



4th April 2022
Minutes of the Meeting
7.30 pm Village Hall

Present

Roger Hiskey (Chairman), Gary Kinsley, James Perkins, Charles Wilkinson, Chris Vane and Derek Winter.
In attendance: County Council Mike Hill, District Councillor Mick Burgess and Clerk Mary Philo.
Members of the Public: 15

1. Formalities

I) Quorum

The council was quorate.

II) Apologies

Councillor Hennig.

(LGA 1972 schedule 12, 12)

III) Declarations of Interest and Dispensations

It was resolved to allow a dispensation for all councillors to vote on planning application 22/0023/AS Badgers Brook as the applicant is the architect for the refurbishment works. Proposed Councillor Hiskey and seconded Councillor Winter. Councillor Vane advised he held an additional prejudicial interest in the same item. (Code of Conduct)

2. Presentation of the Refurbished Village Hall to the Hall Trustees

The refurbishment and extension of the Village Hall is now complete. Councillor Vane thanked everyone who worked so hard over the years to bring this project to fruition. From those who helped at the very start with Events Week to prove that there was a desire to reinvigorate the Hall. To the Hall Trustees who supported and promoted classes, events and services to meet the social, entertainment and health needs of the community. To Rob Pollard from RX Architects for his interpretation of the design brief and for his patience throughout. Lastly, to George Blanchard and his team from Martello Developments for their diligence and the quality of their work.

We look forward to everyone's return – Maureen's Pilates, Emma's Tai Chi, Suzanne's Aerobics, Carly's Choir, the Art Club, the Saturday mini market, the weekly café, the monthly lunch club and the monthly film nights.

The Parent and Toddler group will be a new addition and there are local businesses, weddings and family events booked in for the coming months.

The Parish Magazine is now based in the hall and there are opportunities for village clubs and societies to make use of the improved facilities.

The Parish Council has made a substantial investment in the future, giving the community the centre that it needs.

The Chairman of the Village Hall Trustees thanked the parish council, noting the quality of the works. It demonstrated the integrity of the developer Martello who did not cut corners. Any pinch points were

fully discussed with the Hall Trustees. George Blanchard had kept them up to date with progress. Chris Paine and David Kowitz were thanked for the £10,000 donation for tables and chairs.

3. Approval of Draft Minutes

It was resolved to agree the minutes of the meetings held on 7th March 2022 as a true record.

Proposed by Councillor Kinsley and seconded Councillor Perkins. (LGA Act 1972 schedule 12, 19.1)

4. Former Council Field Projects Summary

In February 2019 Appledore Parish Council sold the Parish Council Field to Martello Developments. The negotiated contract specified that payment would be in the form of cash, capital project expenditure (work in kind) and the purchase of one of the houses to be built on the site. The Parish Council has not had to pay any money in addition to the contract for the completed works. The summary of figures as shown below:

Contract Summary

| | |
|---|-----------------|
| Contract sale price for Parish Council Field | £805,000 |
| Independent land valuation by Dawson & Associates | £671,000 |
| Benefit to Appledore above independent valuation | £134,000 |

Capital Projects

The Parish Council is obliged by law to spend the income from the sale on Capital Projects for the benefit of Appledore. The project list was established by public consultation with residents. The project valuation report from Sibley Pares highlights the benefit to the Parish Council in not directly managing the refurbishment works ourselves. Had the council done so it would have incurred additional building and materials costs in excess of £77,000 as a consequence of the Covid pandemic.

The projects and their costs are shown below. The parish council has not paid any monies towards the amounts shown as 'Benefit to Appledore' but it demonstrates the additional sums that would have had to be found/paid if the parish council had taken a straight payment for the sale of the council field.:

Completed Projects

Contract value - Village Hall and Car Park

| | |
|--|----------|
| Village Hall extension and refurbishment | £352,000 |
| Car Park refurbishment | £ 85,000 |
| Project Contract Value | £437,000 |

Independent project works valuation by Sibley Pares

| | |
|--|-------------|
| | £630,206.32 |
|--|-------------|

Benefit to Appledore above contract value **£193,206.32**

Contract value - Public Conveniences

| | |
|---|---------|
| Refurbishment of Public Conveniences Project Contract Value | £30,000 |
|---|---------|

Independent project works valuation by Sibley Pares

| | |
|--|------------|
| | £40,093.19 |
|--|------------|

Benefit to Appledore above contract value **£10,093.19**

Village Signage

Car Parks, Tourist Maps and Village History sign

| | |
|----------------|---------|
| Project budget | £10,000 |
| Project cost | £ 7,770 |
| Budget saving | £ 2,230 |

Projects in progress

| | |
|--|---------|
| Recreation ground improvements | £16,000 |
| Children's play area safety improvements | £ 2,000 |

These projects are currently being estimated by specialist contractors

Cash Payment

The cash element of the sale was £70,000. This money is allocated as follows:

| | |
|---|---------|
| Recreation ground pavilion building refurbishment | £60,000 |
| Village signage | £10,000 |

House Purchase

The Parish Council contracted to buy one of the new properties to be built on the field as a capital investment for Appledore. The house is designated as an 'affordable housing' property which will be available to rent by a qualifying family registered on the Ashford Housing list, preference will be given to Appledore residents. The house is excluded from 'right to buy' legislation. Building work is due to start in spring 2022.

| | |
|---|----------------|
| Contract price for 3 bedroom detached house | £250,000 |
| Independent valuation by Phillips & Stubbs | |
| - as an affordable housing property | £285,000 |
| - as an open market property | £425 - 450,000 |

Approximate net Annual Rental Income

£ 8,000

Anticipated costs for management by Ashford Borough Council and maintenance have been deducted from the gross income. The income will be invested in village facilities and services.

Developer Contributions (£106 payment) in addition to contract value

As part of the Planning Consent agreement Martello Developments will make additional payments via Ashford Borough Council to a total value of £60,056 as detailed below:

| | |
|--------------------------------|---------|
| Recreation Ground Improvements | £22,980 |
| Linear Park | £ 9,108 |
| Play Area | £15,744 |
| Allotments | £ 3,888 |
| Cemetery provision | £ 5,520 |

After consultation with residents the Parish Council has asked Ashford Borough Council to reallocate the Play Area payment from the original proposed location at Heathside to the existing play area on the Recreation Ground. If the allocated payments above are not taken up by Appledore they will be retained by Ashford Borough Council.

The following payment will also be made by Martello Developments to Ashford Borough Council:

| | |
|---|---------|
| Ashford Strategic Parks, libraries and other services | £ 2,816 |
|---|---------|

Charitable donation by Martello Developments

In addition to their contractual commitments Martello Developments have made a charitable donation of £10,000 to Appledore Village Hall for the purchase of new chairs and tables.

Adjournment of Meeting for Reports and Public Questions

The meeting was adjourned at 7.45pm.

Report from County Councillor Mike Hill

The combination of stormy weather on the Channel, a ferry hitting the dock wall, the P&O mass staff redundancies, a jack-knifed lorry, trains stuck in the Channel Tunnel and holiday exodus resulted in traffic problems and operation stack operating to hold lorries on the M20. The lorries have since cleared. County Officers are working on rolling out the scheme to host Ukraine Refugees. Property safety checks and safeguarding checks will be required for the 1800 guests and 600 hosting families that have so far come forward.

Covid cases in Kent are currently around 900 cases per 100,000 people. Numbers of cases in hospital are increasing but few require mechanical ventilation. Staffing levels are affected. The current wave is expected to peak in the third week of April.

Report from District Councillor Mick Burgess

Ashford Borough has added a further 9 invalid facilities to public toilets in the borough.

Pym House which was empty awaiting refurbishment will now be reopened to house up to 50 Ukraine refugee families.

Kent Police are reviewing neighbourhood policing.

An open-air performance 'All Change', in various locations within the town, will cover Ashford's historical connections with trains.

Public Questions 7.56pm

Linear Park

Following query, the linear park is expected to go ahead as per the planning application.

Parish Magazine

One of the magazine team advised that the magazine would continue and articles should be sent through the regular channels. Although it was quiet on the offers to replace the editor who had recently resigned, one person had come forward. Training and help are available. The chairman thanked the team for their hard work on the magazine which is highly valued by the community.

The meeting reconvened at 7.59 pm

5. Planning

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

5.1 Planning Decisions by Ashford Borough Council

I) 21/00665/AS Land South of May House Tenterden Road: Construction of a 4-bedroom detached residential chalet bungalow with attached garages and associated parking – approved conditionally.

II) 22/00147/AS Variation/Modification of Condition Appledore Village Hall 76, The Street, Appledore: Request to change condition 3 by replacing drawing no. 00818-PL-350 Rev A proposed elevations with proposed elevations 350-REVB to include fenestration including first floor window to west elevation – approved.

5.2 Planning Applications Considered

I) 22/0023/AS Badgers Brook, Kenardington: Minor Alteration to existing dwelling including replacement windows, minor extension to east plus recladding and alterations to existing adjacent outbuilding. **It was resolved to support.** Proposed by Councillor Winter and seconded by Councillor Perkins.

II) 22/00364/AS Appledore Post Office, The Street: Proposed single-storey rear extension to form shower facilities. **It was resolved to support.** Proposed by Councillor Winter and seconded by Councillor Kinsley.

III) 22/00385/AS The Gate House, Appledore Station: Proposed single-storey side and rear extension. **It was resolved to support.** Proposed by Councillor Vane and seconded by Councillor Perkins.

5.3 Residential Enabling Car park

During recent conversation with Court Development's director the following was advised:

I) The house, car park and footpath are expected to be completed within the next three weeks and possibly sooner.

II) A draft document for the transfer of the ownership of the car park to the parish council is with Court Developments solicitor. Indications are that the transfer will be freehold.

III) The implementation of the traffic management plan, namely signs to the car park and yellow lines by Kent Highways is in progress. The signage is necessary to maximise the car park usage.

6. Recreation Ground Funding Request from Council Field Sale Funds

The Recreation Ground Chairman advised that the improvement plan included resurfacing the MUGA and tennis courts, bins and seating, new picnic table for the play area, an electric box for functions, leveling of large dips in the parking area as well as dealing with the structural issues with the pavilion. Quotes are coming in. Specialists and an architect are working on bringing the pavilion up to standard. Figures were promised for the next meeting. The chairman advised that for any funds to be committed from ear marked funds that the council required a fully costed program of works.

7. Highways and Byways

Councillor Hennig had provided a brief written report stating that the figures for amended Phase II were still not available from Highways. Highways had also reconfirmed that Appledore cannot have yellow backed signs nor dragon teeth at the proposed gateways. All highway improvements should be in place before launching Freight Watch.

8. Finances

8.1 Bank Account

As at 28th February 2022 balances stood at £108,372.47 (£68,000 ring fenced for capital projects and £19.885 for highways projects)

8.2 February Receipts

| | |
|--------|---------------------------------------|
| £0.70 | February Bank Interest |
| £16.81 | Public Conveniences: Public Donations |
| £11.31 | Public Conveniences; Public Donations |

8.3 February Payments

| | |
|-----------|---|
| £13.81 | Pett Parish Council: Share of Clerk's Mobile October to December 2021 |
| £220.00 | Appledore Parish Magazine annual fee for printing articles |
| £54.91 | VR Sani-Co Ltd: Sanitary waste collection February to May 2022 |
| £1,214.41 | February Salaries |

8.4 Additional March Payments

| | |
|-----------|--|
| £1,712.13 | March Salaries and 4 th Quarter HMRC PAYE |
| £6,312.00 | Arien Designs Limited: Appledore Signage production (vat £1,052.00) |
| £61.13 | Laser Energy: Toilet Electricity December to February 2022 (vat £2.91) |
| £58.50 | TP Jones & Co Ltd: payroll January to March 2022 (vat £9.75) |
| £240.00 | W Tollett Ltd: Erection of two signs for the village hall for the Appledore Signage Scheme |
| £200.00 | St. Peter and St. Paul Church: Room hire for June to March 2022 |

8.5 It was resolved to make the following payments

£35.45 Refund M Philo Administration Costs: Domaine (co.uk) 2-year renewal £28.99 (vat £5.80), Stamps 0.66

Proposed by Councillor Kinsley and seconded by Councillor Winter.

9. Appledore Signage Scheme

All signs have been delivered and checked. Martello installed the village hall display board sign and W Tollett installed the Village Hall Car Park signs and Tourist Map. The Village History Sign outside the church will be installed in June and the Court Lodge Car park Signs and Tourist Map will be installed on completion of the car park. After discussions with GTR Southern, they offered to fund the Tourist Map for installation at Appledore Station. Funding is now in place and GTR are managing the production and installation of the map. The project budget is £10,000 but has come in at £7,700, making a budget saving of £2,230. Councillor Vane provided the design work at no cost. Otherwise, the project cost would be closer to £11,000. **It was resolved to reassign the saving of £2,230 from the signage project to be spent on the children's play area for the recreation ground.**

10. Information for councillors

Parish Magazine

As mentioned during public time the parish magazine editor had stepped down and the chairman thanked her and the team for the improvements that had been made to the magazine over the last few years.

Resignation of Councillor Perkins and Councillor Vane

Councillor Perkins announced that as promised he and Councillor Vane had seen the hall refurbishment project through. They both resigned with immediate effect handing their letters of resignation to the Chairman.

Chris Vane thanked all the councillors for their trust and support over the years, their wise council and diligence, in particular James Perkins. He believed that the parish council had achieved much in the time: hall refurbishment, toilet refurbishment, new parish logo, new village signs, new parish council and village website and more to come in the linear park and investment in the recreation ground, income from the affordable home. It was time step down. He also thanked Nigel Coomber for designing the parish logo, and District and County Councillors for their support. Finally, but not least he thanked his wife for her patience.

James Perkins stated that it had been an honour and a challenge to be a councillor for the last 11 years and had enjoyed working with many dedicated people, past and present, for the benefit of the village. He felt that he would be leaving the council in safe hands but with two years of pandemic and Brexit, he had to prioritise his business. He thanked the District and County Councillors and all who had supported him in particular Chris Vane.

11. Date of Next Meeting

Monday 9th May 2022, 7.30pm, at the village hall (small hall). Parish Meeting will be Thursday 19th May 7.30pm. The meeting closed at 9.30 pm.

Regulated by RICS



Mrs M Philo
Appledore Parish Clerk
Island Cottage
Swan Street
Wittersham
TN30 7PH

1 March 2022

Dear Mrs Philo

Re: Appledore Village Hall and Public Toilet Refurbishments

I write to you with respect to parish Councils instruction to observe and provide advice, costings and opinion as to the quality of the above work.

The work was undertaken by Martello a developer who to develop a field adjacent to the village hall. Part of the agreement for being allowed to develop the field was that the contractor would refurbish the public toilets and village hall along with constructing a new extension to the village hall.

Sibley Pares were requested to monitor the works and provide a costing for the work as if it were being undertaken by an independent contractor. To do this the Spons Architects and Builders price book was used to provide costs. Where a cost could not be found within the price book a cost was built up by using materials sourced from local builders merchants and the internet. Cost for labour was taken from the price book.

The first project to be undertaken was the toilet refurbishment. This work was undertaken in a professional manner and to a high standard and over a short period. Once the work was completed a costing exercise was undertaken and the value of work completed was considered to be £40,093.19. A pre contract estimate of £30,000.00 was provided by the contractor.



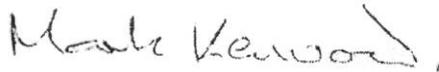
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The second project to be undertaken was the refurbishment and extending of the village hall. The project was again undertaken in a professional manner to a high standard using good quality materials. This work took a longer period to complete and was subject to two lock downs and was hampered by shortages in materials and delays, in delivering materials. The project completion was extended slightly due to these issues. After completion a costing exercise was undertaken, and this produced a pre-VAT figure of £630,206.32. The pre contract estimate was £437,000.00.

In my opinion the works undertaken by Martello have been complete to a high standard using good quality materials. The design of the extension and internal fit out is also of a high standard. Overall, I believe the works to the toilet and village hall are good value for money.

Yours sincerely



Mark Kenward MRICS, MCIQB