



7th September 2020
Minutes of the Meeting
7.30 pm Appledore Village Hall

Present

James Perkins (Chair), Roger Hiskey, Helen Hennig, Lyndsey Jenkins, Charles Wilkinson and Chris Vane

In Attendance: County Councillor Mike Hill and the Clerk Mary Philo

Members of the Public: 5

Due to technical issues, the meeting commenced at 7.44pm

1. Formalities

I) The council was quorate. (LGA Act 1972 schedule12, 12/28/45)

II) Apologies had been received from Councillor Winter and District Councillor Burgess.

(LGA 1972 schedule12, 12)

III) Declarations of interest and dispensations: None.

(Code of Conduct)

2. Approval of Draft Minutes

Following minor amendment, it was resolved to agree the minutes of the meetings held on 27th February (Extraordinary), 2nd March, 20th March (Extraordinary), 3rd April (Extraordinary) and 6th July (Extraordinary) as a true record. Proposed Councillor Wilkinson and seconded Councillor Hiskey

(LGA Act 1972 schedule12,19.1)

Adjournment of Meeting for Reports and Public Question

The meeting was adjourned at 7.48 pm

Report from District Councillor Hill

Pandemic

The County Council is still in response mode with Adult Social Services supporting Care Homes and Test and Trace and Community Wardens checking on and supporting vulnerable people. However, with the very big reduction in the infection rate emphasis is now shifting to recovery mode and we are moving this forward as soon as we sensibly can.

Present Position with Services

30 Libraries will be open by end of September including Tenterden which opened last month. Mobile library service will also resume from 14th September.

Birth and death registrations is back to normal with the backlog now cleared. The service is still running by telephone.

Wedding and Citizenship Ceremonies have restarted with social distancing.

Country Parks including car parks and play areas are all open.

Household Waste Recycling Centres are all open with timed bookable slots. Ashford site had to close for urgent maintenance on 31 August and will reopen on 21st September.

All schools are fully open from as of the 7th September and many schools welcomed pupils back last week with nearly 100,000 pupils in school. School transport has been a major concern and over 240 services have been adjusted and 100 vehicles added to the network in order to provide capacity in accordance with transport rules.

Brexit

The other big issue looming ahead is the end of transition on leaving the EU on 31st December. We have been doing a great deal of planning with government to minimise the disruption to Kent, to the Port of Dover and to our transport links – particularly the M20. How much disruption there will be is difficult to judge but it could be considerable.

Unaccompanied Asylum-Seeking Children

We also have the continuing problem of unaccompanied asylum-seeking children and as you probably saw the county council have regrettably had to inform government that it can no longer safely take in anymore young people. These are now being distributed to other authorities.

Money

This is a major concern. The impact of Covid this year on KCC was some £118m. This was offset by government grants and underspends from curtailed services but we still need to find an extra £12.8 million this year and we are tabling an emergency budget at full Council on Thursday (10th September) to enable us to balance the books.

Next year is looking very difficult indeed and without further government support we are facing an unprecedented level of cuts in our budget, leading inevitably to service reductions. We will know more about government support in the autumn but meanwhile we are hoping for the best and planning for the worst.

Public Questions

County Council Budget Costs

In response to query, the county council would consider redundancies and salary reductions as part of reviewing services for next year.

Ex-Council Field Residential Development

A member of the public, as a doctor who worked through the pandemic, expressed concern that everyone would be living long term with Covid19 and maintaining social distancing. The village hall would not be sustainable long term with the required social distancing for activities over 15 minutes long. It was suggested that a larger free site in the village was available for a new Covid designed village hall and that the village should be consulted again on what it wanted in the future.

A query was also raised about the inclusion of trees within the linear park and its approval as well as the funding of the pedestrian crossing. The linear park design had been open for public comment at one of the open days and then it was approved as part of the planning application. It may include a few trees by the public toilets but no further trees are planned.

In addition to the contract with Appledore Parish Council, the developer is required by Ashford Planning Authority to make a payment towards infrastructure improvements within Appledore known as section 106 payments. The sums paid under section 106 are calculated by Ashford Borough Council. When Ashford asked the parish council to suggest projects for each category, we consulted with the relevant local groups. With regard to the allotments the improvements put forward are water supply and rabbit proof fencing.

A request was made for an alternative presentation of the funds available to Appledore Parish resulting from the sale of the council field splitting out the direct payment to the parish council and the indirect payments made to the Ashford Borough Council which are initially reserved for Appledore.

Land Adjacent to Wells House, 4 Court Lodge

A director of Court Lodge Developments provided an update on the current site work. 39 of the 60 days of newt and other reptile trapping and relocating had passed and as of the meeting no newts had been captured. It was also advised that the few alterations made to the design resulted from the public open sessions on the proposed design and layout for the 4 dwellings and revised layout for the car park. The distances between the three originally smaller houses had been increased as suggested. More trees would be included in the screening around the car park as requested. The decision to replace the much larger dwelling of plot four with 2 houses about the same size as the other 3 dwellings resulted from a few residents commenting that the size and style was incongruous with the neighbourhood and with a

directly neighbouring property. Additionally, the economic change from Covid would have an effect on the selling of the homes when completed.

A member of the public stated their concern about the alterations and queried how Court Development Limited react should the new application be refused. and noted that as it had taken so many years to get to this point that the parish council would prefer no further delays.

Reconvening Meeting at 8.19pm

3. 20/00975/AS land Adjacent to Wells House, 4 Court Lodge

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

Amendment to layout and design of car park and dwellings under 17/00926/AS (Residential enabling development consisting of 4 detached dwellings with associated car park and landscaping to create a new 41 space public car park including new pedestrian footpath linking Court Lodge Road to The Street) including increase in units from 4 to 5 dwellings

Councillors had reviewed residents comments submitted and Court Developments explanation of alterations. The chairman and Vice-Chairman supported the proposal to support the draft support comment. **It was resolved to support the application and comment as follows:**

Assuming that all conditions that have not been dealt with on the original application in particular those relating to the car park will be reinstated, the parish council supports the new application.

The new layout for the car park is an improvement and the resulting repositioning of dwellings means that the car park is less intrusive to the surrounding properties. Its entrance is also nearer to the centre of the village and easier to enter and exit. The number and dimensions of the homes appear to be in keeping with the very varied surrounding neighbourhood.

As the Parish Council is the beneficiary of the car park, we understandably do not wish for anything to delay its provision. An additional house to the scheme is not unreasonable.

For the sake of transparency, the parish council advises that it is working with Court Developments Limited on the conditions and details relating to the car park.

4. Ex-Council Field Residential Development

The leaflet had been produced under delegation in order to keep residents updated. Martello along with the Chairman and Clerk had reviewed it. Section 106 payments made by Martello could now be published as the figures and requirements had been agreed at the planning meeting on the 19th August. Solicitors from each party will finalise the paperwork. Ashford Borough Solicitors were yet to respond to contact already made. Councillor Hennig expressed concern about accomplishing the crossing and whether residents at Heathside wanted a play area. The crossing was approved as part of the application and the crossing design will as per highways requirements. When Ashford had asked about where an additional play area could be placed as part of infrastructure improvements, Heathside was put forward but Ashford were advised that due to the limited time to respond, residents had not been consulted.

The recent leaflet is an update but to clarify the figures which are already in the public domain are as follows:

The council field had been sold for £775,000. Martello will pay in cash and refurbishment work (refurbishment budget allowances across the village hall and toilets may alter as the build progresses but the total cost will remain the same)

Sale of Council Field	£775,000
Payment as follows	
Cash	£70,000

Village hall extension refurbishment and car park refurbishment works	£407,000	
Recreation ground (projects to be agreed by the council)	£16,000	subject to acceptance by the Recreation Ground Charity
Public Toilets	£30,000	
Play area safety improvements	£2,000	
Three Bedroom Detached House on the development	£250,000	
The Pedestrian crossing will be paid from the cash payment and may cost approximately £20,000 – £30,000.		

Additional Developer contributions under section 106 payments allocated to specific categories of infrastructure are as follows:

Muga, tennis court-weather surface	£22,980.00
Linear Park	£9,108.00
Heathside Play area	£15,744
Allotments	£3,888
Cemetery Provision	£5,520 which is not sufficient to buy a piece of land so Ashford may take that sum to use for other cemeteries.
There are other categories such as libraries and youth projects that charges are made by Martello but these do not involve Appledore.	

As a condition of planning consent Ashford Borough Council require the 3-bedroom house to be owned by Appledore Parish Council to be permanently held as affordable rental housing. To compensate for this condition Martello have agreed to include additional works to the value of £30,000 in the village hall refurbishment. This additional sum was accidentally omitted from the financial summary given verbally during the meeting and is included in these minutes as a correction.

Councillor Hiskey and Winter confirmed their agreement to lead conversations with residents to ascertain if Heathfield residents would like a play area and if so to involve them in the selection of appropriate equipment. If residents prefer not to have a play area, this money may be used by Ashford elsewhere.

Outside of the meeting and prior to it, Borough Councillor Burgess had suggested that Councillor Hennig and the Chairman should work with him to progress the pedestrian crossing.

5. Request for Directional Road Signage for Appledore Station

Following discussion as to if it was the right time to put up signage with several building sites underway which would alter mean further signage and noting that it would take some to ascertain the cost and details of the process through highways approval, **it was resolved to look into the cost, process and details for installing directional road signs to Appledore Station** Proposed by Councillor Hiskey and seconded by Councillor Hennig.

6. Request for Historic Tourist Map

Following discussion of whether waiting for all the developments in the village to be completed would be better to ensure that the style of the map rather than the contents of the map would reflect the place better. **It was resolved that the parish council supported Appledore History Society and Friends of Appledore Station moving forward with the creation of a Historic Tourist Map for Appledore with a view to approval.** Proposed by Councillor Hennig and supported by Councillor Jenkins

7. Date of Next Meeting

Monday 5th October 7.30pm. Meeting closed at 9pm.

Information

Finances

I) Bank Accounts as at

29th February £30,546.91,
31st March £ 28,838.38
30th April £41,940.07
31st May £ 35,875.65,
30th June £34,246.77,
31st July £32,333.73

II) February, March, April, May, June, July Receipts and Payments

February Receipts

£25.94 Public Donations from the Public Toilets
£50.00 Black Lion Contribution to Christmas celebrations in Appledore
£3.20 February Bank Interest

February Payments

£28.02 Pett Parish Council: Share of mobile phone for Clerk 3 months catch up
£12.73 M Philo: administration costs: stationery 5.75, toilet requisites £8.98, vat £1.50
£90.00 Village Hall room hire October – March
£31.94 Castle Water – New Account – fresh water for conveniences
£500.00 Appledore Parish Magazine – Donation (LGA 1972 section 137) New printer
£974.28 February Salaries

March Receipts

£3.66 March Bank Interest
£26.72 March Public Donations from the Public Toilets

March Payments

£39.73 M Philo: administration costs: domain name £29.99, stationery £ 5.75, toilet requisites
£2.99 (vat refund £6.46)
£9.34 Pett PC: share of Clerk's mobile
£220.00 Appledore Parish Magazine: annual charge for monthly publishing in the magazine
£52.80 VR Sani: March to June: Sanitary waste collection (vat refund £8.80) – Service suspended
during Covid-19. Rebate given on July to September
£58.50 TP Jones: payroll provider January to March 2020
£300.31 Castle Water: Freshwater April 19 – June 20
£1,058.23 March Salaries

April Receipts

£287.13 Castle water: refund from erroneous account closure
£26.99 Pett PC: Refund for condolence book
£13,000.00 First Half of Precept
£421.00 First half of Council Tax Support Grant
£525.00 First half of Concurrent Grant

April Payments

£59.22 Laser Energy December to February Toilet Electricity (vat refund £2.82)
£80.97 M Philo: 3 Condolence books (vat refund £13.50)
£22.94 B Gray: Padlocks for toilets (vat refund £3.83)
£998.73 April Salaries

May Receipts

£26.99 Iden PC: Refund for condolence book
£3.32 May Bank Interest

May Payments

£41.00 C. Vane: Covid-19 leaflet
£5,048.75 Public Works Loan Board: Last payment for village hall grant loan
£1,004.98 May Salaries

June Receipts

£29.77 March to May Public Donations from the Public Toilets
£0.18 June Bank Interest

June Payments

£49.78 Laser Energy: March to May toilets electricity
£76.03 Iden PC: Share of new printer for Clerk
£285.00 M Cuerden: Internal audit fee
£37.00 C Vane: Court Lodge Car Park Leaflet
£49.99 M Philo administration costs: Laptop security
£1,161.03 June Salaries

July Receipts

£0.18 July Bank Interest
£47.00 Court Developments: Court Lodge Car Park Leaflet
£94.11 June to July Public Donations from the Public Toilets

July Payments

£58.50 TP Jones: payroll services April to June
£30.04 Business Stream: February to March Waste Water for Toilets
£386.09 KALC: annual subscription (vat refund £64.35)
£352.46 D B Griffiths: Noticeboard refurbishment
£42.71 KCS: Toilet requisites
£80.00 P Caro: Village Road Sign Cleaning
£1,104.53 July Salaries

III) 2019-2020 End of year Financial Report

From a financial view point the parish council was most active in succeeding in bringing to fruition Highways improvements. The parish council completed the investigatory stages and the implementation of the speed reduction scheme. This led to expenditure from the £30,000 ring fenced for the project, of £10,762: leaving £19,238.

Separately, the council budgeted expenditure of £30,880 and remained within budget with total spending of £ 28,126.

Running the council remained within budget. It should be noted that the council has seen small increases to running costs across all areas except for training. The budget for solicitors was not used at all.

Managing the public toilets also remained within budget. The water supply exceeded predicted costs because of the accidental closure, by suppliers, of the accounts, resulting in payments having to be made to both the old and new account. The overpayment has since been refunded. The final bill is still to be resolved via a water meter reading however all readings are still suspended. Similarly, the installation of a modern electric meter is delayed due to COVID-19. Vandalism of the ladies' toilets cost £330. The urgency of maintenance of the toilets' internal furnishing grows every year. I would recommend a complete overhaul of the premises this year. The move to buying cleaning products off the shelf continues to save money.

There was no expenditure on street cleaning supplies, grass cutting of the council field nor minor highways works, whilst £330 was spent on repairing the telephone kiosk door.

The council made donations to Friends of Appledore Station £400 and Appledore Parish Magazine £500. The Christmas tree for the village was a new initiative between the Black Lion and the council. There is some outstanding expenditure: road sign cleaning and noticeboards of about £300. All income was collected including a vat reclaim for the year from HMRC: total income for the year being £31,000, whilst £29,335 was estimated.

As at the 31st March 2020, the bank balances (considering unrepresented cheques but not unrepresented invoices) stood at £28,838.46. Money ring fenced for highways improvement schemes being £19,238 and the remainder £9,600 is just less than the recommended amount that Appledore Parish Council should hold.

IV)2020-2021 First Quarter Financial Report

Taking into consideration unrepresented payments but not unrepresented invoices. as at the 30th June 2020 the bank account stood at £34,246.77. This quarter has been defined by the COVID-19 pandemic. The council functioned under delegation to the Clerk along with the Chairman and Vice Chairman.

Total Income (receipts) for the period £14,323.81.

The council received 50% of its precept (its share of the council tax) being £13,000. The council also receives two small annual grants.

First the council tax support grant originating from central government, a share of which is handed out from the county council to the borough council and then in turn to parish councils. Although central government is no longer assisting with the financial impact of ceasing to refund the cost of discounts on council tax, parish councils in Ashford continue to receive a grant in relation to this.

The other concurrent function grant is for carrying out a service on behalf of the borough council such as grass cutting and litter picking. These are paid in two equal instalments. In April the parish council received £421 council tax support grant and £525 concurrent function grant. The other instalment for these will be in September.

A Feed in Tariff Payment is usually received each quarter from EDF for the solar panels on the village hall. Covid-19 travel restrictions meant no reading could be taken however a catch-up payment for energy produced will be made when the next quarter's reading is taken.

Interest paid on the bank account is small and will be reducing to pennies as the interest rate was drastically cut in July.

Some of the monies owed from the public convenience water and waste accounts being erroneously closed down by Business Stream has been returned.

The short closure of the public toilets has reduced the amount of donations received. Only one deposit was made in this quarter as Tenterden NatWest Bank is no longer accepting cash deposits at the teller. I am currently registering for Business Quick Deposit.

The council's efforts to set up an account with Lloyds Bank to provide online banking with effective safety measures has stalled with Lloyds moving personnel to cover banking issues for the vulnerable. Lloyds has still not reinstated the opening of new accounts.

As the parish council depends solely on the tax paid by residents, the council's financial position is unaffected by the pandemic.

Total Expenditure (payments) for the period £8,915.42

Although the council did not meet, council employees continued to work as per normal. After 7 years of over use the Clerk's printer finally died and a new more suitable one for a small office was acquired with the cost being equally shared between Appledore, Iden and Pett Parish Councils, £76 each.

Whilst the toilets were closed to the public, they were made available to key workers and street cleansing continued as normal. No small jobs could be dealt with during lockdown so expenditure is mainly salaries and public convenience service bills.

Councillor Jenkins, in an independent capacity, ran the COVID-19 buddy scheme for Appledore and the council assisted with publicising this by means of a flyer distributed to every household in the parish.

Thanks to all those who helped out and continue to do so. The cost of the flyer being a very small contribution.

The progress of the planning application for a residential development on the ex-council field, through Ashford Borough Council as Appledore's local planning authority is incredibly slow. Fortunately, all costs and the additional costs resulting from the delay are borne by the developer Martello.

The last payment of £5,048.75 was made to the Public Works Loan Board for the grant to the village hall. With the relaxation of lockdown, the council assisted with the drop-in sessions on the Court Lodge Residential Enabling Car Park producing and delivering the flyer to all homes, the cost of which Court Developments Limited offered to cover.

There has been no further expenditure on Highways Improvements Scheme so the ring-fenced amount remains at £19,238.

Finally, the outstanding invoices from the previous years of about £300 are still to be presented.

APPLEDORE HIGHWAYS & BYWAYS UPDATE

Having worked with Charles Wilkinson over the past 3 years as assistant Highways & Byways Councillor, I took on the lead role when Charles stood down. I thought it would be useful to give a reminder of what we have achieved and what the Council still hope to achieve in the first phase of improvements. As a result of the eight speed and traffic surveys and extensive discussions with Kent Highways, we achieved the following:

- Extension of the 30mph limit in The Street up to and through the Four Wents crossroads, including Woodchurch Road where it was 40 before the national speed limit
- Reduction of the national speed limit approaching from Tenterden and through the School crossroads from 60mph to 40mph from The Pines and down to 30mph at the bend
- School Road, which was in parts the national speed limit, is now 40mph throughout
- The national speed limit on Kenardington Road has been reduced to 40mph from approximately the entrance to Gusbourne
- Approaches to Four Wents crossroads have been reduced from 40 to 30mph.

The above was not only based on the surveys but other criteria, previous data and extensive site inspection. Having taken on board comments at the Open Day, we tried our best to achieve further extensions and changes on your behalf but, as so often, were met with many reasons why things could not be done! Our current goal is to remove the roundels (speed road markings) at the end of The Street as these are badly worn and still clearly show the 40mph, to press for repeat small 30mph/other speed indicators along the stretch passing Scotland & Bates and up to the crossroads and to re-instate the Appledore Village sign where appropriate. I have now been told by the Schemes Project Manager that, due to the government initiative "Emergency Active Travel Fund" – mainly improvement and increase of cycle paths and footpaths due to Covid - we might not achieve our works until Spring/Summer 2021. I have the support of Mike Hill, our County Councillor, whom I have met recently and who will do his best to support us to complete Phase 1. I have met with a number of residents at Heathside to discuss their concerns, including bikes and speeding, and hope to start Speed Watch and Freight Watch with your support when works are complete. Thank you, Charles, for all your hard work and leadership. It will not be the same photographing those pot-holes without you!

Appledore Village Hall Report

3 September 2010

As you will be aware the hall has been in lockdown from 16 March 2020 until the reopening date of 17 August 2020.

We have received a grant from the government of £10,000 when has been paid into the general account. Prior to reopening we have completed a risk assessment and completed the various actions that this identified.

Since reopening we have a limited uptake. The keep fit aerobics class took place on Wednesday 2 September, other regular events are booked in. A market is booked for the near future. There are a limited number of private events scheduled.

We had a trustees meeting (socially distanced) on Friday 28 August. We discussed the forthcoming refurbishment. We decided to limit the bookings of the hall to the "regular" users and not to accept any

further “private” events such as weddings. These events are booked well in advance and we felt the risk of disappointing such hirers was high.
The hall will be losing the Chair and the parish council representative who are leaving the village. Three trustees remain and this is sufficient to satisfy the law. However, it does not provide resilience and more trustees are being sought.
So much of the hall’s activity now depends on the timetable for the refurbishment.

Huw Jenkins
Chair of the Village Hall Trustees