded by Councillor Perkins. Perkins – Proposed by Councillor Hiskey and seconded by Councillor Hennig.

Chairman brought forward this item. IV) **It was resolved to elect Councillor Hennig as representative for Friends of Appledore Train Station.** Proposed by Councillor Winter and seconded by Councillor Jenkins.

The following items were deferred. II) To elect two representatives to attend the Kent Association of Local Councils Annual Meeting.

6. Allocation of councillors' responsibilities

Following discussion a new position was created: External Affairs. The holder will review borough wide issues which effect the parish or with potential to effect it and schemes which may benefit the parish, including attending the Kent Association of local Councils AGM.

External Affairs	Roger Hiskey
Highways and Byways	-Charles Wilkinson and Helen Hennig
Planning	All councillors
Website	Chris Vane
Training and Communications	- Helen Hennig
Community Transport	- Roger Hiskey and Helen Hennig
Development of Council Field, Hall Refurbishment) and Linear Park)-	James Perkins, Chris Vane and Derek Winter
Resilience Plan	-Clerk to have a watching brief
(Crown Estate Car Park – Charles Wilkinson as an individual)	

7. Finances

I) End of year financial report attached.

II) Bank balance as at the 30th April taking into consideration unpresented cheques £ 49,149.76

III) Income Received:

£13,000.00 50% Precept
£ 525.00 50% Council Support Tax Grant
£ 426.00 50% Concurrent Function Grant
£ 57.25 Public donations from the toilets
£ 3.65 Bank Interest

IV) Cheques raised since the last meeting:

£ 89.94 H Paris: Refund for admin cost (vat £3.09)
£ 26.00 C Vane: Refund for leaflet (no vat)
£ 926.63 April salaries

V) Agreement of cheques to be drawn:

£ 5,146.25 Public works Loan Board: Hall grant
£ 28.07 KCS: Loo roll and box of paper for administration (vat refund £4.68)
£ 275.00 Mike Cuerden: Internal audit (no vat)
£ 66.84 M Philo Admin Costs: Room £30, car £23.40, stationary £12.16, stamps £ 1.28 (vat £2.02)
£ 18.24 Pett Parish Council: April and May share of Clerk's Mobile Phone

VI) Following review of the council financial and management risk assessment and internal auditor report 2018/2019

It was resolved to agree the 'Statement on Internal Control for the Year Ending 31st March 2019'.

Proposed by Councillor Perkins and seconded by Councillor Vane. Chairman and Clerk signed the statement.

VII) Having considered the systems of internal control

It was resolved to agree the Annual Governance Statement (Section 1 of the Annual Return). Chairman signed. Proposed Councillor Vane and seconded Councillor Hennig.

VIII) Having considered the Accounting Statements (Section 2 of the Annual Return)

It was resolved to agree the Accounting Statements. Chairman signed. Proposed by Councillor Winter and seconded by Councillor Hiskey.

8. Chairman's Annual Report is attached.

9. Planning (Town and Country Planning Acts 1990 sch1/2010)

I) Ashford Borough Decisions Advised:

- a) 18/00780/AS 35 The Street: Replacement of ground floor front window and door – Disposed of undecided.
- b) 18/01802/AS The Gate House Appledore Station: Installation of two red light safety cameras at Appledore Level Crossing together with ancillary signage – Granted.
- c) 19/00275/AS Change of Use Agricultural Building South of Moor Lane – Prior approval not required.
- d) 17/00926/AS Land next to Well House: Residential Enabling Car park – Permitted. It was noted that it had long last been approved.
- e) 18/00997/AS Gusbourne Estate: Alterations to car parking and landscaping (retrospective) – Permitted.
- f) 18/01857/AS Blackmore Farm: Variation of condition 11 on 16/01755/AS for roof light and weatherboarding - permitted.

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

- a) **19/00421/AS Court Barn Court Lodge Road: Reconfiguration of driveway including new material and new 5 bar gate including amended description. It was unanimously resolved to support the application.** Proposed by Councillor Hiskey and seconded by Councillor Wilkinson.
- b) **19/00529/AS Akers Cottage 72 The Street: Demolition of existing bungalow and erection of replacement dwelling. It was resolved by majority to support the application but expressed concern about the roof height.** Proposed by Councillor Perkins and seconded by Councillor Winter.
- c) **19/00621/AS The Tithe Barn, The Street: Conversion of garage/store to tourist accommodation. It was unanimously resolved to support the application.** Proposed by Councillor Jenkins and seconded by Councillor Vane.

10. Report on residential Development, Hall Refurbishment and Linear Park

Report is attached. The Martello had been advised of the suggestion to extend the bulb planting (only) southerly down The Street and had responded that they would be prepared to cover the cost of the additional planting. A letter to be written to the relevant and owners to seek their opinion. A suggestion of planting trees in the verges there, was also put forward.

11. Highways and Byways

I) Report on the public consultation is attached.

II) Councillors noted that highways fees included an allowance for a 10% contingency and an allowance for 15% design costs with regard to all the proposed schemes. **It was resolved to agree speed reduction, extension of speed limits and resulting works: approx. £16,816.** Proposed by Councillor Wilkinson and seconded by Councillor Vane.

The following item brought forward

V) **It was resolved to agree the traffic management cost: approx. £3,717.** Proposed by Councillor Vane and seconded by Councillor Winter.

The following item brought forward

IV) **It was resolved to fund the rationalisation of the directional signs: approx. cost £12,911.** Proposed by Councillor Winter and seconded Councillor Jenkins.

III) Highways had proposed just two locations for gateway signs: before the bridge at the Military Canal when entering the village and on the Tenterden Road, well before School Cross roads. Highways officers had recommended Gateways as they make drivers aware that they are entering a different environment. Councillor Wilkinson and Hennig to query possible gateways for Kenardington and Woodchurch Roads. It was highlighted that drivers already had to slow for the sharp bend when entering from the Military Canal. **It was resolved, by majority, to install two village gateway signs at the Military Canal entrance to the village and on Tenterden Road.** Proposed Councillor Hennig and seconded Councillor Hiskey. With regard to the high friction surfacing, the initial view was that the cost was prohibitive but as the design and specifications were still to be defined a further discussion could be held once more information was known.

12. Friends of Appledore Station Report – attached.

13. Village Hall Report – attached

14. It was resolved that the monthly meetings will continue as being the first Monday of the Month. Annual Parish Meeting date to be set in December.

15. Information for Councillors

Village Store Window Dressing – The council had been in conversation with the owner. The glass had been treated to keep the temperature down inside the shop which helped the cooling cabinets and reduced the shops running costs. Since the glass treatment, a white sheet showing various food products, had been adhered to it across the entire frontage. A further alteration may be planned to improve the external appearance.

Toilets Electricity Contract with Laser – The contract last two years and would be up for renewal this October. If the council wished to cancel this contract, they had to give 24-months notice i.e. 1st October 2019. The clerk is still experiencing problems getting bills but there is no real competition to laser for the council to choose.

Church Tidy Working Party – 8th June. from 9am to noon. Refreshments would be available. All assistance would be welcome.

16. Date of Next Meeting

Monday 3rd June 2019, 19.30hrs in the village hall. The meeting closed at 21.30 hours.

Appledore Parish Council End of Year Financial Report 2018 – 2019

Income for the year totaled £32,823 less the funds from Battle's over £104 which were just passing through the bank account. We had budgeted against £29,240 as we did not include funds that could not be guaranteed such as donations from the toilets, the donations from Magpie Farm developers and vat refunds. The vat refund includes approx. £1200 of refunds from the financial year 2017 – 2018. The refund for this period was much lower. It obviously varies in relation to the expenditure for the year. Total gross expenditure was £30,954 but that includes funds and donations relating to Battle's Over £796, expenditure outstanding from the previous year of £2,053. We budgeted expenditure of £32,330 whilst against that we expended £28,173 (net of vat). We underspent in minor highways, contingency, donations, maintenance for the toilets. With regard to the toilets we have been in credit on the electricity account whilst resolving the billing issue which still continues. Administration costs for the council also came out slightly lower than anticipated.

As at the 31st March 2019 the working balance for the parish council stood at £37,096.62 but there was still the bill for £396 for the repair to the phone kiosk to come through. Almost all vat that could be retrieved on expenditure has been collected up to February 2019. Since the council voted to dedicated £30,000 in the bank account, the council now only holds the recommended reserve of £7,000.

Chairman's Report

Whilst the usual day to day work of dealing with planning applications and responding to residents' concerns has continued over the last 12 months, we have seen the result of many hours of discussions and meetings come to fruition in two major areas. The council agreed the sale of the Parish Council field to Martello. Later, we will hear more of the successful public consultation on the proposed plans for the residential development, hall refurbishment and "linear" park. Also, the proposed highways improvement schemes and the very successful public consultation of which we will also hear more about later. May I thank Helen, Charles and Chris for all their hard work and dedication to produce these wonderful presentations. The council continues to be represented on many and varied local organizations, keeping the council in the loop. These members are often unsung heroes but without their input the council would be at a loss.

We were very lucky to have the Battle's Over group organize a fitting tribute for the centenary of the end of the First World War. They then went on to organize a voluntary tidy of the Churchyard. I would just like to thank the group again.

Finally, we must thank Tom and Beverley for all their hard work. I think you would all agree that it has been another successful year for Appledore.

Field Development, Village Hall refurbishment and Linear Park Report

Public Consultation

The public consultation took place over three days on the 14th, 15th and 17th April. It was publicised by a leaflet delivered to every house in the village.

71 residents attended in total with most having extensive conversations about the detail of the proposals.

32 residents completed the survey

The key results from the survey are as follows:

Residential development

26 in favour

2 undecided

2 expressed no opinion

2 opposed

Linear Park

23 in favour

6 undecided

1 expressed no opinion

2 opposed

Village Hall refurbishment

22 in favour

3 undecided

2 expressed no opinion

5 opposed

There were no comments on any of the proposals which required design amendments before a planning application is made.

The design detail comments made with regard to the Village Hall refurbishment will be passed to the Village Hall Trustees.

Next stages

Linear Park

During the public consultation a number of people suggested that the bulb planting should continue throughout the village on the green verges. The Parish Council will contact residents who currently maintain verges in front of their properties to see if there is sufficient support for this idea. Martello have agreed to cover all additional costs.

Planning applications

Most of the required environmental and other reports are complete. Planning applications for the Residential development, Linear Park and Village Hall refurbishment will be submitted in approximately four weeks.

Highways Report

SUMMARY OF COMMENTS AND NOTES FROM H&B CONSULTATION AND QUESTIONNAIRE

Approximately 50 people attended the event. Not all filled in a questionnaire and others filled it in outside of the Saturday consultation

The event was very well received with thanks and appreciation expressed for the hard work involved; an excellent presentation and taking the time to consult with the village.

- With exception of one*, full support of speed limit proposals also:
- Could some speed limits be reduced further?
- Could some speed limits be extended further?
- Could a speed limit be introduced along Station Road?
*Opinion based on the perceived inability to police any changes and therefore a waste of time and money
- New and Improved signage supported and particularly welcomed at key sights such as the crossroads. A lot of support for the yellow backed signs at these sites.
- A lot of support for the proposed entry "Gates".
8 written comments very much in favour and a lot of support during discussion at the event.
One comment that they are hideous!

Other Comments:

- Excellent proposals and full support
- Support noted for speed reduction on Kenardington Road and School Crossroads – overall support as above
- Full support for current speed proposals but could these go further?

- Speed limit of 30 at School Crossroads entry points requested
- The possibility of introducing 20mph key issue but the unlikelihood of this happening and why was explained
- Speed and size of vehicles approaching from Four Wents and past Limen Cottages – fully in favour of speed reduction to 30. Currently 40mph
- Concern expressed about speed along Station Road and no proposals to address this
- Request for reduction further extension of speed limit along Woodchurch Road towards the woods
- A lot of support for flashing SID and one suggestion to use American style number plate recognition
- Improved signage at above and need for increase in awareness of both crossroads
- Does SAT Nav show both crossroads?
- Any Red lines need to be rumble strips
- Parking needs to be addressed; double yellow lines on the side of Miss Molletts and removal of cones (unsightly)
- Proposed “Gates” well supported both in writing and during discussion
- Suggested that Pine House on the Tenterden Road should be where the “Gate” on this road should be sited
- Extremely poor vision of drivers approaching Four Wents
- Cleaning of signs – in hand and will be completed shortly
- Need to ensure all vegetation to be kept cut back – in hand
- Pavements to be cleared of vegetation to full width
- Support for the “yellow” backing of signs at key points and support for improvement to current signage
- “Repeater” 30 signs in The Street raised
- Pedestrian Refuge Island in The Street would slow traffic as well as ease crossing
- Concern about the state of current road markings and signage and questioned if these would be re-freshed
- Military road markings extremely poor
- Concerns and need for signage improvements to “The Narrows”, the approach from Court Lodge Road and turning into the narrows. Including use of a Convex mirror (previously in place)
More signs including a “priority sign”.

Friends of Appledore Station Report

May 2019 Update

Friends of Appledore Station is a Community Interest Group, made up of Volunteers from Appledore/Appledore Heath and neighbouring villages.

The FoAS Volunteers are a mix of individuals and couples, some retired, some still working full or part time, who allocate their time to achieving the aims of improving the Image of Appledore Station by providing a more attractive, user friendly facility and thereby encourage an increase in the usage of the Marshlink Line. Some of the Volunteers are regular or occasional users of the rail service from Appledore Station. There are now some 20 Members of the FoAS.

Formation was encouraged by Ashford Borough Council and Sussex Community Rail Partnership, (who have both provided initial funding), via Appledore Parish Council, the latter having a nominated representative as a Volunteer Member of FoAS. Support and encouragement have also been forthcoming from GTR-Southern.

Much of the activity of the FOAS during the winter months has been directed to the practical tidying up of the station and immediate surrounding area, (rubbish and vegetation), leading to the recent installation of planters along the platforms. A Rota of FOAS Volunteers is being established to ensure that the planters are regularly watered and tended to.

- FOAS is about to embark upon a sponsorship drive amongst local businesses with the assurance that their support will be duly and boldly recognised on the planters.

Friends of Appledore Station is a Community Interest Group, made up of Volunteers from Appledore/Appledore Heath and neighbouring villages.

The FOAS Volunteers are a mix of individuals and couples, some retired, some still working full or part time, who allocate their time to achieving the aims of improving the Image of Appledore Station by providing a more attractive, user friendly facility and thereby encourage an increase in the usage of the Marsh link Line. Some of the Volunteers are regular or occasional users of the rail service from Appledore Station. There are now some 20 Members of the FoAS.

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GTR have recently announced the creation of a Passenger Benefit Fund, (approx. f15 Million), to provide tangible benefits to rail passengers in return for the significant disruption and inconvenience they have suffered. This was not a voluntary act by CTR but in response to the requirements of the Secretary of State for Transport.

Monies have been allocated on a proportional basis, with decisions on spend to be made at a local level. Appledore has been allocated £30K. Suggestions on deployment of funds are to be coordinated via the Sussex Community Rail Partnership, (SCRIP). Sadly, GTR will retain responsibility for appointing contractors to undertake whatever work is to be done. This means that the 'bang for bucks' will certainly be less than if managed at the local level, albeit that there would be a host of issues to contend with were inexperienced contract management undertaken.

There is discussion ongoing on whether the Marsh link Line stations should combine by pooling the allocated funds to maximise passenger benefits.

Improvements Wish List

Targeted Short Term Improvements

- Additional Platform Seating
- Additional Cycle Storage
- Secure Storage Preferred
- Additional Notice Board

- Westbound Platform
- Signage to/from Station to Village(s)
- Rebrand as Appledore Station — Pathway to the Romney Marsh Villages
- Installation of a Defibrillator
- Cigarette Butt Receptacles
- Display Units of Bus Timetable & Taxi Service Contact Details ♦ Refurbishment of Secure Storage Area

Targeted Longer-Term Improvements

- Expanded Car Parking
- Establishment of a Unisex/Disabled Toilet Facility
- Total Refurbishment of the Station Building
- Community Multi-Use E.g. Heritage Centre, Parish Magazine Production Centre, Art Club HQ and Display Area etc.
- Interim Improvement by Replacement Door & Window Panels
- Improved Public Transport to/from Station to Village ♦ Foot/Cycle Path to/from Village to Station

Village Hall Report

We have advertised again for a Treasurer to no avail. The accounts are being regularly reviewed by members of the Finance team.

Paul Giles has agreed to reduce his hours during the summer months. However, he will be inspecting the hall regularly to check hirers are leaving the hall as they find it.

The hire agreement has been adjusted to give all hirers the opportunity to advertise their events in the 'What's On?' leaflet - not just regular hirers and Hall events. This may incur a cost as the leaflet plus delivery charges costs 60 a month.

We are continuing to take bookings - although for people wanting to make bookings later in the year or in 2020, the continuing uncertainty over refurbishment is a problem. This obviously affects our income. The Trustees have received no further communication from the Parish Council - it would be helpful to receive a regular update, even if it is only on minor details, or perhaps to be copied in to appropriate emails.