



**Draft Minutes of the Meeting  
2<sup>nd</sup> December 2019 at 7.30 pm  
Appledore Village Hall**

**Present**

Councillors: James Perkins (Chair), Helen Hennig, Lyndsey Jenkins, Charles Wilkinson, and Chris Vane.  
In Attendance: County Councillor Mike Hill, Borough Councillor Mick Burgess and the Clerk Mary Philo.  
Members of the Public: 9

**Formalities**

- I) The council was quorate (LGA Act 1972 sch12, 12/28/45).
- II) Apologies had been received from Councillors Hiskey and Winter (LGA Act 1972 sch12, 12).
- III) Declarations of interest and dispensations: None (Code of Conduct).

**2. Approval of Draft Minutes**

**It was resolved to agree the minutes of the meeting held on 4<sup>th</sup> November 2019 as a true record.**  
Proposed Councillor Vane and seconded Councillor Wilkinson (LGA Act 1972 sch12,19.1).

**The meeting was adjourned at 7.33 pm**

**Planning Application 19/01550/AS Blenheim Lodge, Heath Road**

The owners and their architects explained the proposed alterations which were intended to make a more energy efficient and modern house as well as a family home with privacy from the coach station.

**Report from the Footpath Warden Paul Ripley**

The steps on the footpath at Old Way had been strengthened. The warden highlighted that where footpaths had been blocked for many years, he did not hold the authority to have these obstacles removed and so these issues would be reported time and again. County Councillor Hill offered to speak to the Public Rights Of Way department about these.

**Antisocial Behavior on the Recreation Ground**

In response to query, the Recreation Ground Chairman was advised that following on from the last meeting at which he highlighted the issue of antisocial behavior issues he had experienced, councillors had called on the homes around the recreation ground to speak to residents. Very few residents had experienced any issues and the owner of the field had advised that the sheep had not been worried. PCSO Katherine Richard had tried, unsuccessfully, to contact the Chairman. The PCSO had checked all the calls to the police and there had been no antisocial behavior reports in the last 6 months. The break-in to the pavilion was recorded but is considered property damage. The same went for damage to the public toilets. The council would be sending a letter to residents advising them to report any incidents. Until there was a body of evidence the council would be unable to make any further progress. A low-key item was included in the parish magazine. The Clerk was still to check the minutes for any references to alterations to the footpath on the recreation ground. The recreation ground would be kept up to date in future. The recreation ground chairman advised that any barrier would be on a timed mechanism so that the gate would be opened during the day when residents would usually access the ground. The gate would be closed at night.

#### **Ex- Council Field**

In response to query, it was advised that the planning application was currently stalled as the planning officer had been ill and his work load was being redistributed.

#### **Report by County Councillor Hill**

##### **Brexit**

Currently 25% of the items entering Dover are rejected by Trading Standards. Five additional Officers have been hired to help with the expected increase in counterfeit goods and other unsafe goods.

#### **Report by District Councillor Burgess**

##### **Waste Bin Collection**

Biffa were once again collecting small electrical appliances if left in clear bags with the black bin.

#### **The meeting was reconvened at 8.36 pm.**

### **3. Item 4 Brought Forward – Planning (Town and Country Planning Acts 1990 sch1/2010)**

#### **I) Ashford Borough Decisions Advised:**

##### **a) 19/01363/AS 86 The Street:**

Erection of part single/ part two storey rear extension, first floor windows to side elevation, rooflights and front porch – permitted with conditions.

##### **II) New applications for Appledore Parish Council considered at the meeting:**

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

**It was resolved to support.** Proposed by Councillor Vane and seconded by Councillor Perkins.

**b) 19/01550/AS Blenheim Lodge, Heath Road: Two storey extension incorporating alteration to roof and changes to fenestration, front porch extension, external materials, replacement garage.**

**It was resolved to support.** Proposed by Councillor Perkins and seconded by Councillor Vane.

**c) 19/01556/AS Court Lodge Road: Proposed single storey rear extension and roof lights to rear elevation.**

**It was resolved to support.** Proposed by Councillor Jenkins and seconded by Councillor Hennig.

### **4. Item 3 Finances**

#### **I) Bank Accounts as at 31<sup>st</sup> October £41,434.43.**

Councillors reviewed the first draft of budget for 2019 – 2021. There is still the last repayment of the grant to the village hall. The communications budget had been increased to cover the cost of moving the current website. The budget for solicitor costs had also been increased to cover the legal work for when the council took on the residential enabling car park with planning approval for Court Lodge. An intended increase for minor asset improvements had been removed to balance the budget. The council was advised on the day of the meeting that Ashford Borough Council intended to continue the concurrent function grant and council tax grant. These amounts would still need to be ratified by Ashford Cabinet.

#### **II) Cheques raised since the last meeting:**

£50.71 VR Sani: Sanitary waste collection from Toilets inv084679 (vat refund £8.45)

£265.00 Delamere Plumbing: Repair to vandalised ladies toilets (no vat)

£948.63 November salaries

#### **III) It was resolved to draw the following:**

£ 5.12 M Philo Admin Costs: stamps £2.62 Toilet requisites 2.50 (vat 42p)

£9.34 Pett Parish Council: share of Clerk's mobile

Note Southern Water and Business Stream have reopened the council's accounts for the public toilets.

#### **IV) Following discussion, it was resolved to open a business community (two signatory) bank account at Lloyd's and include online banking with two signatory/authorisation requirement.**

The level of restriction on payments to be finalised with further information. Proposed by Councillor Vane and seconded by Councillor Jenkins

## **5. Grant to Friends of Appledore Station Planters Scheme**

The groups objective is to make improvements to the station appearance and to bring the villages in Romney Marsh together with Appledore taking the lead. It intends to cover running cost from sponsorship from local businesses. Appledore is a mainline station which means you can travel to anywhere in England from it. There is a planned track upgrade to bi-mode which will allow faster trains and Network Rail plan to refurbish the building by the first quarter of 2020. A defibrillator will also be installed at the station by GTR. Community transport from New Romney to Appledore station is currently under consideration. **It was resolved to grant £400 to Friends of Appledore Station towards the planters' scheme.** Proposed Councillor Vane and seconded Councillor Helen Hennig. (1972 Act s 137)

**6. It was resolved to support Christmas celebrations (Carol Singing) in Appledore by funding a tree and accessories to the value of £300 (1972 Act Sect 145).**

## **7. Website Service Provider – Review of investigation of other providers costs and services**

The existing Parish Council website has to be replaced to meet new accessibility legislation and GDPR. An initial investigation by the Parish Clerk has demonstrated that the Council should budget for a minimum of £1000 for the changeover to a new site and an increase in hosting costs, potentially up to £400 per annum. It was resolved that the Parish Council would not proceed with EIS (Cantium), the existing supplier, as their proposed solution would be expensive and provide services which would not be required. Councillors will familiarise themselves with the details of requirements before voting to decide which website service provider to use at the January 2020 meeting (1976 Act Miscellaneous).

## **8. Highways and Byways**

### **Highways Improvement Plan**

The new signs with lower and extended speed limits may be in place by the end of the year. Highway officers had offered to supply a bill of quantities for this work and other proposed signage changes. **Vine House at the Narrows** – Increasing the road hatching within the narrows, moving the “Single File Traffic Sign”/“Road Narrowing Sign” to where the large directional sign is sited, removal of the large directional altogether (plastic sign to remain where it is), had been discussed with the relevant residents. Highway officers had been requested to provide an estimate of the costs. Also, whether the latter would be funded entirely by APC or if Highways might be willing to pay half, before making a decision on moving forward.

### **Residential Enabling Car Park**

Savills had agreed to a more formal letter from the contractor about the terms of the handing over the car park to the council and the implementation of the traffic management plan. The council awaited the draft letter.

### **Highways Seminar 13<sup>th</sup> November**

Councillors Hennig and Wilkinson met Michael Pain who is the new cabinet member for Highways. They also met Simon Jones, Highways Director, who offered to visit Appledore and discuss any issues at a date to be advised. Reduced funds meant that there was less money available for low risk issues. Appledore Parish Council was held up as an example of a successful parish/ highways working relationship.

## **9. Recreation Ground Report – No report.**

## **10. Village Hall Report**

A monthly report is provided in the parish magazine.

## **11. Information for Councillors**

### **Weather Conditions for Council Staff**

The Clerk was requested to check employees working in the cold were adequately cared for.

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

6<sup>th</sup> January 2020, 19.30hrs in the village hall. The meeting closed at 22.45 hrs.