

APPLEDORE PARISH COUNCIL



6th June 2022 Minutes of the Meeting 7.30 pm Village Hall

Present

Roger Hiskey (Chairman), Helen Hennig, Gary Kinsley, Charles Wilkinson and Derek Winter.
In attendance: County Councillor Mike Hill, District Councillor Mick Burgess and Clerk Mary Philo.
Members of the Public: 19

1. Formalities

I) Quorum

The council was quorate.

II) Apologies

None.

(LGA 1972 schedule 12, 12)

III) Declarations of Interest and Dispensations

None.

(Code of Conduct)

IV) Resignation of Helen Hennig from Office

Councillor Hennig announced her resignation at the meeting having sent an email to the chairman just prior to it. Helen felt that this was the time to step down and there were three candidates standing for co-option, hoping that they would all be able to join the council. Helen had worked very positively for the village, running the public toilets and been instrumental in setting up Friends of Appledore Station and Friends of Appledore Footpaths. Helen hoped to see the proposed gateways be erected and offered background support. Helen will continue to serve the village but not as a councillor. The chairman thanked Helen for her service over the years.

The Clerk advised that the usual process would have to be complied with and that the next stage would be to advertise the notice of vacancy for Helen. Councillors could therefore only co-opt two councillors at this meeting.

2. Co-option for two Councillor Vacancies

The Chairman advised that Kevin Nicols had withdrawn due to his health. The Monitoring Officer at Ashford Borough Council and the legal adviser available to the parish council through the Kent Association of Councils had both advised that there was no legal way to take on all the candidates. With the withdrawal of Kevin Nicols, a simpler voting system would be used. That of one ballot paper detailing all candidates' names, with councillors to put a cross against two candidates names. The unselected candidate was encouraged to stand again to replace Helen Hennig.

The PCSO in attendance assisted with the count of the vote. Toby Davis and Chester Lusk were elected. They both signed their acceptance of office and joined the other councillors.

3. Approval of Draft minutes

Following minor amendment, it was resolved to agree the minutes of the meetings held on 9th May 2022 as a true record. Proposed by Councillor Winter and seconded Councillor Kinsley.

(LGA Act 1972 schedule 12, 19.1)

Adjournment of Meeting for Reports and Public Questions

Report from County Councillor Mike Hill

There had been enormous support for the Jubilee across the county and Councillor Hill thanked Appledore for his invite to plant a tree.

During the school half term and Jubilee Weekend, there had been difficulties crossing the Chanel at Dover. The lack of capacity had led to delays and operation BROCK being deployed. BROCK had since been stood down. The current capacity was not able to cope with any large peaks.

The scheme for Ukraine Asylum seekers, now had 3,000 guests and 1,200 hosts registered and up to 13,000 guests were anticipated. The scheme created additional difficulties for the county which included, finding staff and volunteers to run it, completing all the required welfare checks, finding school places. The difficulties that hosts and guests faced would mean that some relations will break down and a few guest thus being listed as homeless. The current scheme only lasts for 6 months.

Report from District Councillor Mick Burgess

The Borough Council will also experience increased pressure with taking in Ukraine asylum seekers but hoped that these will integrate into the community as well as those on previous schemes. Councillor Burgess had attended 7 other jubilee events in addition to the tree planting in Appledore and they had gone well.

Other issues the borough council faced include communications and the delayed transfer of the Inland Port Authority Officers to the Sevington site. Officers are still in the civic centre.

Report from PCSO Adam Brooks

The PCSO was attending on behalf of PCSO Richards. PCSOs are now to attend one in three of every parish council meeting. He asked residents to continue reporting issues to them (The Police) but to bear with them as the number of PCSOs for the area has continued to fall due no replacement for those stepping down and wages. The Police Force was expected to make a saving of £7 million although more new police officers have been promised. Residents were advised that a review of Neighbourhood Policing was just underway and encouraged residents to respond when the public consultation opened in future.

Public Questions 8.14pm

Diversity Policy

Following the co-option of two male councillors, a member of the public queried if the parish council was required to have a diversity policy since the parish council no longer had any female councillors. Another resident commented that it was more important to select the right person for the right job.

Tree Application 22/00133/TC Removal of Oak tree 4 Maple Place

A number of residents spoke and made the following comments:

- A call for the council to object to the application and to request an emergency Tree Protection Order as this ensures further protection to that already provided in a conservation area: fines and the requirement to replace a tree
- The tree had been surveyed as a category A tree of good condition and form
- The removal of the tree may provide a corridor for access to the field below and to allow for further housing development

- Since 2006 the number of houses on Court Lodge Road had increased from 17 to 26 which represents an increase of 150%
- The tree provided a very good habitat for birds, insects and fauna which would not be easily replaced even with substitute trees
- Concern that approval would set a precedent for more trees on the site to be removed.
- The oak tree was not on the applicants' land
- A complaint that the address had been published incorrectly and thus misdirected those interested
- Applicants must have been aware of the tree when they bought the house
- The difficulty of cars passing at 'The Narrows' close to the site, will only be made worse with more housing

Discussion of Recreation Ground Improvements

In response to query it was advised that the discussion was being held without the public as it included quotes from local contractors. It is an exploratory discussion and nothing would be decided.

Car Park – Court Lodge Road

A resident mentioned that rubbish and rubble had been left in a corner of the car park. This will be investigated.

The meeting reconvened at 8.34 pm

4. Planning

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

4.1 Planning Decisions by Ashford Borough Council

I) 22/00524/AS 1 New Rents, Kenardington Road: Demolition of existing garage. Proposed two storey side and rear extension with solar panels. Replacement of existing glazing. Erection of single storey garage. External and internal alterations – Refused.

II) 22/00525/AS 2 New Rents Kenardington Road: Demolition of existing storey element, erection of replacement single storey rear extension. Internal alterations. Proposed dropped kerb and new driveway. Replacement of existing glazing. Reinstatement of proposed entrance door – Refused.

III) 21/00656/AS (Lawful Development Certificate) Griffin house, School Road: Existing use of land as domestic garden – Not Lawful

4.2 Planning Applications Considered

There were no applications to consider but a discussion of the tree application was held.

22/00133/TC 4 Maple Place, Court Lodge Road: Removal due to excessive shading to rear garden and house. Tree in close proximity to property. Replant with two native saplings (oak & ash)

Even though the email advising of the application to remove the oak tree, only arrived on the 1st June just before the Jubilee Bank Holiday, and only days before the meeting, Councillor Wilkinson had already visited the applicant. The home owners were absent at the time but an inspection of the site was still feasible and the actual tree confirmed by the partner of the owner's daughter. Councillor Wilkinson confirmed that the tree was not on their property nor on land owned by the applicant.

Following on, Councillor Wilkinson had contacted the department at Ashford Borough Council that deals with trees and ascertained that the Tree Officer Phil Cook was on holiday but a conversation was held with the department head Mark Chaplin. Mark confirmed that Mr. Cook would decide on the application but that based on his personal experience it appeared unlikely to be approved.

Councillor Wilkinson also highlighted that the mound very close to the tree was protected and could not be changed in any way. He tried to contact the Archaeological Officer to enquire if the tree was connected with the mound in some way and thus protected. A response was awaited. He asked the Clerk to check if there was a tree Protection Order on the oak tree already.

The council will hold an extraordinary meeting on the 13th July to consider the matter and vote on a response.

5 Residential Enabling Car Park

Court developments had advised that the transfer document will be with the council by the week of the 13th June, for it to consider. There are other aspects to be addressed including: the incomplete fencing in comparison to the plan, the erection of a gate for the footpath at The Royal Military Canal, the car space markers. The council has asked for a site meeting. Court Developments has under taken to progress the Traffic Management Plan.

The road markings for Court Lodge Road had also been refreshed.

Court Lodge Road Name Sign

As the next item was highways Councillor Wilkinson advised that Court Lodge Road name sign had been moved with the agreement of Ashford Borough Council and the owner of the property on the corner. The sign is now on the property's fence.

6. Highways and Byways

Following a query as to the number of gateways, based on the drawings provided which covered four entrances to the village, detailing gateways and/or road surface roundels at each, **it was resolved to agree the new design for the gateways at village entrances on Kenardington Road, Tenterden Road, Woodchurch Road and Station Road and the updated new cost for gateways only, of £8541.31.** Proposed Councillor Kinsley and seconded Councillor Hiskey.

7. Finances

7.1 Bank Account

As at 30th April 2022 stood at £ 111,759.93 (this includes £62,343.01 ring fenced for capital projects and £19.885 ring fenced for highways).

7.3 April Receipts

£13,000.00	ABC 50% precept
£17.05	Public donations from the toilets
£6.33	Bank Interest

7.3 April Payments

£35.45	Refund M Phil Administration Costs (vat £5.50)
£58.08	Kent County Council: toilet requisites (vat £9.60) A pack of loo roll to be recharged to Iden PC
£33.58	Kent County Council: toilet requisites (vat £5.60)
£1,215.45	April Salaries
£ 75.67	Refund R Hiskey: Annual parish Meeting refreshments

7.4 Additional May Payments

£1,210.65 May Salaries

Castle Water has now recalculated bills, for waste water for the toilets, following the new meter and has advised that the parish council is £65 in credit.

7.5 It was resolved to make the following payments

£11.88	Refund m Philo: stationery and toilet requisites (vat £1.89) and stamps £66p
£49.64	Iden Parish Council: Share of two sets of ink cartridges

7.6 Council Risk Assessment 2022-2023

Following review, **it was resolved to agree the risk management statement for 2022-2023.** Proposed by Councillor Winter and seconded by Councillor Hiskey.

7.7 Internal Audit and Statement of Internal Control 2021-2022

Having considered the internal auditors report, **it was resolved to agree the statement of Internal Control.** Chairman and Clerk signed at the meeting. Proposed by Councillor Kinsley and seconded by Councillor Wilkinson.

7.8 Annual Return Section 1 2021-2022

Having considered the 9 assertions, **it was resolved to agree Annual Governance, Section 1. 2021-2022.** Chairman and Clerk signed at the meeting. Proposed by Councillor Kinsley and seconded by Councillor Winter.

7.9 Annual Return Section 2 2021-2022

Having reviewed the paperwork, **it was resolved to agree the Annual Accounts Section 2, 2021-2022.** Chairman signed at the meeting. Proposed by Councillor Kinsley and seconded by Councillor Winter.

8. Information for councillors

Replacement defibrillator pads were on order- cost approximately £100 each.

The renewal of the council's subscription to Kent Association of Local Councils will be discussed at the next meeting.

9. Date of Next Meeting

Next Ordinary meeting: Monday 4th July 2022, 7.30pm, Appledore Village Hall. Extraordinary meeting for Monday 13th June at the village hall will be confirmed.

10. Recreation Ground Improvements

Pursuant to section 1) of the Public Bodies (Admissions Act) 1960, it was resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during the item regarding quotes for improvement works to the recreation ground

. 1972 LGA sch. 12A part 1.3

Funding available was reviewed as a reminder. As the funds from the infrastructure levy would only become available around two thirds of the way through the build for the new homes, projects dependent on these funds would have to wait till then. The parish council and recreation ground will continue to work on progressing the agreed works from Martello, in particular the swings safety surface. The recreation ground committee will work on their own improvement projects including leveling the parking area which was rutted and works to the pavilion.