



**Agenda is available on [appledorekent.org](http://appledorekent.org)**

## **2<sup>nd</sup> August 2021 Notice of Meeting of the Parish Council**

You are hereby given notice that a Meeting of the Parish Council will be held on  
2<sup>nd</sup> August 2021 at St Peter and St Paul commencing 19:30hr.

All members of the Council are hereby summoned to attend for the purpose of considering  
and resolving upon the business to be transacted at the meeting as set out hereunder

Mary Philo ..... Clerk to Appledore Parish Council      Dated 28<sup>th</sup> July 2021

### **Agenda**

**Please sit 2 metres apart unless in a bubble  
Facemasks to be worn unless speaking**

#### **1. Formalities**

- I) Establish Quorum (LGA Act 1972 sch12, 12/28/45)
- II) Apologies and Reasons for Absence (LGA Act 1972 sch12, 12)
- III) Declarations of Interest: (Code of Conduct)
  - a) Members of the council should declare any Disclosable Pecuniary Interest, (DPI), or any other significant interests, (OSI), in any item(s) on this agenda, in accordance with the council's Code of Conduct.
  - b) Requests for dispensations

#### **2. Approval of Draft Minutes**

**To agree the minutes of the meetings held on 5<sup>th</sup> July 2021, (already circulated to councillors) as a true record.** (Available on <http://www.appledorekent.co.uk>)  
(LGA Act 1972 sch12,19.1)

**At this point the meeting will be adjourned for the public session.**

**County and District Councillors Reports** (Please email any questions directly to County and District Councillors)

#### **Public Session**

This session will last for 15 minutes. Members of the public will have 3 minutes to ask one question or make a statement on an item on the agenda except for the minutes. Should you wish to address other issues please contact the clerk or chairman at a later date. The public are welcome to stay and observe the rest of the meeting but are reminded that they cannot take part.

**The meeting to reconvene.**

### **3. Planning**

#### **3.1 Planning Decisions by Ashford Borough Council - None**

#### **3.2 Planning applications to consider**

I) 21/01337/AS The Quillet, 23 Court Lodge Road: Erection of detached garage

II) 21/00876/AS Little Meadows Woodchurch Road; Erection of agricultural machinery store

#### **3.3 Planning For information**

21/01323/AS Little Greenfield, School Road: Lawful Development Certificate: Proposed single storey rear extension

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

### **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

#### **4.4 To authorize 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**

See end of agenda

#### **4.6 Scarecrow Competition**

**To agree to donate £50 towards prizes for the summer scarecrow competition.** LGA 1972 section 113

#### **4.7 Flower Festival**

**To agree to sponsor a Flower Festival Display at Appledore Flower Festival.** £50 LGA 1972 section 113

## **5. Highways and byways**

Report by Councillor Helen Hennig

To agree to contract highways and pay £11,114.73 (possibly plus vat) regarding gateways, dragon teeth and signage for the following works:

- 1) Kenardington Road entrance to village: Dragon teeth and gateway
- 2) Canal Bridge entrance to village: Dragon teeth and gateway, plus a variety of sign changes before bridge including new direction sign with Appledore Station and 2 x 30 mph road surface roundels near Military Road junction with bridge
- 3) Village side of 'Narrows': New directional signage including Appledore Station
- 4) Woodchurch Road to Fourwents: 3 x 30mph road surface roundels
- 5) Tenterden Road entrance to village: Dragon teeth and gateway

### **Highways' ring-fenced funds**

To reconfirm that the current ring-fenced sum for highways expenditure remains as it is which is a total sum of £20,000. The above expenditure and traffic survey to come out of this amount.

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

**We are just revisiting what we have already agreed but stating where the funding is coming from.**

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

### **Recreation Ground**

To agree, 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.

### **Appledore Signage**

To agree that £10,000 from the remaining funds from the sale of the council field is allocated to the capital project - signage - in Appledore including new car park, church history sign, car park direction sign.

## **7. Queen's Platinum Jubilee**

Report on progress by Councillor Kinsley.

## **8. Information for Councillors**

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.

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

Monday 6<sup>th</sup> September 2021, 7.30pm, St. Peter and St. Paul.

## Appledore Parish Council First Quarter Financial Report 2021-2022

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 to be agreed at the meeting) and £ 13,000 reserve.

As a reminder I would to restate the end of year figures

Bank balances as at the 31 <sup>st</sup> March	£105,752.84
Of which capital projects only	£ 70,000.00
And ring-fenced highways money	£ 19,238.00
And recommend reserve	£ 13,000.00
Leaving	£3,514.81

As a result, it is evident that if the council spends significantly more than the anticipated budget, then the council may lead to a reduction in its' reserve.

### Receipts

Total receipts for the period is £13,609.39. This is primarily made up of the precept the parish council's share of council tax. I anticipate little or no income from solar panels and reduced public donations from the public conveniences. 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.

### 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 has just been completed. Additionally, as the noticeboard at the village shop had to be repair it was refurbished at the same time along with minor repairs to the other two boards. The bill for this and 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 parking, while the hall is refurbished, has been paid and is allocated to the contingency fund.