

**PLUCKLEY PARISH COUNCIL****Minutes of the meeting of the parish council held on Monday 12 January 2004 at 8pm in  
Pluckley Village Hall**

Present: Janet Gwillim (Chairman), Trevor Oliver, Peter Campbell, Ann Murray, James Ashby, Alan Davies, Simon Crookston, and Russell Keep.

Clerk to the Council: Mrs J D Grebby

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- 1 Apologies for Absence: these were received from Andrew Wickham
- 2 Declaration of Interest on Items on the Agenda and any update of Register of Members Interests: There were no declarations of interests.
- 3 Minutes of the Meeting held on Monday 15 December 2003: these were approved and signed by the chairman.
- 4 Report on matters arising from minutes
  - a. Recreation Ground: Ann Murray reported that holes had appeared in the ground between the two seats near the children's play area.
  - b. Design Statement: the clerk was still waiting for two further estimates. She had received one from Bison Paper for £1,500. Rother Valley Press and Wealden Advertiser had both been contacted.
- 5 Correspondence:
  - a. The following planning consents were noted.
    - i. 03/02048/AS Lean-to building to house machinery, tractors, farm implements at Rushbrook Farm: Granted
    - ii. 03/01660/AS New window in place of doorway & removal of internal partitions at Pevington Farm: Granted
  - b. Parish News: copies of this had been circulated to all members prior to the meeting.
  - c. Other items of correspondence were circulated to members during the meeting.
- 6 'Rights of Way': Ann Murray proposed that the village appoints a 'champion' to cover village footpaths and bridle paths. It was agreed that she would initially approach members of the community (EB, IM, or JH) who may be interested before advertising for a volunteer.
- 7 The following planning applications were considered:
  - a. 03/02142/AS; 4 Sheerland Cottage, Swan Lane – alterations and extension – Resolved to support the application
  - b. 03/02099/AS: Stanford Bridge Farm – conversion of cart shed into office – Resolved to support the application but comment that members felt there was no architectural merit in the building.
- 8 To receive Reports from Committees:
  - a. Brickworks Committee – the committee would be meeting later in January
  - b. Rural Transport Initiative (Wealden Wheels) – circulated prior to the meeting and noted. The vehicle had been ordered.
  - c. Village Hall Committee – the committee would be meeting later in January. In the meantime the clerk had received an estimate of £480 from Missing regarding an intruder alarm system. It was suggested that if this were implemented then a group of volunteers would be needed to attend if the alarm was activated. It was further suggested that sodium lights could be fitted to the exterior of the hall for additional security.

- d. Hog Fair Committee – the committee would be meeting later in January
- e. Hills and Other Unknown Donors Trustees – £400 had been distributed to 8 parishioners on 21 December 2003. This included £50 donated to the charity by the Bacon Charity, which had over the past few years realised that amount in interest. A letter had been received from a parishioner asking why she was not a recipient of the charity. The trustees would be meeting during January.

9 To approve the accounts for payment:

<i>Payee</i>	<i>Amount</i>	<i>Cheque No</i>	<i>Service</i>
David Heasman	£84.00	1062	Street cleaning
Jackie Grebby	£588.19	1063	Clerk's salary
Jackie Grebby	£40.00	1063	Clerk's agreed expenses
SLCC	£72.00	1064	membership subscription
ABC	£35.00	1065	Lotteries & Amusements Act 1976 (Fete)
BT	£91.91	1066	Clerk's telephone
Staples	£21.47	1067	Office supplies
Scribe 2000	£195.00	1068	Accounting software
Inland Revenue	£152.60	1070	Clerk's deductions & NIC
BT	£26.80	120	VH telephone
Sue Exell	£90.00	115	VH cleaning
Initial Textile	£34.00	116	VH Hygiene
All Seasons Garden Care	£70.00	117	VH grounds
Seeboard	£206.23	118	VH electricity
Cleanaway	£139.91	119	VH waste bin
Jackie Grebby	£11.90	1069	Petty cash reimbursement (Travel £4.42, postage £7.48)

10 Items for Next Agenda

- a. RoSPA Report: Ann Murray
- b. Annual Village Clean Up
- c. Clerk's report.

11 Date of Next Meeting was agreed for Monday 9 February 2004, 8pm

There being no further business the meeting closed at 8:48pm

## Pluckley Parish Council: Brickworks Sub-Committee

Minutes of the meeting held on Wednesday 21 January 2004, at 8pm in Pluckley Village Hall.

Present: Janet Gwillim (Chairman), Paula Malpeli, James Ashby, Russell Keep, Jessamy Blanford, Stephanie Banham, Mike Whatman, and Jackie Allen and two other persons.

Clerk to Pluckley Parish Council: Mrs Jackie Grebby

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1. **Apologies for Absence:** These were received from Richard King
2. **Minutes of the last meeting:** the minutes of the meeting held on Wednesday 26 November 2003 were agreed and signed.
3. The reply from KCC in response to the letter sent to them was read out and also the letter recently sent to ABC, to which an answer was awaited. It was agreed that, until this was received, the barrister would not be approached again. It was further agreed that any approach to the Local Government Ombudsman would also be held off until replies had been received from ABC.
4. It was noted that the situation was 'outside of time' for an application for a Judicial Review.
5. Mr Ellard asked what regulations were to be found in the Town and Country Planning Act. These might be found on the HMSO website.
6. Finance and Fundraising:
  - a. The barrister had been paid and currently there was £1,127 in the funds.
  - b. The quiz and 'chimney' had proved successful. Another quiz sheet was proposed and the 'chimney' was available for other functions.
  - c. The 'Call My Bluff' event had been postponed to 21 February.
  - d. The Auction of Promises was still under consideration, but it was hoped that something could be put into the March parish magazine asking for donations.
7. Publicity: As things were slow there was little to be done to promote the campaign at present. More posters would be put up.
8. Any other business:
  - a. It was agreed to put together a team for the cricket club Quiz night on 17 April. It was hoped that they would reciprocate and supply a team for 'Call My Bluff'
  - b. It was agreed that a stand would be taken at the Pluckley Hog Fair on 3 July.
9. Next meeting: this would be (provisionally) on Wednesday 11 February, 8 pm in Pluckley Village Hall.

There being no further business the meeting closed at 9:10pm.

***Minutes of the meeting of Pluckley Parish Council held in Pluckley Village Hall, on Monday 9 February 2004, at 8pm.***

*Present: Janet Gwillim (Chairman), James Ashby, Peter Campbell, Andrew Wickham, Ann Murray, Alan Davies, Russell Keep.*

*Clerk to the Council – Mrs J D Grebby*

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- 1 **To Accept Apologies for Absence.** These were received from Trevor Oliver, who was unwell, and Mr Crookston who had been delayed.
- 2 **Declaration of Interest** on Items on the Agenda and any update of Register of Members Interests. Mrs Gwillim declared an interest in planning application no 04/00090/AS and Mr Ashby in planning application no 03/01935/AS. The clerk advised that as these should be considered as 'prejudicial' interests then these members should be expected to leave the meeting when those items were discussed.
- 3 **To Approve the Minutes of the Meeting** held on Monday 12 January 2004. These were agreed and signed as correct.
- 4 **Report on matters arising from minutes**
  - a. **Rights of Way:** Ann Murray reported that Elizabeth Bloom had very kindly consented to act as village 'Rights of Way' Warden. The Clerk would be writing to Mrs Bloom.
  - b. **Wish list:** ABC had acknowledged receipt of the Pluckley 'Wish List' and said they would be collating and assessing them over the next couple of weeks. They would be contacting parish councils in due course with regards to the issues raised.
- 5 **Correspondence:**
  - c. **Planning**
    - i. Planning Application 03/01935/AS 45 Westfields: Garage. A letter had been received from Ashford Borough Council regarding the PC's request that this application be referred to the ABC plans committee and replying to the PC's concerns expressed. Mr Ashby, having declared what was now considered a prejudicial interest since he had had some minor financial arrangements with the applicant over other matters, withdrew from the discussion.  
After some discussion, it was agreed (voting 3 – 3 plus the chairman casting a vote in favour) that the PC would not now request that the application go to committee, especially in view of the fact that ABC reported that Kent Highways did not consider there would be a problem with the access to the rear of Shiplands Houses. It was noted that the parish council continues to have serious worries over the safety of children playing in the vicinity.
    - ii. 03/01994/AS Pivington Mill – first floor extension with new corrugated pitched roof. **ABC permission granted:** noted.
  - d. **Allowances for Parish/Town Councillors:** it was noted that the proposed charge would only be £10 per parish council if every council within the Ashford borough subscribed to the decision to pay expenses to parish councillors. It was agreed that Pluckley Parish Council would continue with the status quo and not pay allowances therefore it was proposed by Peter Campbell, seconded by Ann

Murray, that Pluckley Parish Council do not support the payment of expenses to parish councillors and would therefore will not need to contribute to the costs of the panel.

- e. **KPA News:** this was circulated to all members prior to the meeting.
  - f. **Parish News:** this was circulated to all members present at the meeting
  - g. **KAPC planning information day:** Saturday 13 March at Hawkinge. The clerk requested that she attends. Miss Murray also requested a place. **Agreed.** Total cost £94 including vat.
  - h. **KRCC community halls conference:** Saturday 20 March at Hawkinge. The clerk requested that she attends. Miss Murray also requested a place. **Agreed.** Total cost £28.20 including vat.
  - i. **Ashford Borough Council TPO:** Greystones. **Noted.** The clerk would send a copy to Mr Mengham the Tree Warden
  - j. **Parish forum:** the chairman's report was circulated. The next meeting was Tuesday 30 March and the deadline for items for the agenda was 27 February. It was noted that such items would required a short presentation.
  - k. **Lark FM:** letter requesting support for their bid to supply a radio service for Ashford. It was agreed that, since radio reception did not extend to Pluckley, the council would be unable to offer any significant support
  - l. **Ghost tours:** an email via the website suggested Ghost tours of the village. The parish council would not initially object if someone was prepared to carry out the enterprise.
  - m. **Precept:** Ashford Borough Council had confirmed the request of Pluckley Parish Council for a precept of £15,500 plus the concurrent grant of £1,091.33.
  - n. **Other items:** these were circulated at the meeting
- 6 **Planning:** To consider the following planning applications
- o. 04/00042/AS (DEL) Pivington Mill – Steel framed building adjacent to Unit 6A – Swifts Upholstery. **PC Decision: support.**
  - p. 04/00090/AS (DEL) Frith Court Farm, The Pinnock – side extensions on hay straw barn to contain potatoes feed stuffs grain for beef unit & surplus machinery. Mrs Gwillim, having declared a prejudicial interest in as much as the applicants were her husband's brother and nephew, withdrew from the discussion, **PC Decision: support** but comment that the PC would like to see screening using native species such a maple and hawthorn and that the colour of the roofs should be in a dark matt green. The PC understood that a matt finish to such roofing materials was now available.
  - q. 04/00105/AS (DEL) Tramhatch, Barnfield, Charing: conversion of existing barn forming ancillary accommodation **PC Decision: support**
  - r. 04/00106/AS (DEL) Tramhatch, Barnfield listed building & conservation area consent as above **PC Decision: support**
- 7 **Planning:** To consider the following planning appeals
- s. 03/02020/AS Woodland Trust, Dering Wood: Appeal to DOE **noted**
  - t. 02/00890/AS land to rear of Chart Court Farm for siting of holiday chalets: Appeal to DOE **noted**
  - u. 02/00891/AS Buildings at Chart Court Farm for equestrian centre: Appeal to DOE **noted.**

## 8 To receive Reports from Committees:

- a. **Plans Committee:** met on 26 January 2004. Present: Alan Davies, Ann Murray, James Ashby and clerk.
  - i. 03/03905/AS Weeks Garage – Demolition of garage premises, erection of two live work dwellings: **Interests declared – none; Decision – object**  
The clerk was asked to request that this application goes to committee if Ashford Borough Council are inclined to permit the application.
  - ii. 03/03911/AS The Lodge, Dowle Street Road: **Interests declared – none; Decision – support**
- b. **Brickworks Committee:** see page 939.
- c. **Rural Transport Initiative** (Wealden Wheels) The vehicle had been ordered. Two jobs were being advertised – for a co-ordinator and a driver.
- d. **Village Hall Committee:** minutes of the meeting on 26 January were circulated prior to the meeting. It was noted that Maplin electronics had cameras operated by PIR sensors for sale. These could be set up within the hall to film activity and could bypass the need for someone to be on hand to attend if an alarm was activated.
- e. **Hog Fair Committee:** the next meeting had been arranged for Thursday 18 March at 8pm.
- f. **Finance Committee** Alan Davies offered to undertake the next Internal Audit before the end of the financial year. It was noted that the Audit Commission's deadline for the 2003/4 accounts was 31 August 2004.

## 9 Recent actions taken on behalf of the council by the Clerk.

- a. The clerk had requested David Heasman include the steps by 12 Shipland Houses on his cleaning schedule. Members also suggested that he be asked to clear the top of the recreation ground and the area by the Black Horse 'pill box'.
- b. The clerk had heard that Mr Asgari of Daniels Farm had applied for a certificate of change of use to free range egg production. The farm was currently on the market for £675,000. Members expressed their concern, especially as they had understood that the current enterprise had ceased due to financial difficulties and that their understanding was that all buildings on site had to be removed if the venture closed.
- c. Having written to Mr Joynson of Kent Highways regarding several outstanding issues within the village, the clerk had received a reply, a copy of which she had passed to Mr Wickham. The substance of the replies being:
  - i. Subsidence outside Pinnock Farm: this will again be inspected, although no further repairs are scheduled for this road.
  - ii. Forge Hill footway: this will be sided and the hedges cut back.
  - iii. Lambden Road: will be repaired shortly
  - iv. Victoria Cottages: works on layby to commence 9 February 2004.
  - v. Mallards: notice has been given to Mr Stannard to remove the fencing by 2 March 2004.
  - vi. Station Parking: some confusion over what was agreed. The clerk was waiting for a letter from ABC and ABC was waiting for a letter from PC.
  - vii. Shipland Houses steps – railings below no 12 will be repaired as a matter of urgency

## 10 Request from Egerton Parish Council that Pluckley Parish Council applies for registration of the Frith Wood Footpath. **Agreed**

- 11 **Request of FOPS** that the parish council covers the estimated shortfall of the cost of the station notice board as previously agreed. An invoice for the notice board had been made out to the parish council and the grant would also be paid to the PC.  
**Agreed**
- 12 **Repairs** to the Pluckley Thorne bus shelter were considered. Mr Cyril Hoad was thanked for effecting a such speedy repair under his own initiative. The clerk had contacted David Missing who had inspected the condition of the shelter and had advised that existing weatherboarding was rotten. An estimate for £94 plus vat had been tendered. **It was resolved to ask Mr Missing to carry out the repairs**
- 13 **Estimates** for printing the Village Design Statement were considered. Three estimates had been obtained: Wealden Advertiser £1,745; Romar Stationery £1,566.30; and Rother Valley Press, £830. **It was resolved to give the job to Rother Valley. It was further resolved to pay Mrs Grebby for the time taken to design and typeset the VDS. (£992)**
- 14 **Annual Parish Assembly** it was agreed that the Annual Parish Assembly would take place on Monday 19 April, at 8pm in the village hall. It was further agreed that the April meeting of the parish council would take place on Monday 5 April at 8pm in the village hall. **It was noted that a parish newsletter would need to be produced in March.**
- 15 **Parish Christmas Card.** It was agreed that a village card should be produced for both council use and for general sale. Designs, photographs, and pictures would be considered at the next meeting. Members would supply suggestions.
- 16 **To approve the following accounts for payment:**

<i>Payee</i>	<i>Amount</i>	<i>Cheque No</i>	<i>Service</i>
David Heasman	£67.20	1071	Street cleaning
Jackie Grebby	£497.18	1072	Clerk's salary
Jackie Grebby	£40.00	1072	Clerk's agreed expenses
Janet Gwillim (J & C Cleaning)	£30.00	1073	Village Sign
Mid Kent Water	£28.81	1074	Rec. Water
Staples	£37.39	1075	Surge protector & VH signs
W J Hirstle	£329.00	1077	see item 11 above
Mid Kent Water	£30.27	121	VH Water
Sue Exell	£90.00	122	VH cleaning
Chubb Fire	£283.39	123	VH Fire Extinguishers & Signage
Initial Textile	£34.00	124	VH Hygiene
Performing Rights Soc	£38.78	125	VH Licence
Rose Farm Studio	£74.64	126	VH Picture framing
DR & PD Missing	£2,888.92	127	VH Decorating: £1,915.84
			VH Repairs & odd jobs: £823.91
			VH Ladder: £149.17
Jackie Grebby	£26.46	1076	Petty cash reimbursement (Travel £11.88, postage £14.58)

17. Items for Next Agenda  
 a. RoSPA report  
 b. Wealden Wheels donation
18. **Date of Next Meeting:** Monday 8 March 2004, 8pm

There being no further business the meeting closed at 10pm precisely

## **Pluckley Parish Council**

### ***Minutes of the meeting of Pluckley Parish Council held in Pluckley Village Hall, on Monday 8 March 2004, at 8pm.***

Present: Janet Gwillim (Chairman), James Ashby, Peter Campbell, Andrew Wickham, Russell Keep, Trevor Oliver.

Clerk to the Council – Mrs J D Grebby

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- 1 **Apologies for Absence:** these had been received from Simon Crookston, Alan Davies, and Ann Murray.
- 2 **Declaration of Interest:** There were no declarations of interest. The clerk asked members to note that Freemasons should also declare their membership.
- 3 **Minutes of the Meeting** held on Monday 9 February 2004. These were approved and signed as correct (proposed Andrew Wickham, seconded James Ashby)
- 4 **Report on matters arising from minutes**  
FOPS a cheque for £1,050 from KRCC & £100 from Trevor Heathcote had been deposited in PC accounts under a 'restricted' heading.
- 5 **Correspondence:**
  - a. **Planning – the following decisions were noted:**
    - i. 03/02142: Alterations & Extension to 4 Sheerland Cottage, Swan Lane – permission granted by ABC
    - ii. 00/016797: Enfield Lodge, Forge Hill: amended plans – approved by ABC
    - iii. 03/03905: Weeks Garage – withdrawn at applicant's request
    - iv. 04/00235: Pluckley Landfill site – ABC raising no objections
    - v. 03/03911: The Lodge, Dowle Street – permission granted by ABC
    - vi. 04/00090: Frith Court Farm - permission granted by ABC
  - b. Parish Wish Lists – update – **noted**
  - c. Kent & Medway Safety Camera Partnership - **noted**
  - d. Rural Traffic Management Investigation Programme – details previously circulated via email – **noted**
  - e. Speed management investigation – Speed count data – **noted**. Clerk was requested to write to ABC asking how they proposed to use the data.
  - f. Public Transport & Cycling in the Borough of Ashford – **noted**
  - g. Strategic Rail Authority Consultation Document: This was discussed. Members felt that the proposals for the Pluckley line did not alter the current situation. Concern was expressed regarding the situation on the Charing line, especially since this might increase the parking situation at Pluckley Station. The parish council would lend their support to Charing's representations. The clerk would write to the Charing Clerk. *[note: Andrew Wickham had subsequently contacted Mrs Hill and had taken up the issue]*
  - h. Proposed Alterations to Regional Planning Guidance SE – Regional Minerals Strategy & Regional Waste Management Strategy. The clerk asked members to note that these documents had wide-ranging implications on the countryside and asked that members take them home to read. She further commented that Miss Murray had had an opportunity to comment prior to going on holiday and her notes were attached.
  - i. Other items were circulated during the meeting
- 6 **To receive Reports from Committees:**
  - a. **Plans Committee:** meeting held on Monday 23 February 2004, 8pm in the village hall, committee room.  
Present: James Ashby, Russell Keep, Ann Murray, two residents and the Clerk to the Council.

Apologies for absence: were received and accepted from Alan Davies. In the absence of Mr Davies, Russell Keep proposed and James Ashby seconded that Ann Murray be elected as chairman 'pro tem' There were no declared interests.

Planning applications:

04/00185 - The Spinney, Forge Hill - Double Garage - amended scheme.

Decision: support

04/00054 - Gate Lodge, The Street - Reposition rear door. Decision: support

AS/04/TEMP/0005 - Pluckley Landfill Site - Chambers Green Road - Section 73

Application: small leachate holding tank within a secure compound area. Decision: support with the proviso that the committee would prefer that the number of vehicle movements be no more than 2 per day during the busy period. The clerk was also requested to see if she could set up a tour of the site for councillors.

There being no further business the meeting closed at 8:25pm

- b. Brickworks Committee: the clerk had deposited £671.86 profit from Call My Bluff evening. She was asked to contact ABC for a reply to the council's letter sent in January.
  - c. Rural Transport Initiative (Wealden Wheels): the Vehicle has been ordered and should arrive next week. Sign writers will put village names, and logos for everyone who's giving us money onto it and we should start operations at the beginning of April. As of 8 March we have received some 20 applications for the job vacancies with 2 days before closing. We expect to be interviewing a shortlist in 2 weeks time, hoping to have the Co-ordinator in place at the beginning of April.
- 7 **Clerk's report:** The clerk reported that she had received a payment from the school for ½ notice board. She had also purchased new drum for laser printer £84.02 – last one bought January 2003. payment will go on agenda next month.  
The helicopter that landed on the recreation ground for the royal visit had left impressions. James Ashby volunteered to fill in the holes.
  - 8 **Parish Design Statement.** Members approved the publication and after some deliberation it was proposed by Russell Keep and seconded by Peter Campbell that copies be sold for £5. The clerk advised that she could also produce cd's of both the Design Statement and the Village Appraisal if so desired.
  - 9 **Kent Village of the Year competition.** This was briefly discussed and it was decided that, unless a volunteer came forward, then the village would not enter this year.
  - 10 **RoSPA report for the recreation ground:** In the absence of Ann Murray it was agreed to hold this over until next month.
  - 11 **Annual village 'tidy up' campaign** It was agreed to hold this on Saturday 3 April, 10am. Meeting on the recreation ground. The clerk would supply gloves and refuse bags and arrange for the collection of the rubbish. This would be left at the village hall. The clerk would produce posters nearer to the date. James Ashby volunteered to tow Trevor Oliver's trailer around the village to collect the rubbish. It was noted that children under the age of 12 must be accompanied by a responsible adult.  
The subject of Mrs Joncock's hedge was discussed. This was again overgrown. It was believed that Mr Underdown was currently staying there and members felt that perhaps the parish council should not undertake to trim the hedge if this was the case.
  - 12 **Village Christmas card** after a brief discussion it was agreed that the parish council would not purchase bespoke cards. It was suggested that the clerk might produce some on computer to send to various persons/companies.
  - 13 **Highway safety on the Westfields Estate** in the absence of Ann Murray and Simon Crookston it was agreed to hold this over until next month

14 **The following accounts were approved for payment:**

<i>Payee</i>	<i>Amount</i>		<i>Service</i>
KAPC	£47.00	1078	Planning Info Day
KRCC	£28.20	128	VH Halls Conference
David Heasman	£67.20	1079	Street cleaning
Jackie Grebby	£497.18	]1080	Clerk's salary
Jackie Grebby	£40.00	]	Clerk's agreed expenses
Staples	£110.07	1081	A4 white & col. paper, A3 paper, & misc.
Rother Valley Press	£830.00	1083	PDS printing (item 13 page 943)
Jackie Grebby	£992.00	1082	PDS typesetting (item 13 page 943)
Pluckley School	£24.45	1084	PDS hall hire
<b>Seeboard</b>	<b>£100.47</b>	<b>131</b>	<b>VH Electricity</b>
Sue Exell	£90.00	129	VH cleaning
Initial Textile	£34.00	130	VH Hygiene
Parish Magazine	£39.00	132	VH advertising
Jackie Grebby	£36.28	1085	Petty cash reimbursement
			(Travel £30.96, postage £5.32)

15 **Items for Next Agenda**

- a. Parish Council Newsletter
- b. Broadband
- c. Annual Meeting

16 **Date of Next Meeting:** Monday 5 April 2004, 8pm

There being no further business the meeting closed at 9:30pm

## **Pluckley Parish Council**

### ***Minutes of the meeting of Pluckley Parish Council held on Monday 5 April 2004, at 8pm, in Pluckley Village Hall***

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Present: Janet Gwillim (Chairman), Simon Crookston, Alan Davies, Ann Murray, James Ashby, Andrew Wickham, and Dr Hattersley.  
Clerk to the Council, Jackie Grebby

- 1 **Apologies for Absence** were received from Peter Campbell and Russell Keep
- 2 **There were no Declaration of Interest** on Items on the Agenda nor any update of the Register of Members Interests.
- 3 **The Minutes of the Meeting** held on Monday 8 March 2004 were approved and signed (Proposed Alan Davies, seconded Andrew Wickham).

*The meeting was then closed to receive a presentation from Dr Hattersley reference her planning application 04/00375/AS*

- 4 **Matters arising from minutes**  
Item 5g: Rail: the clerk was continuing to receive email from Mr Buchanan regarding proposed changes to the train timetable. She would write to the SRA objecting strongly to the proposals.  
Item 8: Recreation ground: Mr Ashby hoped to action this shortly  
Item 12: tidy-up campaign: the clerk had received a complaint from Mr Nixon of Station Road regarding the large notice on the recreation ground advertising the village clean up day and requesting that this was the first item to be 'tidied up'. It was noted that Mr Nixon did not participate in the clean-up.
- 5 **Correspondence:**
  - a. **Planning** the following decisions were noted:  
04/00042/AS J Swift, Full Application for Steel framed building adjacent to at Unit 6A, Pivington Mill: Withdrawn: at applicant's request  
AS/04/TEMP/0005: Cleanaway: Full Application for small leachate holding tank at Pluckley Landfill Site, Chambers Green Road. KCC Decision: Granted: (2 tankers per day)  
Appeal: Chart Court Farm, Little Chart: Dismissed
  - b. **KAPC Meetings:** Clerks' Information Day, Tues 18 May; **It was agreed that the clerk would attend**  
Audit Workshop, Thurs 10 June; **Noted**  
Councillors' Information Day, Sat 17 July; **Noted**  
Finance Information Day, Sat 16 October; **Noted**  
Planning Information Day, Sat 19 March 2005. **Noted**  
Annual meeting of KAPC Sat 13 November. **Noted**
  - c. 9 June Weald Police Forum 7:30pm Ashford Police Stn **Noted**
  - d. European Parliamentary Election Thursday 10 June, 7am to 10pm **Noted**
  - e. SLCC – manual handling course £15 at Hadlow **Noted**
  - f. Central Railway press release **Noted**
  - g. Other items – circulated **Noted**
- 6 **To consider the following planning applications**  
04/00375/AS: Renewal of planning permission – Mr & Mrs Hattersley: Full Application for temporary planning permission for mobile home to prove the viability of proposed free range organic egg business at Eggscentricity Ranch, Pluckley Road. Decision: to support the application but request a 106 restriction to ensure that the land be returned to its former state if the enterprise fails  
04/00449/AS: New Application – Mr J Swift, of Rockhill Farm, Egerton, TN27 9DP: Full Application for 2 steel framed buildings at Swifts Upholstery, Pivington Mill. Decision: support

04/00492/AS: New Application – Mr & Mrs S Mole, Full Application for 3 Bay Garage with hobby/games room above at Payne Street Farm, Barn Field, Charing Heath **Decision: support**

04/00541/AS: New application – Ms J E Page, Blacksmiths Arms, Smarden Road: Change of use of bar area to residential on ground floor The clerk was requested to ask ABC what their current views were on this application with regard to the Parish Design Statement and local plan. Members would then submit their recommendations to the clerk. [Subsequently voting via email was to **support the application with the comment that** 'the PC would like owners, either current or prospective, to bear in mind the planning guidance incorporated in the Pluckley Design Statement when making any alterations to the exterior of the property including the implementation of boundary changes.'

**7 To receive Reports from Committees:**

- a) Plans Committee: meeting held on Monday 22 March, 8pm in the village hall, committee room.

Present: Alan Davies (Chairman) James Ashby, Russell Keep, Ann Murray, Trevor Oliver, and the Clerk to the Council. All members were present. There were no declared interests

**Planning applications:**

04/00394/AS: New Application from Mr & Mrs Harrison, Lower Thorne Farm, Smarden Road: Full Application for addition of porch to front entrance & erection of 2 bay garage with storage area. **It was resolved to Support the application**, but comment that feel that the garage seems over large and concerned that it does not become a residential extension to the property. Query the 'conservatory' shown on the proposed plane - does this need planning permission as the PC feels it is rather large in proportion to the house. They feel the site is becoming slowly over developed.

04/00401/AS: New Application from Mr N Packham, Spring Ridge, Lambden Road Full Application for single storey extension & therapy room for severely disabled person **It was resolved to Support the application**

04/00408/AS: Renewal of planning permission from P W Hazeltine of 14 Siskin Gardens, The Finches, Paddock Wood, Kent TN12 6XP. Outline planning consent for 3 new dwellings at land adjoining at Lambs Lea, Lambden Road. **It was resolved to Support the application** and comment that the PC recommends that any developer be asked to refer to the Pluckley Design Statement before submitting detailed plans

04/00421/AS: New Application from Mr N McNally, Church Gates, The Street Listed building consent for demolition of rear chimney. **It was resolved to Support the application** There being no further business the meeting closed at 8:30pm

- b) Rural Transport Initiative (Wealden Wheels) Alan Davies reported that a co-ordinator and driver had been appointed and that the vehicle would be providing transport for the Annual Parish Assembly on 19 April.

**8 To approve** recent actions taken on behalf of the council by the Clerk and to receive a report from the Clerk regarding items needing attention.

- a. Cyril Hoad had indicated that he would be prepared to carry out some minor repairs, etc. around the village at the same hourly rate as David Heasman. **Approved.**
- b. The Audit Commission had set the date of the council audit for 1 June but the clerk had requested a postponement. The new date was 19 July. **Approved.**
- c. Victoria Cottages: Highways was talking to Housing regarding the drop kerb. Housing had passed the matter to the Police with reference to the hole in hedge
- d. Fir Toll: Highways given go-ahead to remove fence – waiting to get 'right' people to do the work in conjunction with police
- e. ABC Guide 2004/5 & Parish Facilities questionnaire. The clerk had returned the relevant information.
- f. Mid Kent Rest Centre Directory. The clerk had returned the relevant information.
- g. Mercury windows – estimate for repair to broken village hall window: £58.10 + vat **Approved.**
- h. The clerk reported that certain works were being carried out to some council in the village.

- i. The clerk regretted that she couldn't attend Parish Forum on 30 March. The next meeting was on Wed 21 July
- 1 **To agree** the content of the annual report (newsletter) and the format of the Annual Parish Assembly to be held on Monday 19 April at 8pm in the village hall. The clerk still had this in hand and would email all members as soon as possible.
  - 2 **To resolve** that the parish council will not 'cause or permit employees to break the law introduced by the Road Vehicles (Construction and Use) (Amendment) (No 4) Regulations 2003, SI 2003/2695 regarding the use of hand held telephone in cars.' Proposed Simon Crookston, seconded James Ashby. Carried unanimously
  - 3 **To resolve** that the parish council will not discriminate in the employment field on grounds or religion (or similar) or on grounds of sexual orientation as per the EC Framework Equal Treatment Directive 2000/78. Proposed Ann Murray, seconded Alan Davies, carried unanimously.
  - 4 **To consider** the recommendations of Kent Highways as a result of their speed management investigations. After some discussion it was resolved to put the question to the Parish Meeting that either the parish council increase the precept next year to help fund the proposed speed management or to open a optional subscription to fund the proposals. It was further agreed that this is placed on the parish notice board and in the newsletter.
  - 5 **To consider** the current Broadband situation in Pluckley. It was noted that it was still some 30 short of the target figure of 150.
  - 6 **To consider** the RoSPA report: it was agreed to hold this over until next month
  - 7 **To consider** highway safety on the Westfields Estate: it was agreed that the clerk should contact the Highways dept for their suggestions.
  - 8 **To consider** the request of Ann Murray that the parish council makes a donation of £800 towards new lights for Pluckley Panto Unlimited during the financial year 2004/5. After some discussion it was agreed that some of the funding earmarked for other village hall improvements would be spent on this. Proposed Alan Davies, seconded Simon Crookston, carried.
  - 9 **To consider** the estimate from Mercury Windows for replacement windows in the Men's toilets. Proposed Andrew Wickham, seconded Alan Davies, carried.
  - 10 **The following accounts were approved for payment:**

<i>Payee</i>	<i>Amount</i>		<i>Service</i>
David Heasman	£86.55*	1086	Street cleaning
Jackie Grebby	£499.38	] 1087	Clerk's salary
Jackie Grebby	£40.00	]	Clerk's agreed expenses
Inland Revenue	£71.40	1088	
Barclaycard	£100.73	1089	Drum for printer (OKI) & virus upgrade
Staples	£11.22	1090	Box files, etc.
KAPC	£314.27	1091	Annual Sub & publications
Wealden Wheels	£500.00	1092	2003/4 donation /S137/
Ashford Borough Council	£30.00	133	VH Theatre Licence
Ashford Borough Council	£1.00	134	VH licence increase
BT	£83.97	1093	Clerk's telephone
BT	£31.52	140	VH telephone
KRCC	£35.00	135	VH annual subscription
David Missing	£110.45	1094	Thorne Bus Shelter
AMES	£325.18	139	VH elec. inspection
David Missing	£219.73	136	Roof repairs & drains
Sue Exell	£92.70*	137	VH cleaning
Initial Textile	£34.00	138	VH Hygiene
Jackie Grebby	£66.82	1095	Petty cash reimbursement
			(Travel £44.72, postage £22.10)

\* Includes 3% raise as agreed (page 929)

- 11 **Date of Next Meeting:** Monday 10 May 2004, 8pm – Annual Meeting of Pluckley Parish Council  
There being no further business the meeting closed at 9:50pm

## Pluckley Parish Council

### *Minutes of the annual meeting of Pluckley Parish Council held on Monday 10 May 2004, at 8pm, in Pluckley Village Hall*

Present: Janet Gwillim (in the Chair), Trevor Oliver, Simon Crookston, Alan Davies, Ann Murray, James Ashby, Russell Keep, Peter Campbell, Andrew Wickham, Mr Ian Mills and Mrs Leita Davies.

Clerk to the Council, Jackie Grebby

- 1 **Apologies for Absence** were received from Andrew Wickham, who would be arriving late.
- 2 **Declarations of Interest** were made by Alan Davies (item 13C – prejudicial), James Ashby and Ann Murray (item 20 – donation to Pluckley PCC). There were no updates to the Register of Members Interests.
- 3 **The Minutes of the Meeting** held on Monday 5 April 2004 were approved and signed (Proposed Alan Davies, seconded James Ashby)
- 4 **Election of chairman:** Alan Davies proposed and James Ashby seconded that Janet Gwillim be re-elected Chairman of the Council for the ensuing year. Carried pro tem.
- 5 **Chairman's declaration of acceptance of office.** The clerk having neglected to bring the paperwork to the meeting, would ensure that Mrs Gwillim completed it before the next meeting
- 6 **Election of vice-chairman:** James Ashby proposed and Alan Davies seconded that Trevor Oliver be re-elected vice chairman for the ensuing year. Carried pro tem.
- 7 **Appointment of committees**
  - a. Plans Committee. It was unanimously agreed that the following members be appointed to the plans committee: James Ashby, Alan Davies, Russell Keep, Ann Murray, Trevor Oliver
  - b. Audit Committee: It was unanimously agreed that the following members be appointed to the audit committee: Simon Crookston, Alan Davies, Russell Keep.
- 8 **Appointment of representatives to outside bodies**
  - a. Wealden Wheels: it was unanimously agreed that Alan Davies would continue to represent Pluckley Parish Council on this committee.
  - b. Village Hall Committee: Alan Davies and Ann Murray were reappointed to sit on this committee
  - c. KAPC: Both Peter Campbell and Ann Murray were prepared to continue attending these meetings.
  - d. Police Forum: Ann Murray requested that she be appointed to this committee. Simon Crookston asked members to note that, due to work commitments, he found it difficult to attend the meetings therefore Ann Murray was appointed to attend the meetings.
  - e. School: Trevor Oliver confirmed that Paul Cornwell was prepared to continue as parish council representative.
  - f. Parish Forum: Janet Gwillim and the Clerk to the Council would represent Pluckley.
- 9 **The payment of annual subscriptions & donations under 'Free Resource' powers (£137) was considered.**
  - a. Egerton-with-Pluckley Parish Magazine. The clerk suggested that, as she was editor of the magazine and used paper, photocopying, printer cartridges purchased by the parish council, perhaps the council would consider the costs incurred as the annual donation to the parish magazine. This was agreed.
  - b. St Nicholas' grass-cutting – both James Ashby (who helped in the churchyard) and Ann Murray (as treasurer of Pluckley PCC) declared personal interests. It was agreed that a donation of £300 be made once again towards the upkeep of St Nicholas' Churchyard.
  - c. Kent County Playing Fields Association - £15: agreed
  - d. Wealden Wheels second donation of £500 as per the budget: agreed.

- 10 **Inspection of deeds and trusts and consideration of current standing orders:** the clerk reported that, with the exception of the Hills & Unknown Donors Trust, deeds for the recreation ground, tennis courts, and village hall were with Thorneloe, Solicitors. Some documentation relating to the Hills & Unknown had been passed to the clerk by Mr Warner. It was agreed that the standing orders should remain unchanged.
- 11 **The minutes of the meeting held on 5 April 2004** were approved (proposed Simon Crookston, seconded Alan Davies) and signed by the chairman.
- 12 **Report on matters arising from the minutes:**  
 Item 4: It was understood that the commuter trains had been reinstated and that revised timetables were being produced. It was also understood that a proposal to extend the platforms again was being considered. It was agreed that a 'watching brief' would be kept on the situation.  
 Mr Ashby reported that he had done some repairs to the holes on the recreation ground and would do more. He also volunteered to keep it clear of broken branches.  
 Item 13: The current Broadband situation stood at 125. It was understood that BT was now proposing to activate parishes as soon as was feasible.
- 13 **Correspondence**
- a. The following planning decisions by Ashford Borough Council were noted:
    - i. 04/00185/AS The Spinney – ABC Decision – Granted
    - ii. 04/00054/AS Gate Lodge, The Street – ABC Decision – Granted
    - iii. 04/00401/AS Spring Ridge, Lambden Road – ABC Decision – Granted
    - iv. 04/00449/AS Pivington Mill – ABC Decision – Granted
    - v. 04/00408/AS Land adjoining Lamslea, Lambden Road – ABC Decision – Refused
  - b. Recommendations of the Independent Remuneration Panel – allowances for parish councillors. An invoice from Ashford Borough Council for £13.51 had been presented. As it had been agreed that allowances would not be paid to members, the clerk was requested to write to ABC pointing out that Pluckley Parish Council was not therefore liable to pay this charge.
  - c. Local needs housing: the clerk was requested to write accepting the offer of ABC to carry out a housing survey.
  - d. Changes to the law on preventing illegal working: noted
  - e. Letter from ABC re Pluckley Brickworks – previously circulated: noted
  - f. KAPC Parish News: noted
  - g. Invitations/seminars
    - i. Parish Forum – next meeting 21 July: noted
    - ii. Zurich Municipal Annual Health & Safety Council Advisory Service Seminar – Maidstone 11 June (£60 or option to join LCAS @ £165/£245): noted
    - iii. KRCC council meeting – 21 May 10am to 4pm, Harrietsham (+ £6 for lunch) : noted Ann Murray would contact the clerk if she wished to attend.
    - iv. Ashford Partnership – Community Assessments Sat 22 May, 9:30 to 2pm, Hothfield Village Hall: noted
    - v. SLCC Funding & Managing Community Projects, Thurs 17 June 10am to 3:15pm, Canterbury. (£30 members) : noted. The clerk would pass the information on to the cricket club.
  - h. Community Speed Watch. It was agreed that the clerk would again write to Kent Police with the necessary information. It was agreed that Ann Murray would be the co-ordinator. A list of volunteers (minimum of six) was needed. It was requested that names would be forwarded to the clerk by Friday 14 May. The proposed cost of £300 plus vat was considered and this was agreed.
  - i. Other items –
    - i. SPG: comments were that the enclosed sketches were most useful
    - ii. Mid & SE Kent Council for Voluntary Service – do you want a presentation: noted

- iii. ABC New conservation officer – Hannah Walker – Pluckley etc. area: noted
  - iv. Town guides – the clerk was requested to obtain more information
  - v. Other items of correspondence were circulated during the meeting and noted. Viz:
    - Periodic electoral review of KCC – final recommendations
    - [www.pluckley.net](http://www.pluckley.net) latest statistics
    - Countryside Agency bursary training for smaller parishes
    - NALC car allowances for clerks
    - ABC forward plan of key decisions
    - Mid Kent Water business plan 2005 to 2010
    - KAPC minutes of general meeting 7 April
    - ABC Housing news
    - Stour View – spring 2004
    - SERPA Newsletter spring 2004
    - SE Roadworks & Traffic Information spring 2004
    - KRCC Consultation document – 2020
    - Changes to the law on preventing illegal working
    - ABC Rural Housing Scheme newsletter
    - Kent Trails – spring 2004
- 14 The following Planning applications were considered
- a. 04/00708/AS Weeks Garage: Change of use from Garage with petrol pumps and retail shop to A1 use retail shop with art and craft workshops (B1-c) with car parking. **Interests: None. Decision: support** but to comment that the council express concern regarding the determination of the existing fuel tanks below ground. They would like to be assured that these tanks will be filled/removed to environmental standards.
  - b. 04/00755/AS Meadow View, Station Road: proposed rear extension including side bay. **Interests: None. Decision: support**
  - c. 04/00693/AS Pykel, Forge Hill: extension to form bedroom, en-suite bathroom, kitchen, utility space & garage **Interests: Mr Alan Davies had a prejudicial interest and left the room while the matter was considered. Decision: support**
  - d. 04/00394/AS Lower Thorne, Smarden Road – amendment to earlier application to include conservatory **Interests: None. Decision:** to reiterate the previous comments on the application: the garage seems over large and are concerned that it does not become a residential extension to the property. The Conservatory is rather large in proportion to the house and the site is becoming slowly over developed.
- 15 To receive reports from committees
- a. Plans committee: meeting held on Monday 26 April, 8pm in the village hall. **Present:** Alan Davies (Chairman), Russell Keep, Ann Murray, Trevor Oliver, Mr & Mrs C Thomas, and the Clerk to the Council. **Apologies for absence:** James Ashby **Declaration of Interests:** There were no declared interests  
The following Planning applications were considered:
    - i. 04/00625/AS (DEL). Gwavas Veau, Station Road. One replacement dwelling, two storeys. **Decision: support** but comment that there are some reservations regarding the height of the property.
    - ii. AS/02/15 Former Pluckley Landfill Site, Chambers Green Road – details pursuant to condition 3 of permission AS/02/15 – proposed landscaping details. **Decision: support but comment** that While supporting the application for hedging on the south of the site, the committee would prefer to see native species planted such as hawthorn (42%), blackthorn (13%), field maple (13%), dogwood (6%), dogrose (3%) and hazel (22%) as these are definitive English hedgerow constituents. They appreciate that the proposed planting was mainly evergreen, but point out that this would also make it a very dark and out of keeping with the countryside, especially in winter months. They also query why a proposal to plant an occasional tree/shrub around the rest of the perimeter has not been suggested.

- b. Brickworks committee – Janet Gwillim reported that the committee would be meeting shortly to consider Ashford Borough Council's reply. It was noted that there had been no application made for a waste management licence.
- c. Fete committee The minutes of the last meeting had been circulated and were noted.
- d. Village Hall Management Committee The next meeting was due to be held on Monday 24 May.
- e. Wealden Wheels. Alan Davies reported that 24 organisations had signed up The official launch would be on Thursday 20 May, 6pm in Egerton Village Hall.
- f. Audit committee: there was nothing to report.
- 16 To approve recent actions taken on behalf of the council by the Clerk and to receive a report from the Clerk regarding items needing attention.
- a. Concurrent functions – ABC had requested a complete breakdown of parish expenditure that could be considered to be concurrent functions. This had been carried out and the clerk was requested to provide copies to all members.
- b. Receipt – first half of precept & concurrent functions grant: noted
- c. Verge cutting. The clerk reported that following the April cutting of the grass verges in the parish, she had contacted ABC asking them to note that it should not have been done until well into May – especially on the Shipland Houses and recreation ground banks where daffodils were still in their growing stage.
- d. Transfer of £3,000 to VH account. Following the receipt of the annual precept it was agreed to donate £3,000 to the village hall account.
- e. Following a meeting with the community officer, it was understood that Weald Police would be carrying out a 'blitz' on unlicensed vehicles.
- 17 The request of the clerk to purchase specialist software: namely Adobe Creative Suite from Phoenix was considered. After some discussion it was agreed to purchase this at the special discount offered to parish councils.
- 18 The RoSPA Report of 2003: it was agreed to hold this over until the next meeting.
- 19 The recommendations of the Annual Parish Meeting. Draft minutes having been circulated to members prior to the meeting, it was agreed that the parish council support the wishes of the parish meeting. The clerk was instructed to pass these on to Kent Highways.
- 20 The matter of the Station Parking restrictions was considered: The clerk reported that from the total 45 letters sent there had been 15 replies, of which 8 were in support of the proposed 'no waiting at any time' restrictions. In view of the fact that a 50% mandate was required to carry out this project it was apparent that it would not be going ahead. The clerk was requested to ask if Highways would reconsider a one-hour restriction, although at a recent meeting they had been adamant that this was no longer feasible.
- 21 The following accounts were approved for payment:

Supplier	PC	VH	Cash	Cheque	Details
Kent Playing Fields Assoc	£15.00			1098	Annual subscription
Cornhill	£691.83			1099	PC Insurance
Staples	£70.29			1100	Stationery
Cleanaway		£145.26		141	Waste bin
Dave Missing		£48.12		142	general repairs
KBE	£49.35			1101	2 x Toner for copier
Initial		£34.00		143	Village Hall
Postage			£29.41	1102	
Sue Exell		£92.70		144	Cleaner
David Heasman	£69.24			1103	Street sweeping
Jackie Grebby	£499.38			1104	Clerk's salary
Jackie Grebby	£40.00			1104	Agreed Expenses
Kent Magistrates Court	£10.00			1097	licence fee
Chrysalis Computer Solutions	£327.83			1105	Annual web hosting (£159) & broadband rental (£120)

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Southern Water	£35.99	145	Half yearly charge
All Seasons Garden Care	£112.50	146	Garden maintenance
Pluckley Village Hall	£3,000.00	1106	Transfer
KAPC	£47.00	1108	Clerk's Information Day
Wealden Wheels	£500.00	1109	S137
Cass's	£8.77	1107	Annual Parish Assembly
<b>Totals</b>	<b>£5,342.20</b>	<b>£468.57</b>	<b>£29.41</b>

The clerk presented the annual accounts to all members and asked they note that these will have to be approved at the next meeting

22 Additional items for the next meeting: Ann Murray requested that she be allowed to give an update of the parish plan at the next meeting,

23 Date of next meeting: Monday 14 June 2004, 8pm in Pluckley Village Hall

There being no further business the meeting closed at 9:43pm.

## **Pluckley Parish Council**

### ***Minutes of the Pluckley Parish Council meeting held on Monday 14 June 2004, at 8pm, in Pluckley Village Hall***

Present: Janet Gwillim (in the Chair), Trevor Oliver, Alan Davies, Ann Murray, James Ashby, Russell Keep, Peter Campbell, Andrew Wickham, Mr James Highwood  
Clerk to the Council, Jackie Grebby

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1. **Apologies for Absence** were received from Simon Crookston.
2. **Declarations of Interest** There were no declarations of interest nor were there any updates to the Register of Members Interests.
3. **The Minutes of the Meeting** held on Monday 10 May 2004 were approved and signed (Proposed
4. **Matters arising from the minutes:** There were no matters arising
5. **Correspondence**
  - a. The following planning decisions by Ashford Borough Council were noted:
    - i. 04/00394: Lower Thorne Farm, Addition of porch, erection of garage & conservatory  
Permission granted
    - ii. 03/01857: Oast House, Sheerland, minor external alterations to entrance and boiler house  
Permission granted
    - iii. 03/01858: Oast House, Sheerland. Change of use to B1 office accommodation  
Permission granted
    - iv. 04/00625: Gwavas Vean, one replacement dwelling, 2 storeys      Application withdrawn
    - v. 04/00541: Blacksmiths Arms, Change of use of bar area to residential Permission granted
    - vi. 04/00755: Meadow View, Rear extension including side bay Permission granted
    - vii. 04/00421: Church Gates, Demolition of rear chimney Permission granted
    - viii. 04/00106: Tramhatch, Barnfield, Conversion of barn forming ancillary accommodation  
Permission granted
    - ix. 04/00693: Pykel, Extension to form bedroom, bathroom, kitchen, utility space & garage  
Permission refused
  - b. The following appeal decision was noted: 03/02020 – Dering Wood: appeal allowed and the planning permission is varied
  - c. The following TPO was noted: Gwavas Vean, Station Road, Tree Preservation order no 12.
  - d. Letter from Miss C Linzey asking the parish council to give consideration to the suggestion of partial one-way system in the parish e.g. The Street, Upper Station Road, Lambden Road: noted
  - e. Ashford Housing Services 'Fit for Purpose' Strategy now available on the website:  
[www.ashford.gov.uk/pages/cnc\\_ser/cnc\\_ser\\_house\\_hraplan.jsp](http://www.ashford.gov.uk/pages/cnc_ser/cnc_ser_house_hraplan.jsp) (linking to the HRA Business Plan) and [www.ashford.gov.uk/pages/cnc-ser/cnc\\_ser\\_house\\_strategy.jsp](http://www.ashford.gov.uk/pages/cnc-ser/cnc_ser_house_strategy.jsp) (linking to the Housing Strategy) Noted
  - f. KAPC Parish News: noted
  - g. RoSPA inspection scheduled for July 2004.
  - h. Charing Parish Council: request to support the Archbishop's Palace Restoration campaign: noted
  - i. Kent & Medway Structure Plan – this had been passed to An Murray prior to the meeting and she was passing it on as soon as possible.
  - j. Other items of correspondence were circulated during the meeting and noted. Viz:
    - i. Shaw & Sons council stationery
    - ii. ABC forward plan of key decisions, June to September 2004& Executive FP, July to October

- iii. Invitation to join the KCC Kent Residents' Panel
  - iv. Mobile Skatepark Solutions & Rubberflex playground surfacing
  - v. Early Years Development & Childcare Partnership Kent Area newsletter
  - vi. Ashford Business Link newsletter (Business Works)
  - vii. ABC Rural Housing Scheme Newsletter
  - viii. Local Council Review
6. The following Planning applications were considered
- a. 04/00578 Pinnock Farm Cottage Erection of conservatory. It was resolved to support the application. (proposed P Campbell, seconded R Keep)
  - b. 04/00899 Pinnock Farm Cottage Erection of conservatory – Listed building It was resolved to support the application. (proposed P Campbell, seconded R Keep)
  - c. 04/00887 Stanford Bridge Farm Extension to existing Farmhouse. It was resolved not to support the application and to comment that the PC consider the extension over large and that it is two separate self-contained flats and is therefore contrary to policy HG10 sec a & b of the AB Local Plan as it is not subordinate in scale to the main portion of the dwelling. (proposed R Keep, seconded A Murray)
  - d. 04/00929 Weald House, Forge Hill, Demolition of existing dwelling & erection of replacement dwelling. Concern was expressed over possible damage to the fine oak tree on the frontage of the property. The clerk would contact ABC and request that a TPO be placed on it as a matter of urgency. It was, however, resolved to support the application (proposed T Oliver, seconded J Ashby)
  - e. 04/0024: Former Landfill Site, Landfill gas power generation project. It was resolved to support the application. (Proposed A Davies, seconded J Ashby)
  - f. 02/15/: Former Landfill Site, Details to conditions. It was resolved to support the application, but to note that if the brickworks is developed then the noise might be considered intrusive. Ann Murray requested that a copy of the PCs recommendations be sent to ABC plans dept.

*The meeting was then closed to hear a presentation from Mr James Highwood.*

7. To receive reports from committees
- a. Plans committee: no meeting in May.
  - b. Brickworks committee. no meeting in May
  - c. Village Hall Management Committee: no meeting in May but it was noted that there was another window broken. James Ashby would enquire the cost of CCTV monitors from Maplin Electronics. The clerk presented three estimates for new stage lighting for the village hall, together with a request from the management committee that the quote from Brilliance Theatre Lighting for £5,500 be accepted and an order placed. Other quotations were from Fentura Production Services, (£5,559 to £11,700) and Kave Theatre Services (£10,000). It was resolved to place the order as requested. (proposed A Davies, seconded J Ashby)
  - d. Wealden Wheels: Alan Davies reported that so 15 organisations had enrolled and that the vehicle was being used.
  - e. Audit committee: The independent audit had been carried out to the satisfaction of Mr Geof Warner.
  - f. Parish Plans: there was nothing to report.
8. To approve recent actions taken on behalf of the council by the Clerk and to receive a report from the Clerk regarding items needing attention.
- a. The clerk reported that the council had received several telephone calls from residents complaining about recent hedge and verge cutting within the parish. The chairman had contacted the RSPB, the wildlife Trust, English Heritage, and Defra and it appeared that, if there had been damage to bird's nests, then it was a police matter. Andrew Wickham had met with both the owner and contractor. The clerk was requested to write to Mr Highwood thanking him for visiting the council.
  - b. Tennis Club hedge: following a meeting with Town & Country Garden Care a quotation of £900 had been received to cut the hedge down to 2m. A further £250 was quoted to trim the hedge between the court netting. It was agreed that this sum was too high. The matter would be considered later in the season.

- c. The clerk reported that the barrow used by David Heasman to carry his tools and rubbish bags had broken. It was agreed that the clerk would request Pete Russell to liaise with David to see if it could be repaired or if they could construct a new one. If Mr Russell was unable to help then the clerk would contact Chart Engineering, or Trevor Oliver might be able to help.
  - d. Following a request from ABC the clerk had completed a survey on parish allotment – of which there were none in Pluckley.
  - e. The clerk reported the receipt of £4,018.60 vat refund on last year's payments, and a donation of £400 to the village hall.
9. The RoSPA Report of 2003: it was agreed to hold this over until the next report had been received. In the meantime Ann Murray gave a brief resume of last year's report, the main substance of which was a tripping hazard between the grass and the rubber tiles; and the bolts on the swings needed regular (monthly) inspection. At some stage in the future a sum will have to be raised to replace the base.

10. The following accounts were approved for payment: (proposed A Davies, seconded R Keep)

Supplier	PC	VH	Cash	Cheque	Details
Travel expenses			£15.12	1119	Teynham - Clerks Info Day
Travel expenses			£4.40	1119	Bank - Headcorn
Travel expenses			£8.80	1119	Rother Valley Press,
Travel expenses			£8.80	1119	Rother Valley Press,
Postage			£22.89	1119	
Four Jays Group	£65.00			1110	Deposit for toilets at Fair
Staples	£58.46			1111	25 reams of white A4 paper
Rother Valley Press	£146.88			1112	Draw tickets
Initial		£34.00		147	
David Heasman	£69.24			1113	
Inland Revenue	£180.51			1120	
Jenny Bourne	£513.00			1115	T-shirts
Jackie Grebby	£601.04			1116	clerk's salary (5 weeks)
Jackie Grebby	£40.00			1116	agreed expenses
Sue Exell		£92.70		148	
Phoenix Software	£740.25			1117	Adobe Creative Suite
Kent Business Equipment	£280.00			1118	hog fair programme
<b>Totals</b>	<b>£2,694.38</b>	<b>£126.70</b>	<b>£60.01</b>		

11. Additional items for the next meeting: Trevor Oliver raised the on-going situation at Victoria Cottages
12. Date of next meeting: Monday 12 July 2004, 8pm in Pluckley Village Hall

There being no further business the meeting closed at. 10:15pm

## Pluckley Parish Council

### *Minutes of the Pluckley Parish Council meeting held on Monday 12 July 2004, at 8pm, in Pluckley Village Hall*

Present: Janet Gwillim (in the Chair), Trevor Oliver, Alan Davies, James Ashby, Russell Keep, Peter Campbell, Andrew Wickham, Simon Crookston, Jen Heathcote

Clerk to the Council, Jackie Grebby

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1. **Apologies for Absence** – these were received from Ann Murray
2. **Declarations of Interest** Peter Campbell declared a prejudicial interest on item 6a
3. **The Minutes of the Meeting** held on Monday 14 June 2004 were approved and signed (proposed Russell Keep, seconded Peter Campbell)
4. **Matters arising from the minutes:**
  - a. **Street cleansing barrow:** The clerk had met with Pete Russell who would be liaising with David Heasman. She had also been contacted by the Clerk to Kingsnorth PC who had a unused barrow surplus to requirements. It was agreed that the clerk would ascertain whether Mr Russell could repair the existing barrow, and if not go back to Kingsnorth, find out if it was suitable and how much they were prepared to sell it for.
  - b. **Hedge cutting:** the clerk reported that the letter to Mr Highwood had been sent.
  - c. **Victoria Cottages:** Andrew Wickham had visited the area. It was understood that it had now become a police matter involving harassment. The PC was aware that some people in the area were intimidated. It was noted that the fly tipping on the opposite side of Lambden Road had been moved.
5. **Correspondence**
  - a The following planning decisions by Ashford Borough Council were noted:
    - i 04/00887 – Stanford Bridge Farm, Station Road: extension to farmhouse. Planning permission granted
    - ii 04/00578 – Pinnock Farm Cottage, The Pinnock: erection of conservatory. Planning permission granted
    - iii 04/00899 – Pinnock Farm Cottage, The Pinnock: erection of conservatory. Planning permission granted (Listed building)
  - b Letter from Egerton PC notifying the dates of the Egerton Music Festival – Friday 1 to Sunday 10 July 2005: noted
  - c Letter from KCC regarding Pinnock Bridge Composting site stating that all green waste composting has ceased at the site; that any remaining finished product stored within the barn is solely for the use of Mr Heathcote on his landholdings; and that some minor quantities of plastic waste are to be removed to a licensed waste disposal facility.
  - d Events:
    - i Disability Awareness Course – Tues 21 Sept, Hothfield.: noted.
    - ii Disability Discrimination Act Seminar – Thurs 16 Sept, Hothfield, Cost £5: noted
  - e KAPC Parish News: noted
  - f Ashford CAB – request for a donation. It was resolved not to make a financial contribution, but to pass the information on to the editor of the parish magazine. (Proposed Alan Davies, Seconded Andrew Wickham)
  - g Other items of correspondence were circulated during the meeting and noted. Viz:
    - i KAPC minutes of June meeting
    - ii Kent Energy Centre Newsletter
    - iii Clerks & Councils Direct May & July issues

- iv Kent & Medway Structure Plan: draft list of matters for discussion & participants for the public examination
- v The Playing Field newsletter
- vi Police Forum minutes of June meeting
- vii KTA newsletter
- viii KRCC & RAISE newsletters
- ix Kent Police special constable recruitment
- x Kent Community Foundation: Community Champions
- xi Local Council Review July issue
- xii Oast to Coast
- xiii Voluntary Car Schemes

**a. The following Planning applications were considered**

- a. 04/01125: Oven Green, Smarden Road: change of use of land for erection of Garage/Store and driveway. Mr Campbell declared a prejudicial interest, being the applicant, and left the room whilst the matter was discussed. It was resolved to support the application (proposed Trevor Oliver, seconded James Ashby).
- b. AS/04/TEMP/0033: Pluckley Landfill, Chambers Green Road: variation of condition to allow increased frequency of tanker movements for the disposal of leachate. It was resolved to support the application
- c. AS/93/1204/R18: Pluckley Quarry, Smarden Road: details of previous permission for dewatering and discharging. It was resolved to support the application

**b. To receive reports from committees**

**a. Plans Committee, 28 June 2004:**

Present: Alan Davies, Ann Murray, Russell Keep.

It being the first meeting of the committee since the annual parish council meeting, Ann Murray proposed and Russell Keep seconded that Alan Davies be re-elected chairman for the ensuing year. Carried nem con.

The following applications were considered:

- i. 04/01031: Fig Tree Cottage, erection of stud wall in bedroom to form shower room/toilet. It was resolved to support the application and to comment that the committee would be most surprised if the application was not granted in view of the complete lack of external impact that the alterations would have on the building. There would be no detrimental effect on the conservation area (policy EN15) nor would the alteration cause the loss or damage to the historic fabric of the building (policy EN21). A request was made for the application to be placed before ABC plans committee if council officers did not concur.
- ii. 04/00934: 5 Dering Terrace, Station Road. Loft conversion. It was resolved to object to the application and to comment that it does not meet the criteria set down in policy EN16 for a conservation area; that 'velux' windows would detract from the established character of the building; to regret that a comparison was made with an adjoining property, which is not consistent with the rest of the terrace and should therefore not be used as a precedent; and that the inclusion of 'Dering' style windows is inconsistent with the current fenestration. ). A request was made for the application to be placed before ABC plans committee if council officers did not concur.

- b. **Wealden Wheels:** Alan Davies reported that revenue is below target, with 21 organisations registered – none of which are from Pluckley. Charing Surgery had joined.
- c. **Hog Fair:** the clerk presented a current breakdown of finances reporting that there was still some money to come in – in particular from advertising in the programme. She further reported that there was a quantity of T-shirts remaining unsold and in the possession of the PC. It was resolved that the council hold the stock of T-shirts and bear the cost until such time as another Hog Fair is held when they might be marketed again. It was understood that Alan Davies had been volunteered to co-ordinate/chair next Hog Fair committee and both the chairman and clerk wished him good luck.

**c. To approve recent actions taken on behalf of the council by the Clerk and to receive a report regarding items needing attention.**

- a. The clerk reported that the village hall had been booked for a public meeting on 30 July to discuss the situation regarding rail services. Damian Green, MP would be attending. She had supplied several posters and flyers advertising the event. It was resolved that the

council would support the initiative and that under the circumstances cost of hall hire should be either waived, if the village hall committee concurred, or be met by the parish council.

- b. John Bridgman had contacted the clerk requesting a lease for his junior football club. This club apparently meets on Saturday mornings on the recreation ground. The cricket club had approached him with a request that he applies for grant funding towards the new sports pavilion but they also told him that he needed to provide a lease agreement to show that he was a bonafide applicant. The clerk had not had an opportunity to consult the lease agreement between the PC and the cricket club, nor with the cricket club themselves, but thought it might be easier to change a clause within the current lease to enable to cricket club, with the approval of the PC, to sub-let the ground. The clerk was requested to consult the relevant documents and, if she thought necessary, with the council's solicitor.
- c. The clerk reported that a resident and her dog had been attacked by another dog on Forge Hill. The occurrence had been reported to the police.
- d. **The state of the perimeter of the Westfields Estate** was considered. The clerk had received a letter of complaint from a resident in Egerton Road. It was acknowledged that, while the occupants of 21 Westfields were most assiduous in keeping the corner tidy, many of the occupants, in particular those whose properties backed onto Egerton Road, rarely if ever looked after their portions. The clerk was requested to write to all occupants of Westfields properties backing onto both Egerton Road and Smarden Road requesting that they carry out essential upkeep of that part of their property. It was noted that some of the houses were in the ownership of housing associations, Simon Crookston had this information and would pass it on to the clerk.
- e. **The current situation regarding Broadband access** for the village was discussed. Although contractors for BT had informed both the clerk and Mr Davies that the exchange was now fully wired for ADSL and that all that remained was for BT to commission it, BT had announced that it would not be available until 18 May 2005. The clerk was requested to write to Damian Green MP and ask for his assistance in putting pressure on BT to accelerate the time scale.
- f. **Finance:**
- a. Annual Return. The accounts and annual return, having been circulated to all members prior to the meeting, it was resolved that they be approved and that the chairman and clerk should sign the documents (proposed A Davies, seconded T Oliver)
- b. The following accounts were approved for payment:

Supplier	PC	VH	Fete	Cheque	Details
Kent Business Equipment		£49.35			1122
Janet Gwillim	£157.50			1123	For Justin Pevy, village sign
BT	£74.66			1124	Clerk's telephone
Staples	£44.33			1125	Stationery
David Heasman	£86.55			1126	Road Sweeping
J Grebby	£501.78			1127	Clerk's salary
J Grebby	£40.00			1127	clerk's agreed expenses
A M McHugh			£250.00	149	Draw: First Prize
4 Jays			£195.85	150	Toilets
Pluckley Butchers			£25.00	151	Prize bowling for pig
Joan Edwards			£242.00	152	Payment of burgers, etc.
Egerton Village Hall			£18.00	153	Hire of tables
Cass's			£30.14	154	supplies
BT		£31.47		155	Telephone
All Seasons		£112.50		156	Gardening
Seeboard		£156.82		157	Electricity
Initial Textile		£34.00		158	Mat & Hygiene disposal
D R & P D Missing		£72.85		159	Broken Window
Keith Edwards			£35.35	160	CB Radios (Hewden)

Sue Exell	£92.70	161	Cleaning
Cleanaway	£168.63	162	Waste disposal

- g. **Date of next meeting:** Monday 9 August 2004, 8pm in Pluckley Village Hall

There being no further business the meeting closed at. 9:40pm

## Pluckley Parish Council

### *Minutes of the Pluckley Parish Council meeting held on Monday 9 August 2004, at 8pm, in Pluckley Village Hall*

Present: Janet Gwillim (in the Chair), Trevor Oliver, Peter Campbell, Ann Murray

Clerk to the Council, Jackie Grebby

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- 1 **Apologies for Absence** – these were received from James Ashby, Simon Crookston, Alan Davies, Russell Keep, Andrew Wickham,
- 2 **Declarations of Interest** There were no declarations of interest
- 3 **The Minutes of the Meeting** held on Monday 12 July 2004 were approved and signed (proposed Peter Campbell, seconded Ann Murray)
- 4 **Matters arising from the minutes:**
  - a **Street cleansing barrow:** There was nothing further to report. The clerk would contact David Heasman to see if the matter had been resolved.
  - b **Victoria Cottages:** Although the earlier fly tipping had been removed, more had appeared. It was understood that this was a shed belonging to the tenant of No 3, and had included his tools. This had been removed by ABC before the tenant was able to reclaim his possessions. It was noted that vehicles parked at the lay-by and not showing a current RFL were being moved. DVLA had been informed. It was agreed the council would write formerly to both ABC (Housing) and Weald Police voicing members' concerns over the situation.
  - c **Railway Public Meeting:** it was estimated that approximately 100 people had attended the meeting, although the clerk had received no official report. It was understood Damian Green, MP had agreed to put pressure on the relevant governmental departments and that a survey would be carried out in September
  - d **Westfields:** the clerk reported that Kent Highways had the remit to require tenants to keep their boundaries cut back from highways, and to take action if this was not done. It was agreed that she would action this as soon as possible. It was also agreed that the PC should have a copy of plans and any covenants relating to the Westfields properties. The chairman requested that she be deputed to visit Land Registry. This was agreed and the chairman would have the information for the next meeting.
- 5 **Correspondence**
  - a The following planning decisions by Ashford Borough Council were noted:
    - i 04/01031: Fig Tree Cottage – granted
    - ii 04/00934: 5 Dering Terrace – refused
    - iii 04/01046: Newlands Green, Munday Bois – granted
    - iv 03/03911: The Lodge, Dowle Street – approved
  - b Rural Youth conference 25 Sept – noted. Copy forwarded to Mrs R Beerling
  - c Winged Fellowship Trust request for support – noted
  - d Environment Agency – Flood Warning Team Wed 25 Aug, & Flood Fair 19 Sept – noted. Notices posted around the village
  - e Parish Forum – next meeting 26 October – noted
  - f ABC Housing Strategy review Thurs 16 Sept – noted. The clerk would attend
  - g KCC – letter unauthorised encampments – noted
  - h RoSPA report [circulated prior to the meeting]. Ann Murray requested that this was discussed at the next meeting, but in the meantime asked members to note that the slide apparently required urgent attention. Trevor Oliver would inspect it and report back to the clerk, who would then action any repairs. While various signs were recommended it was commented that it was likely that they

would be vandalised almost immediately, as had those previously placed on the recreation ground.

- h KAPC Parish News: [previously circulated to all members] noted
- i Other items of correspondence were circulated during the meeting and noted. Viz:
  - i KCC Annual Plan
  - ii Health & Safety brochure
  - iii KC Supplies news
  - iv ABC Forward Plan of Key Decisions
  - v BTCV Kent Tree Wardens scheme
  - vi SLCC news, survey, annual conference (£265)
  - vii Countryside Agency training bursary
  - viii NALC latest salary awards
  - ix Kent & Medway Structure Plan Deposit Draft
  - x Kent Flood Fair 19 September
  - xi KCC – brochure – unauthorised encampments
  - xii AB Highways – quarterly newsletter
  - xiii Kent Highways – fact sheets:
    - (1) weed control
    - (2) Temporary signing
    - (3) Vegetation – verges & hedges
  - xiv Kent Highways – update on issues
  - xv KCC – Ashford Cycle Map
  - xvi Forestry Commission register of Panting & Felling
  - xvii Kent Highways – temporary traffic orders

## 6 The following Planning applications were considered

- a 04/01267: Fig Tree Cottage – installation of roof light to the cat-slide roof. It was resolved to support the application
- b 04/01302: The Forest – creation of wildlife pond. It was resolved to support the application, but to request that in view of the archaeology of the area (there is a Medieval moat within The Forest), they would like careful monitoring of any possible historical evidence that may come to light during the excavations.

## 7 Reports from committees

- a **Plans Committee, 28 June 2004:**  
The following application was considered and supported: 04/01231: 6 Station Road single storey extension to rear
- b **Wealden Wheels:** In the absence of Mr Davies there was nothing to report.
- c **Parish Plans:** Ann Murray reported that these were now being developed into a **local development framework** and recommended that a meeting with ABC should be initiated.
- d **Brickworks:** currently there was nothing to report but it was agreed that a meeting of the committee be called for Wednesday 1 September 2004, 8pm in the village hall.
- e **Village Hall:** the minutes of the last meeting, having been previously circulated, were noted.

## 8 Finance:

The following accounts were approved for payment:

Supplier	PC	VH	Fete	Cheque	Details
Charing Scouts			£120.00	164	Marquee
Egerton Fete Cttee			£50.00	163	Marquee
Mercury Windows		£136.42		165	Repairs
Mrs Sue Exell		£92.70		166	
DR & PD Missing		£101.05		167	Repairs
Mid Kent Water		£157.46		168	Water rates
Initial Textile		£34.00		169	Hygiene & Mat
Mrs J Grebby	£499.28			1128	Salary less deductions
Mrs J Grebby	£40.00			1128	Agreed expenses
Mr D Heasman	£69.24			1129	Street sweeping
Playground Management	£86.24			1130	Annual Inspection
Mid Kent Water	£14.68			1131	Water rates – Rec.
[Cass's Store	£100.00			189635	Hills & Etc. voucher]
Donation			£50.00	Cash	Ref Ron Spicer
Travel	23.60			Cash	Clerk's travel Expenses
Postage	£7.05	£2.45	£28.81	Cash	
Keys £25.00				Cash	Recreation Ground

**9 ABC Affordable Rural Local Needs Housing Criteria consultation document** [as circulated] It was agreed to set up a committee to consider the document. Members would be James Ashby, Janet Gwillim, Ann Murray, and Peter Campbell. A meeting would be held on Monday 16 August, 8pm at The Old Forge and the resulting decision would be reported back to the clerk.

**10 Change of bank account for the Hills & Other Unknown Donors Charity from Lloyds to Alliance & Leicester:** The clerk requested that to facilitate the easier processing of funds a new bank account was set up, to operate from the local Post Office. It was noted that although no interest would be forthcoming from the Alliance & Leicester, the level of interest received from Lloyds amounted to approximately £2.75 per annum. It was agreed that the clerk be requested to set up the account as soon as possible with the Alliance & Leicester..

**11 To approve recent actions taken on behalf of the council by the Clerk and to receive a report regarding items needing attention.**

- a **Hog Fair.** The clerk had received a letter querying the non-receipt of a prize for a 'guess the dog's name' competition. The clerk was unaware of such a competition. She had contacted, via email, as many people as possible involved with the event, but so far had had no reply.
- b **Phantoms FC:** the clerk had spoken with both the cricket club and Thorneloe Solicitors and had advised Pluckley CC that they should draw up a sub-lease for 21 years on behalf of the football club. She asked that members therefore give their official permission allowing Pluckley CC to sub-lease the ground to the Phantoms FC. This was agreed. The clerk was requested to contact the school once it reopened after the summer break to ascertain whether there was a need for the larger football posts to be erected on the recreation ground, in view of the fact that both the Phantoms and the school used smaller, portable posts.

**12 Additional items for next agenda**

- a **First Aid Course**

**13 Date of Next Meeting:** Monday 13 September 2004, 8pm

There being no further business the meeting closed at 9:50pm

***Pluckley Parish Council, Brickworks Sub-Committee.***

***Minutes of meeting held on Wednesday 13 September 2004, 8:10pm, in Pluckley Village Hall***

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Present: James Ashby, Jessamy Blanford, Brian Bristow, Paul Ellard, Janet Gwillim, Ann Murray, Paula Woolner.

Clerk to the Council: Jackie Grebby.

- 1 Apologies for absence: These were received from Alan Davies and Ian Mills.
- 2 Election of Chairman for the ensuing year. It was proposed, by Paul Ellard and seconded by Jessamy Blanford, that Janet Gwillim be re-elected chairman for the ensuing year. Carried Unanimously.
- 3 The minutes of the last meeting, held on Wednesday 11 February 2004, were read and approved.
- 4 Update on current issues:
- 5 Ashford Borough Council reply to PC's letter of 7 January 2004. The chairman read this out. It was noted that ABC was merely updating the parish council on the actions they had agreed to undertake at 4 November meeting rather than replying specifically to the PC's letter. The clerk was requested to write to ABC noting this.
- 6 Activity at the site: It was understood that recent operations at the site included the spraying of weed killer over a large area. Members expressed concern especially since ABC had commented that there were specimen oaks and possibly important flora and fauna on the site. It was agreed that a letter would be sent to ABC voicing the committee's concerns and requesting that the recommended survey be carried out even though the application for a Waste Management Licence had apparently not yet been made.  
It was also suggested that the chimney, an important landmark, should be considered for Listed Building restrictions. Paula Woolner would research this option and report back as soon as possible, via the clerk who would then write.
- 7 Any other business
- 8 Publicity: the importance of keeping the brickworks initiative in the public eye was discussed.
- 9 It was agreed that, if the PC was producing an autumn newsletter, then an update should be included.
- 10 A fundraising activity was discussed and, while an event in November was preferred, it was agreed that realistically the New Year would be easier to promote. A date of 22 January was agreed.
- 11 Other uses for site: although the remit of the sub-committee was to fight it as a construction waste recycling centre, the owners had still not made an application for a licence. It was possible that they may have formulated new plans. It was agreed that the clerk should write to the owners inviting them to make a presentation of their plans for the site to the parish council at their earliest convenience.
- 12 Date of next meeting: Wednesday 10 November, 8pm in Pluckley Village Hall.

There being no further business the meeting closed at 9:15pm.

## ***Pluckley Parish Council, Brickworks Sub-Committee.***

### **Minutes of meeting held on Wednesday 8 September 2004, 8:05pm, at Rushbrook Bungalow**

Present: Janet Gwillim (Chairman), Stephanie Banham, Ann Murray, Alan Davies, Russell Keep, Paul Ellard, Paula Malpeli, James Ashby, Jessamy Blanford, Brian Bristow, Jackie Grebby.

- 1 Apologies for absence: No apologies had been received.
- 2 Minutes of the meeting held on Wednesday 1 September. These were noted.
- 3 The chairman opened the meeting by thanking all those who had been able to attend this emergency meeting apologising, that due to a booking at the village hall, it was not possible to hold the meeting there.
- 4 The clerk distributed copies of a communication received on Saturday 4 September from KCC Councillor Richard King. From this it appeared that an application for a waste management licence (WML) had been made by Clearers (SE) Ltd to the Environment Agency some months ago.
- 5 It was understood, the timeline for recent events was:
  - a 14 June 2004 – NJW Associates produce Version 4 of the *Working Plan for Pluckley Waste Recycling Centre*
  - b 15 July 2004 – Consultation letter from EA to KCC
  - c 16 August 2004 – Reply from KCC to EA (copied to ABC, Mark Davies)
  - d 18 August 2004 – KCC email Cllr Richard King
  - e 3 September 2004 – Richard King back from holiday, emails Pluckley Parish Council
  - f 4 September 2004 – email received by clerk.
  - g While the consultation period was 4 months, it was unclear when this period commenced.
- 6 Consultation:
  - a The clerk reported that there was on file a letter from the EA that undertook to add the parish councils to the list of consultees when the Waste Management Licence Application had been received. This had not been done. On speaking to the EA, she was told that it was the understanding of the officer in charge of the application that either KCC or ABC would pass the information on to Pluckley PC.
  - b KCC reported that their understanding was that all paperwork should initially come from the EA, but that if there was a difficulty then KCC would help. KCC was consulting with ABC and had requested an extension.
  - c ABC reported that the paperwork had been sent to their Environment Department, rather than Planning. Planning had only become aware of the issue during the past week. They were putting together a case and had requested that Kent Highways would be given an opportunity to comment. ABC was also requesting an extension.
  - d The EA had faxed across the 'Working Plan' and the 'Licence Conditions' for the application, but was unable to send the relevant maps as they had been produced on A0 sized paper. The clerk was attempting to get all the documentation from KCC via Richard King and had also requested the same from ABC. It was understood that ABC, although willing to pass on copies to the parish council, would first have to get permission from the EA before doing so.
  - e The clerk proposed to send a letter to the EA showing the council's disappointment at the EA's neglect in consulting with the PC. After much discussion, the meeting decided that any letter should be couched in amenable terms so as not to alienate the EA even though the agency was considered to have been negligent.
  - f A wide-ranging discussion followed regarding copies of the WML application papers. Although the clerk would be requesting copies from the EA, KCC, and ABC in writing, it was thought that personal visits to the EA should be made by various members to get copies of the WML application.
- 7 The way forward:
  - a A further wide-ranging discussion considered a possible meeting with the EA. While some felt it would be better to formulate a coherent case against the granting of the WML before meeting with

the EA, others argued that a meeting with the EA, preferably with the head of the Agency, should take place as soon as possible even though it might mean that members of the PC attending the meeting would not be fully acquainted with the facts.

- b The clerk reported that she was still in possession of numerous letters addressed to the EA and sent for safe keeping to the PC until such a time that a WML application had been made. This was done at the request of the EA who, until an application had been made, had no file in which to store such letters. It was agreed that, before the letters are forwarded, a careful study would be made and all salient points noted. (Janet Gwillim would undertake this.) These would form the basis of any comments that the sub-committee would make in objection to the WML. Further discussion followed as to when the said letters should be passed to the EA – should they be sent immediately, or with the PC's comments. There was also the matter of the petition.
- 8 Publicity: A newsletter/flyer and posters should be produced as soon as possible and the website updated. The Kentish Express must be kept informed of the situation.
  - 9 Next meeting: this would be called as soon as there was further information.

There being no further business the meeting closed at 9:35pm.

## *Pluckley Parish Council*

### *Minutes of the Pluckley Parish Council meeting held on Monday 13 September 2004, at 8pm, in Pluckley Village Hall*

Present: Janet Gwillim (in the Chair), Peter Campbell, Alan Davies, Ann Murray, James Ashby, Russell Keep, Andrew Wickham (arrived later)

Members of the public: Andrew Mole, Stephen Ward, Lois McCulloch, Jackie Allen, Molly Huddleston

Clerk to the Council, Jackie Grebby

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- 1 Apologies for Absence: These were accepted from Trevor Oliver and Andrew Wickham (who was delayed)
- 2 Declaration of Interest on Items on the Agenda and any update of Register of Members Interests. The clerk read out a letter from ABC about the relevance of the Code of Conduct and personal interests in the context of Ashford's future growth, the contents of which were noted and would be kept on file.
- 3 Minutes of the Meeting held on Monday 9 August 2004 were approved (proposed Ann Murray, seconded Peter Campbell)
- 4 Report on matters arising from minutes.
  - a. Street Cleansing Barrow: there was nothing to report. The clerk would request an update from Mr Heasman.
  - b. Westfields: the clerk had contacted highways and was awaiting a report.
  - c. Victoria Cottages. The clerk reported that both she and Cllr Andrew Wickham had met with Weald Police and ABC to discuss the situation. Standing orders 63 and 66 were applied and a fuller report was given to the council in closed session.
  - d. Recreation ground – children's slide. Trevor Oliver could not find the crack as reported by RoSPA. James Ashby offered to inspect the equipment and report back to the clerk as soon as possible.
  - e. Hog Fair – some payments were still due from advertisers. Once this had been received a financial report would be produced.
  - f. Pluckley CC & Football Club: there was nothing to report.
- 5 Correspondence: as received by the clerk prior to the meeting
  - a. Planning
    - i. 04/01302: The Forest – creation of wildlife pond – granted
    - ii. 04/01125: Oven Green – change of use & erection of Garage/store and driveway – refused on the grounds that the building would be visually intrusive, the proposed use was unacceptable in a country location, and the driveway passes between two mature oaks and might damage the roots.
    - iii. 04/00708: Weeks Garage – change of use to retail shop with art & craft workshops – withdrawn at applicants request.
    - iv. 04/01267: Fig Tree Cottage – installation of roof light – granted
    - v. 04/01385: Stanford Bridge House – replacement of door with 'Dering' style window – withdrawn at applicants request
    - vi. 04/01231: 6 Station Road, single storey extension – granted
    - vii. 04/00929: Weald House, demolition of existing and erection of replacement dwelling - granted
    - viii. AS/04/1214 & AS/04/886: Pluckley Landfill Site – plan to amend compound layout – granted by KCC
  - b. Ashford's Future – Public meeting Monday 4 October- noted
  - c. Trafalgar Weekend: 21 – 23 October 2005 – noted
  - d. KAPC Finance information day 16 October (£40) – noted (the clerk was unable to attend)

- e. Kent Community Alliance of Networks – Annual Meeting Thurs 30 Sept – noted
  - f. Kent BTCV – Tree Warden & Pond Warden Schemes – request for funding. Ann Murray proposed and James Ashby seconded that a donation of £100 be made this year and that it is included in the budget for future years.
  - g. Ashford Rural Trust Annual Coach Tour – Thurs 28 October £6 per person – Janet Gwillim, Ann Murray, and Alan Davies were interested in attending.
  - h. Presentation – Modern Army in the Public Sector – Tues 26 October – noted
  - i. Circulated to all members: Land ownership and development; Declaring interests – flow chart; Anti-social behaviour Threshold Test
  - j. General Circulation at meeting
    - i. Rural Housing Scheme Newsletter
    - ii. North Weald Parish Forum minutes of last meeting
    - iii. Kent & Medway Walking Bus
    - iv. Ashford’s Future – Public meeting Monday 4 October, 5 to 7pm, Charter House Ashford
    - v. KCC Local Boards
    - vi. ES England Regional Assembly – Update on the South East Plan
    - vii. NALC national salary awards for clerks
    - viii. Ashford Development Update
    - ix. Regional network newsletter
    - x. ABC Forward plan of Key Decisions
    - xi. KAPC minutes of August meeting
    - xii. Ashford Rural Trust Newsletter
  - k. Other items for general circulation between members:
    - i. Working with Young People – resource tool
    - ii. ABC EHS News – focus on new licensing laws
    - iii. ODPM – Model Code of Conduct for Local Government Employees & Review of Regulatory Framework Governing the Political Activities of Local Government Employees
    - iv. Proposed Changes to Regional Planning Guidance for the South East
    - v. KRCC – Rural news – Digest of Defra’s Rural Strategy 2004
    - vi. ABC Draft Statement of Licensing Policy
  - l. Other items received by the clerk and available to members were: Business Link, Kent – *Business Works*; Business Training Courses; The Playing Field; The Clerk; Local Council Review
- 6 To consider such planning applications as received by the clerk prior to the meeting and circulated separately.
- a. 04/01496: Little Farm Attic extension & construction of swimming pool enclosure. It was resolved to support the application.
  - b. 04/01479: Field no 1081 at The Pinnock, replacement access. It was resolved not to support the application and to comment that the PC considered existing gateway more than adequate for the needs of the applicants and any other entrance would be to the detriment of mature trees and hedgerows bordering the site.
  - c. 04/01533: Spring Ridge addition of conservatory, enlargement of existing garage: It was resolved to support the application
- 7 To receive Reports from Committees:
- a. Planning (Meeting held Monday 23 August 2004) Present: Alan Davies (Chairman), James Ashby, Russell Keep, Ann Murray, Trevor Oliver, Mr & Mrs J La Trobe, and the Clerk to the Council. All members were present and there were no declared interests.
    - i. Planning applications:
      - 04/01366: Brockton Farm – Barn Conversion to one bedroom annexe, double carport & secure store. It was resolved to support the application. It was considered that it was a good use of existing buildings and members would have been happy to see a larger conversion if the applicants had so desired.
      - ii. 04/01383: Stanford Bridge House – Removal of modern conservatory and replacement extension. It was resolved to support the application.

- iii. 04/01384: Stanford Bridge House – Removal of modern conservatory and replacement extension (listed building consent). It was resolved to support the application.
- iv. 04/01385: Stanford Bridge House replacement of door with 'Dering' style window (listed building consent). It was resolved to support the application.

There being no further business the meeting closed at 8:20pm

- b. Brickworks Sub Committee. (Meetings held Wednesday 1 & Wednesday 8 September 2004, minutes pages 965-7) noted
- c. Housing Committee (Meeting held Monday 16 August 2004) The committee had met and passed their report and comments on Local Housing Needs criteria to the clerk who had forwarded it to ABC Housing.

- 8 To approve the accounts for payment as presented by the clerk.

<i>Name</i>	<i>Description</i>	<i>Amount</i>	<i>Cheque No</i>
Exell, Sue	Cleaner	£93	171
All Seasons Garden Care	Gardening	£38	172
All Seasons Garden Care	Gardening	£75	172
Initial Textile Services	Hygiene & Mat	£34	173
Missing, DR & PD	Men's toilet	£443	174
Cornhill	Insurance	£798	175
Grebbby, Mrs J	Clerk's Salary less Tax & NI	£599	1132
Grebbby, Mrs J	Clerk's Agreed Expenses	£40	1132
Heasman, David	Street Sweeping	£69	1133
Staples	Stationery	£60	1134

- 9 Clerk's report:

- a. The clerk reported that the Oki Laser multifunction machine purchased as second-hand some years ago for £300 needed urgent repair. This would cost more than a new machine and she requested that the council consider the purchase of more reliable equipment. Russell Keep offered to find prices via his company and contact the clerk.
- b. Christmas cards. A village card had been produced to raise funds for the Dering Organ Fund. It was resolved that the council purchase 25 cards for PR purposes.
- c. Forge Hill footway – the clerk had contacted ABC regarding the hedge and soil covering the footway below Pykel
- d. The clerk was continuing putting pressure on regarding broadband connection to the village. Letters had been written to Damian Green MP and Alison Ritchie, the Chief Broadband Officer at BT. A reply from Mr Green, offered to put pressure on BT subject to the reply from BT and an acknowledgement of the council's letter from Ms Ritchie's assistant.
- e. Allowances for Parish Councillors. A follow up letter had been received from ABC once again requesting payment for the expenses of the Remuneration Panel. On the understanding that the parish council had decided not to make payment, and having taken advice from KAPC, the clerk had replied to ABC stating that the PC did not consider themselves liable for any payment.

- 10 Applications received by the clerk for the proposed First Aid course. This had been advertised in the parish magazine. No applications had been received. Janet Gwillim was prepared to attend a training course. Ann Murray would ask members of the church if there were trained first aiders who would be prepared to attend the occasional village function, or alternatively if anyone wished to attend a training course. BTCV was holding courses in the New Year.

- 11 RoSPA report (circulated last month). It was agreed to hold discussion of this over until the October meeting.

- 12 Proposal by Ann Murray that the parish council applies to Cllr Richard King (KCC) for a grant of £500 to cover the cost of architect's fees for the redesign of the village hall. The motion was carried unanimously and the clerk requested to write to Cllr King.

- 13 Proposal by Ann Murray for amendments to the Parish Plan/Wish List and the Special Landscape Area, seconded by Alan Davies. After a brief explanation, it was resolved that the motion be carried and that Miss Murray would contact ABC with the council's decision.
- 14 Proposal by Ann Murray that there may be brown-field sites within the parish boundaries suitable for designation as potential housing. After a brief explanation, it was resolved that the motion be carried and that Miss Murray would contact ABC with the council's decision.
- 15 Reports and requests from members on Parish Matters.
  - a. Westfields traffic. The clerk reported that Highways could not designate the estate a children's play area, nor were they prepared to put up warning signs.
  - b. Wealden Wheels: Alan Davies reported that the scheme had entered its fifth month and the second quarter was looking good. 33 organisations had joined and a second vehicle had been offered on the understanding that other villages joined the scheme. The existing vehicle hirings were approaching capacity.
- 16 Additional items for next month's agenda
  - a. Internal Audit – Russell Keep would contact the clerk and make arrangements
  - b. Salaries & Rents
  - c. Precept
  - d. Halloween
  - e. Christmas
- 17 Date of Next Meeting: Monday 11 October 204, 8pm, Pluckley Village Hall

There being no further business the meeting closed at 10:15pm

## *Pluckley Parish Council*

### *Minutes of the Pluckley Parish Council meeting held on Monday 11 October 2004, at 8pm, in Pluckley Village Hall*

Present: Janet Gwillim (in the Chair), Andrew Wickham, Peter Campbell, Alan Davies, Ann Murray, Russell Keep, Trevor Oliver.

Members of the public: Jackie Allen, Mike Whatman, Alex Campbell, Sue Whatman, Gary Fryer

Clerk to the Council, Jackie Grebby

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- 1 Apologies for Absence: These were accepted from James Ashby
- 2 Declaration of Interest on Items on the Agenda and any update of Register of Members Interests. The clerk read out a letter from ABC about the relevance of the Code of Conduct and personal interests in the context of Ashford's future growth, the contents of which were noted and would be kept on file.
- 3 Minutes of the Meeting held on Monday 13 September 2004 were approved, after a correction to the date of the minutes [13<sup>th</sup> not 16<sup>th</sup>]
- 4 Report on matters arising from minutes.
  - a Street Cleaning Barrow: The clerk reported that Mr Heasman had not yet had an opportunity to meet with Mr Russell, but was managing with a temporary repair.
  - b Westfields: The overgrown hedging bordering Egerton Road had been reported to Kent Highways, who had inspected it and decided that it was currently not a hazard to pedestrians.
  - c Victoria Cottages: this matter was discussed in closed session and treated as confidential.
  - d Recreation ground: children's slide. Mr Russell had inspected the equipment, removed it, and effected a repair. His invoice was tabled under accounts for payment.
  - e Hog fair: the clerk reported that there were a few outstanding accounts for advertising in the programme. She would liaise with Alan Davies, who would chase them up.
  - f Pluckley CC & Junior FC: there was nothing further to report, the matter of subleasing the recreation ground being in the hands of the Cricket Club.
- 5 Correspondence: as received by the clerk prior to the meeting
  - a The following planning decisions were noted:
    - i 04/01383/AS & 01384 Stanford Bridge House – removal of modern conservatory & replacement of single storey extension: ABC planning consent granted.
    - ii TPO approved on trees at Gwavas Veau, Station Road
    - iii TPO approved on trees at Weald House, Smarden Road
  - b Kent Highways partnership: noted
  - c St Mary's Ruin: it was agreed to support the project although members felt they were unable to instigate a 'Friends of St Mary's Ruin' group at this juncture. The clerk was requested to produce an article for the parish magazine.
  - d Mid Kent Rest Centre Directory: the clerk reported that she had complied with KCC's request for an update for facilities at the village hall in case of a local emergency.
  - e Ray Locke – re sports pavilion request that the PC applies to the Black Horse for permission for the foul pipes to cross the pub garden to access the sewage system in The Street: this was discussed at length as it was understood that the current situation at the Black Horse was uncertain. Access via the churchyard or other properties was considered. The clerk would write in the first instance to the tenants, Enterprise Inns.
  - f A request for a donation of £35 to Sussex Farming & Wildlife Advisory Group: The chairman suggested that this body had proved useful during the past year and may be used again in the near future therefore they should be supported. It was proposed by Alan Davies, seconded by Ann Murray, that a donation of £35 be made to FWAB. Carried unanimously.
  - g Letter from KCC Highway definition team regarding the status of land fronting Dowle Street Farm Bungalow. After some deliberation it was felt that the area in question had always been

considered as part of the highway. All members would make a point of inspecting the site within the next three days and email the clerk if they had firm objections to this decision.

- h Pluckley Station Action Group: the group were keeping the parish council up-to-date.
  - i Invites:
    - KRCC Annual meeting Friday 22 October, 12:30 - 4pm, Lenham: noted
    - Ashford Housing & Health Advice Bus event 19 – 21 October: noted
    - Ken CAN Annual Meeting, Thurs 30 Sept 10:30 to 3:30, Buckmore Park, Gillingham: noted
    - KRCC Licensing Act meeting Thurs 18 Nov, Plaxtol & Tues 23 Nov Lower Hardres, 7:30pm: noted
  - j The following Consultation Documents were circulated to members for reading prior to the November meeting:
    - i Planning for Minerals in Kent 2004 – 2021 – consultation by 9 November
    - ii Clean Neighbourhood – DEFRA document available for download on [www.defra.gov.uk/corporate/consult/clean-neighbourhood/index.htm](http://www.defra.gov.uk/corporate/consult/clean-neighbourhood/index.htm) Government proposals to help deliver cleaner, safer, greener communities as part of drive for sustainable communities
    - iii Medway Catchment Abstraction Management Strategy – consultation by 10 December
  - k Other items of correspondence were made available to members:
    - Standards Committee Report
    - SLCC Clerk's training info
    - Lawn care services
    - KAPC committee
    - Oast to Coast
    - KRCC Community Transport Information Pack
    - Kent Area Early Years Development & Childcare News
    - Regional Network newsletter
  - l KRCC Rural News: a copy was passed to each member
- 6 The following planning applications were considered:
- a 04/01720: Birchwood House, Lambden Road. Hipped roof conservatory. It was resolved to support the application. Proposed Peter Campbell, seconded Trevor Oliver, passed unanimously.
  - b TP/04/00138: Shaw House [Gwavas Vean] Station Road. Woodland maintenance, coppice hazel, ash & sycamore. After some discussion it was resolved to support the application, commenting that it represented responsible forestry practice. Proposed Andrew Wickham, seconded Trevor Oliver. Passed unanimously with the exception of Ann Murray who requested that her dissension be recorded in the minutes.
  - c TP/04/00143: Shaw House [Gwavas Vean] Station Road. Fell 4 chestnut trees. After some discussion it was resolved to comment that members supported the felling of trees T1 and T2, but considered there is no need to fell T4 and T5 as they were not diseased. Proposed Russell Keep, seconded Trevor Oliver. Passed unanimously with the exception of Ann Murray who requested that her dissension be recorded in the minutes.
  - d 04/01449; 04/01588; 04/01715: Luckhurst House, Smarden Road. Demolition of two sub-standard extensions and erection of conservatory. It was resolved to support the application. Proposed Peter Campbell, seconded Andrew Wickham. Carried unanimously
  - e 04/01703: The Cot, Green Hill Lane. Front first extension, 2-storey rear extension and change roof on front windows from flat to pitched. It was resolved to support the application. Proposed Andrew Wickham, seconded Alan Davies. Carried unanimously
- 7 The following committee reports were received:
- a Village Hall Committee: noted
  - b Finance committee: the proposed internal audit had been held over owing to pressure of work due to the brickworks issue.
  - c Wealden Wheels: Alan Davies gave a brief update of the current situation. The company's second quarter was superb. Challock had now joined. More capacity was needed and another vehicle was planned. Further funding of £31,600 was being sought.

8 To approve the accounts for payment as presented by the clerk.

<i>Name</i>	<i>Description</i>	<i>PC</i>	<i>Amount Hall</i>	<i>Cash</i>	<i>Cheque No</i>
Clerk	Travel - car			6.40	
Clerk	Travel - car			6.40	
Clerk	Postage			3.85	
Clerk	Postage			4.62	
Clerk	Postage			0.28	
Clerk	Postage			13.85	
Pluckley CE School	Rec - mowing	426.75			1143
Exell, Sue	Cleaner		92.70		176
Heasman, David	Street Sweeping	86.55			1135
Grebby, Mrs J	Clerk's Salary less Tax & NI	503.87			1136
Grebby, Mrs J	Clerk's Agreed Expenses	40.00			1136
Inland Revenue	Council NIC	67.56			1137
Inland Revenue	Clerk's Tax & NIC	113.17			1137
Southern Water	Water Rates		169.30		177
BT	Telephone		37.04		178
Initial Textile Services	Hygiene & Mat		35.00		179
BT	Clerk's Telephone	84.09			1138
Cleanaway Ltd	Waste bin		188.68		180
All Seasons Garden Care	Gardening		75.00		181
Gwillim, Janet	Christmas cards	50.00			1139
Staples	Stationery	31.95			1140
Russell, P J & Ptnr	Rec & Play grnd repairs	41.13			1141
BTCV	Donation	100.00			1142
Brilliance Theatre Lighting Ltd	Stage lighting		5,802.86		182
Bison Paper	Stationery	131.55			1144
Medash	Noticeboards (FOPS)	558.13			1145
		2,234.75	6,400.58	35.40	

9 Clerk's report:

- a The clerk asked members to note that a new independent auditor would need to be found before the end of the current financial year, Mr Geof Warner now being too unwell to continue in the post.
  - b The clerk had chased up ABC regarding the vacancy for a councillor due to the resignation of Simon Crookston.
  - c Brickworks: members approved the latest newsletter prepared by the clerk and thanked Mr Whatman for his offer of distributing it to the parish. The clerk had sent the letter objecting to the Waste Management Licence application to the Environment Agency and had enclosed all the letters to the EA and held on deposit by the council together with the original signed petition sheets. Copies of all these had also been sent to ABC and KCC. All had been sent via registered post.  
Damian Green MP had forwarded to the parish council a copy of his letter objecting to the application. He also sent a copy of the EA's reply.  
Ann Murray reported that she had contacted the Kent Wildlife Trust. A wildlife survey of the site could not be carried out until the summer months.  
The council was proceeding with the possible listing of the chimney.
  - d Printer: following last month's meeting, the clerk had investigated several multifunction machines and their prices. Currently Staples would be the cheapest taking into account a 20% discount offer available on 18 and 19 October. After this PC Works Business was the cheapest. The clerk was instructed to make the purchase.
  - e Photocopier: this had failed. The clerk had requested Kent Business Equipment to effect repairs as a matter of urgency.
- 10 Halloween: the usual police presence would be in the village and based at the school. In past years both the clerk and chairman had also been in attendance. Mrs Gwillim requested that other members considered visiting the police 'incident' room during the evening.
- 11 RoSPA report (circulated last month). It was agreed to hold discussion of this over until the November meeting. In the meantime Ann Murray would draw up a report and circulate it to all members. She

asked members to note that there was no apparent wheelchair access onto the recreation ground and recommended everyone to inspect the gateways before the next meeting.

- 12 Parish Matters: The clerk was requested to investigate the current stage of clearing the rubbish in Lambden Road.
- 13 Additional items for next month's agenda
  - a The clerk presented the current budget and expected income/expenditure for the remainder of the financial year. It was stressed that this was just a draft for guidance only. The precept for the year 2005/6 would need to be set at the November meeting. Also any increase/decrease in rents and salaries.
  - b Village Christmas Tree.
- 14 Date of Next Meeting: Monday 8 November 2004, 8pm, Pluckley Village Hall

There being no further business the meeting closed at 10:20pm

## *Pluckley Parish Council*

### *Minutes of the Pluckley Parish Council meeting held on Monday 8 November 2004, at 8pm, in Pluckley Village Hall*

Present: Janet Gwillim (in the Chair), Andrew Wickham, Peter Campbell, Alan Davies, Ann Murray, Russell Keep, James Ashby.

Members of the public: Sir Robert Johnson

Clerk to the Council: Jackie Grebby

- 1 Apologies for Absence: These were accepted from Trevor Oliver
- 2 Declaration of Interest on Items on the Agenda and any update of Register of Members Interests. Peter Campbell declared a personal and prejudicial interest in item 6 (planning)
- 3 Minutes of the Meeting held on Monday 11 October 2004 were approved and signed as correct (proposed Alan Davies, seconded Peter Campbell)
- 4 Report on matters arising from minutes.
  - a. Brickworks: Andrew Wickham reported that Ashford Borough Council seemed to think they would be the determining authority for any further applications with regard to waste recycling operations on the site. The Environment Agency had given the impression that they were uncertain of how they would decide the application. Ann Murray reported that she had personally written to Mr Mortimer of ABC's legal department and that his reply conflicted with that she had personally received from Mr Davies in the planning department. The clerk reported that she understood that KCC were looking into the background of the application to see if there was any further information to assist them in their assessment of the matter. The clerk further reported that she had been offered the contact name of a more senior officer within the EA and asked if the council wished her to write to him. Members thought that this action should be held over until the next meeting of the Brickworks sub-committee.
  - b. Street Cleansing Barrow. There was nothing further to report, the clerk still waiting to hear from Mr Heasman.
  - c. Victoria Cottages. The clerk had written to ABC asking them to action the rubbish clearance opposite the cottages. It was understood that the raising of the drop-kerb together with the repair of the hedge was still ongoing as this needed both ABC housing and Kent Highways to agree a date so that all work would be done at the same time. Andrew Wickham reported that currently Kent Highways had decided not to go ahead with the siting of verge posts in the area.
  - d. Hog Fair. There were still some advertisers who had not yet paid. Alan Davies had contacted them. The clerk would send statements.
  - e. Halloween. This had passed off relatively quietly. The Black Horse was closed and, as it was a Sunday, the last train left early. The main areas of concentration this year were Dering Woods, St Mary's ruin, Little Chart, and various farmyards. The clerk had written to Weald Police thanking them for attending.
  - f. Land adjoining Dowle Street Farm. The clerk had written to KCC saying that the PC had always understood the land in question to form part of the highway.
- 5 Correspondence: as received by the clerk prior to the meeting
  - a. The following planning decision was noted: 04/01496/AS Little Farm, Smarden Road. Attic extension and construction of swimming pool enclosure. Permission granted. Noted.
  - b. Letter from Kingsfords Solicitors re Grant of Restaurant Licence, Lower Thorne Farm. The clerk was requested to contact ABC querying the need for 'change of use' planning. The clerk was also requested at the same time to ask if a planning application have been made for the turkey shed on the same site.
  - c. Letter from the John Aspinal Foundation asking for a grant. It was unanimously agreed not to make a grant.
  - d. Letter from the SE Kent Community & Voluntary Service. The chairman would make contact with them and discuss the current situation.

- e. Letter from NALC notifying the PC that the Pluckley website had received a commendation in the Website of the Year category of the Local Council Review and Co-Operative Bank Communications Awards 2004. This information had been passed to the *Kentish Express* and a story had been published.
- f. Letter from ABC offering free advertising for local events. The information was passed to Alan Davies.
- g. Letter from Kent BTCV thanking the PC for the grant. Noted
- h. Letter from Ian Mills advising that he intended to apply for the vacancy of councillor
- i. Email from Paul Cornwell requesting 10 minutes of the council's time at the December meeting to present details of his forthcoming planning application. The chairman requested the clerk to contact either ABC or KAPC to see if such a meeting was allowed.
- j. Other items made available to members were:
- i. ABC Forward Plan of Key Decisions
  - ii. KAPC Annual Report & Minutes of AGM
  - iii. *The Playing Field*
  - iv. Ashford Rural Trust Newsletter
  - v. *Clerk & Councils Direct* – November issue
- k. Copies of: KRCC Rural News, Lieutenancy of Kent flyer, ABC Good Practice protocol for district councillors when dealing with planning matters, and *Guide to Becoming a Quality Council* were passed to each member
- 6 The following planning application was considered:  
04/01790/AS: Oven Green, Smarden Road. Agricultural machinery shed and new access. Peter Campbell, being the applicant, declared a personal and prejudicial interest, and left the room whilst the matter was discussed. It was resolved to support the application. Proposed Andrew Wickham, seconded James Ashby.
- 7 The following committee reports were received:
- a. Finance committee – internal audit A date for this had been set for Saturday 20 November.
  - b. Wealden Wheels: Alan Davies reported that, although there had been a slight hiccup all seemed to be alright. It was expected that the second vehicle would arrive before the end of November.
- 8
- a. The following accounts for payment were approved.

Name	Description	Amount		Cheque No
		PC	Hall Cash	
Clerk to the Council	Postage		7.32	
Clerk to the Council	Travel		12.00	
Grebbby, Mrs J	Clerk's Salary less Tax & NI	£592.08		1146
Grebbby, Mrs J	Clerk's Agreed Expenses	£40.00		1146
Heasman, David	Street Sweeping	£69.24		1147
Exell, Sue	Cleaner		£92.70	183
FWAG	Donation		£35.00	1148
Audit Commission	Audit	£293.75		1149
Staples	Printer	£182.70		1150
Staples	Stationery	£31.12		1150
Initial Textile Services	Hygiene & Mat		£34.00	184
Scribe 2000	Software	£195.00		1151
KCC Supplies	Tables		£342.84	185
Chrysalis Computer Solutions	printer cable	£5.88		1152
Pluckley PCC	Donation	£300.00		1153
KBE	Photocopier repair	£66.98		1154
Royal British Legion	Remembrance Wreath	£16.50		1155
Information Commissioner	DP act registration	£35.00		1156
	Total	£2,352.11		

- b. Appointment of a new independent auditor. This was considered briefly, but then passed over for discussion at a later date.
  - c. Salaries and rents for the year 2005/6, precept for the year 2005/6, and the council budget for the same year. Figures having been passed to all members prior to the meeting, the subject was discussed at length.
    - i. Rents: It was agreed that the Cricket Club rent be raised to £200 per annum, payable in half-yearly instalments and that the Tennis Club rent for the courts be raised to £60 per annum.
    - ii. Salaries: It was agreed to increase all salaries by 3%. i.e. Clerk to the council from £8.50 to £8.76 per hour; David Heasman, street sweeper, from £5.60 to £5.77 per hour; and Sue Exell, village hall caretaker/cleaner from £92.70 to £95.48 per month.
    - iii. Budget: It was agreed to earmark £5,000 for village hall improvements, a further £2,500 towards the Sports Pavilion, and £2,500 towards playground and skate park improvements. It was noted that, while the clerk had notified that although £874 had been budgeted for from ABC towards the cost of street cleansing, Ashford would only contribute £700 – the same as for the previous year, and that they would only agree to contribute £775 for the following year. The clerk asked members to note that there was no provision for contingencies
    - iv. Precept: it was agreed to request a precept of £16,000 for the year 2005/6 on the understanding that at least £1,100 would be received from ABC towards the payment of concurrent functions. The clerk was requested to bear this in mind when completing the precept forms and adjust the precept requirement according if a significantly reduced sum was offered.
- 9 The RoSPA report was considered and it was agreed that Ann Murray would liaise with the clerk over various works needing attention. It was further agreed that, once spring had arrived, the edges of the rubberised surface would be highlighted using a spray paint. It was also agreed that Laurence Fisher would be asked if he would regularly trim around the playground area. Janet Gwillim would contact Mr Fisher.
- 10 Ann Murray's suggestions for general village maintenance were considered at length. It was suggested that, once again, an advertisement would be placed for a maintenance person/groundsman although it was noted that this would have to be either a contractor or self-employed person if they were to be expected to use any machinery to avoid Health & Safety Regulations. It was also noted that no provision had been made in next year's budget for such an employee. It was resolved that:
- a. Ann Murray would liaise with the clerk regarding strimming the bank below Shepherd's Hey.
  - b. Janet Gwillim would ask Ms Mannouch if she would trim the hedge at 2 Shipland Houses. The clerk was requested to first write thanking her for the recent tidying up done on the bank below.
  - c. The clerk was requested to contact Kent Highways to see if the potholes on the entrance to Church Gates could be repaired.
  - d. Concrete posts and rails at Shipland footway: the clerk would contact Highways to see if this could be included in their works schedule. She would also remind them that the railings outside 12 Shiplands Houses had still not been repaired. James Ashby offered to clear away the fallen leaves from those steps.
  - e. Pothole in hall car park. Since this was not part of the highway, Janet Gwillim would ascertain the cost of asphalt from Wickes.
  - f. Village Hall signs: the clerk would chase up ABC with regard to sign-posting the hall.
- 11 The proposal from Little Chart Parish Council that Pluckley co-ordinates its annual village clean up with Little Chart and Egerton next year to try and coordinate activities was considered and it was agreed that it was a good idea. The clerk would liaise with Egerton and Little Chart. Suggested dates were Saturday 19 March (preferred) or Saturday 2 April.
- 12 The clerk requested that Standing Orders be re-numbered to correct the error incurred when the additional requirements relating to members interests were included. This was approved.
- 13 The clerk had received notification by fax that an election would be held for the vacancy of parish councillor. It was likely that this would be during December. The clerk would notify all members and advertise the election as soon as she had the details. All members would do what they could to encourage residents to stand.

- 14 Appointment of a member to the vacancy left by Simon Crookston with regard to selling advertising space and links on the village website. This was deferred until the next meeting
- 15 Village Christmas tree. With the current closure of the Black Horse, who previously provided the electricity for the lights, it was thought that Deborah Smith might be prepared to allow a line into her property. Janet Gwillim would contact her. It was agreed that the council would pay for the electricity. The lights previously used had been donated by the Black Horse. New lights were needed. Andrew Wickham had a catalogue and would pass this to the clerk as soon as possible. The extension cable was the property of Alan Davies. He was prepared to lend it again.
- 16 The suggestion that a regular 'surgery' for residents to meet with councillors was discussed. It was agreed that a pilot scheme lasting 3 months would start Saturday 15 January from 9:30 to 10:30am in the village hall.
- 17 The clerk reported on various actions she had taken on behalf of the council. She would be attending a SLCC training day on Friday 26 November at Harrietsham, and a Licensing information evening on 23 November. Following the installation of broadband on the council's computer, she had updated the firewall program at a cost \$41.07. Staples had another 20% discount day later in November and the clerk proposed to purchase paper and printer cartridges at that time.
- 18 Parish matters:
  - a. Mrs Kettle had written complaining about the overgrown hedging at Westfields. The clerk reported that Highways had attended and did not consider that there was a problem. The clerk was requested to write to the residents reminding them of their duty to keep the bushes under control. She was further requested to copy the letter to Mrs Kettle.
  - b. It was noted that a new garden wall in the school front garden had been knocked down. This had been reported to the police.
  - c. Andrew Wickham reported that he had made ABC aware of the potential situation at the Pinnock regarding the field under new ownership. Ashford were currently reluctant to set a section 106 restriction on the site.
- 19 Additional items for next month's agenda
  - a. Hills and Unknown Donors trustees meeting
  - b. Trafalgar Weekend: 21 to 23 October 2005
  - c. Pluckley Neighbourhood Watch
- 20 Date of Next Meeting: Monday 13 December 2004, 8pm, Pluckley Village Hall

There being no further business the meeting closed at 10:15pm

***Pluckley Parish Council, Brickworks Sub-Committee.  
Minutes of meeting held on Wednesday 24 November 2004, 8pm, at Pluckley Village Hall.***

Present: Janet Gwillim (in the chair), Stephanie Banham, Ann Murray, Jackie Grebby and Jackie Allen, Mike and Sue Whatman.

Apologies for absence: these were received from James Ashby, Alan Davies, Russell Keep, Paula Malpeli, and Andrew Wickham.

The minutes of the two previous meetings, held on 1 and 8 September 2004 were agreed.

The chairman reported that Paul Ellard had regretfully resigned from the committee.

The current situation was discussed at length. An email from Andrew Wickham was read in which he gave an update on the situation regarding ABC's position.

An invitation had been received from Bethersden PC for a representative from Pluckley PC to attend their 8 December meeting and give an update on the current situation to Bethersden members. Jackie Grebby had accepted on Pluckley's behalf and would attend unless another member of the parish council wished to do so. Ann Murray requested that she be the nominated representative. This was agreed.

A letter from Hothfield PC had been received in which they offered their support. Jackie Grebby was instructed to write to Hothfield thanking them and suggesting that they correspond with ABC, KCC, and the EA opposing the project. She was further instructed to alert Hothfield to the fact that if the facility went ahead then, although the preferred lorry route was via Charing, Hothfield would inevitably see an increase in such traffic.

The clerk was further instructed to write to

- 1 Ashford Borough Council, Mark Davies asking how the Environment Agency had replied to ABC's letter of objection
- 2 Ashford Borough Council and ask whose responsibility it is to request an environmental impact study/survey and if such a survey had been carried out.
- 3 Kent County Council and ask if they consider the discrepancies between the CLOPUD and the Working Plan V4 important.
- 4 The Environment Agency inquiring if they are satisfied with the suggested procedures within the Working Plan

It was agreed that Janet Gwillim would consult with Paula Malpeli to see if she thought that the discrepancies between the CLOPUD and the Working Plan V4 should be discussed further with a barrister. There had been further offers of funding if another meeting with a barrister took place.

It was agreed that a follow-up on the radio should be encouraged, stressing that a similar situation can arise anywhere in the country that had a class B2 licence. Mike Whatman had the contacts and would report back to the committee as soon as possible.

Date of next meeting: Thursday 16 December, 8pm. Dering Arms.

## *Pluckley Parish Council*

### *Minutes of the Pluckley Parish Council meeting held on Monday 13 December 2004, at 8pm, in the Committee Room, Pluckley Village Hall*

Present: Trevor Oliver (in the Chair), Peter Campbell, Russell Keep

Clerk to the Council: Jackie Grebby

- 1 Apologies for Absence: These were accepted from Janet Gwillim, Andrew Wickham, Alan Davies, Ann Murray, James Ashby. The hope was expressed that those members absent due to the current wave of colds would be soon recovered.
- 2 Declaration of Interest on Items on the Agenda and any update of Register of Members Interests: there were none
- 3 Minutes of the Meeting held on Monday 8 November 2004 were approved and signed as correct (proposed Russell Keep, seconded Peter Campbell)
- 4 Report on matters arising from minutes.
  - a. Brickworks: The clerk reported the result of recent letters sent to ABC, KCC, and the EA. These were noted
  - b. Victoria Cottages. The drop kerb had been removed and the fence repaired. The rubbish had also been removed. The ASBO (Anti Social Behaviour Order) imposed on Mr Raggett was noted
  - c. Recreation ground. Nothing to report, the clerk not having met with Miss Murray
  - d. Highways: Westfields. Having written to all residents with properties bordering either Egerton Road or Forge Hill, the clerk had had one reply from a tenant who was not too happy with the idea. She had also received a letter from Southern Housing regarding the ownership of the land and would be investigating further.  
The clerk further reported that the steps leading to 12 Westfields had been cleared from fallen leaves and thanked Mr Ashby for doing this
  - e. Annual Village Clean Up: this had been agreed with both Little Chart and Egerton PCs for 19 March 2005. The clerk would liaise with the clerks of both parishes nearer to the date and organise equipment.
- 5 Correspondence: as received by the clerk prior to the meeting
  - a. The following planning decisions were noted
    - i. AS/03/15/R3 Pluckley landfill site, reserved details of landscaping at Gas generation plant. KCC approved
    - ii. 04/01366 Brockton Farm, barn conversion to one bedroom annex. ABC granted
    - iii. 04/01720 Birchwood House, Hipped roof conservatory. ABC granted
    - iv. 04/01479 Field at Pinnock, replacement access. ABC refused
    - v. 04/01715 & 04/01588 & 04/01449 Luckhurst House, conservatory extension & demolition of 2 sub-standard extensions. ABC granted
    - vi. 04/02066 Greystones, erection of 2 chalet houses and 1 2-storey house. ABC refused
    - vii. 04/01533 Spring Ridge, single storey extension, therapy room & garage alterations. ABC granted
    - viii. TP/04/00143 & TP/04/00138 Shaw House, Fell 1 horse chestnut tree & woodland maintenance including felling 1 sycamore tree. ABC granted
    - ix. 04/01703 The Cot, first floor extension, 2-storey extension & change of roof on front windows. ABC granted
    - x. Saracens Condition DN 00/1146/AS noted
  - b. ABC planning consultation period extended from 16 to 24 days
  - c. SERPA request for £20 – it was agreed not to grant the application
  - d. KCC – Ashford Local Board meeting Wed 12 Jan, 5 to 7pm Swan Centre, S Willesborough – noted
  - e. KRCC Community Halls Conference Sat 12 March 2005, Lenham – noted
  - f. Co-Op Bank – noted
  - g. Parish Forum – 5 January – noted
  - h. Standards Board – circulated

- i. Victim Support – request for donation. It was agreed not to grant the application
  - j. BT reply re Broadband – noted
  - k. Lottery Registration – it was agreed to continue the PC registration for another year.
  - l. Pluckley Cricket Club/Pluckley Phantom Football Club lease agreement. This had now been received and the clerk would place a copy on deposit with the council solicitor.
  - m. The following information was passed to members during the meeting
    - i. Charing PC Newsletter
    - ii. KCC Winter Flooding
    - iii. Kent Energy Centre
    - iv. ABC Rural Housing Scheme Newsletter
    - v. Ashford Voice
    - vi. GOSE – competition local groups making a difference
    - vii. ABC forward plan of key decisions
    - viii. Supplementary Planning Guidance notes
  - n. The following publications were made available to members
    - i. Oast to Coast
    - ii. KRCC Halls Newsletter
    - iii. Rural Services Review
    - iv. Business Works
    - v. Local Council Review
- 6 The following planning application was considered:  
04/01970/AS (Del) Brockton Farm, (Listed building) Barn conversion to one bedroom annexe. It was unanimously agreed to support the application.
- 7 The following committee reports were received:
- a. Brickworks. This would be meeting on Thursday 16 December. The minutes of the previous meeting were noted.
  - b. Village Hall . The minutes of the previous meeting were circulated and noted.
  - c. Finance – internal audit. This had been carried out to the satisfaction of Mr Keep. The report had been circulated to all members.
  - d. Wealden Wheels: The clerk read out a report from Mr Davies: the second bus had been purchased and was in operation and the total cost was covered by a Leader + grant.
- 8
- a. The following accounts for payment were approved.

Name	Description	Amount			Cheque No
		PC	Hall	Cash	
Clerk to the Council	Postage			16.38	
Clerk to the Council	Travel			32.80	
B&Q	Hall supplies			3.94	
B&Q	Christmas tree lights (S137)			79.96	
Zonelabs	Firewall			22.77	
Mike Whatman	Hire of Lorry (Brickworks meeting)	50.00			1157
All Seasons Garden Care	Hall garden		75.00		186
KCC Supplies	Cleaning supplies		85.54		187
Initial Textile Services	Mat etc.		35.68		188
Mrs J Grebby	Salary less deductions	503.85			1158
Mrs J Grebby	Agreed expenses	40.00			1158
Mr D Heasman	Street sweeping	85.55			1159
Mrs S Exell	Hall cleaning		92.70		189
Chrysalis Computers	Laser printer toner	121.03			1160
Mower Plant Services	Christmas Tree (S137)	49.94			1161
Cass's Convenience Store	Christmas Tree lighting (S137)	4.67			1162
Staples	Stationery	147.02			1163
Pluckley Sports Assoc	1/3 Hog fair balance		1,981.17		190
Cyril Hoad	Odd jobs	17.31			1164
Deborah Smith	Christmas Tree electric (S137)	15.00			1165
Ashford Borough Council	Lottery licence	17.50			1166

- b. Appointment of a new independent auditor. Trevor Oliver suggested that Mr Trevor Smith might be approached. The clerk would follow this up.
- 9 Hills & Other Unknown Donors. The clerk reminded members that the trustees would be meeting shortly.
- 10 The clerk called members' attention to the fact that during 2005 there were two national celebrations: VE and VJ day, which would be celebrated on Saturday 10 July, and Trafalgar Weekend 21/2 October. These dates were noted and would be further discussed at the next meeting when Mr Davies would be in attendance.
- 11 The clerk presented an estimate for £435 plus vat from AMES for providing background heating in the village hall including n oil filled radiator in the committee room. After some discussion it was agreed that the clerk should put the work in hand.
- 12 The clerk asked members to note the information circulated regarding the Freedom of Information Act. This, together with the implications of the DDA, meant that since the council office was at the clerk's home and not accessible for most disabled people, the proposed PC surgery to be held on a trial basis should be considered to be permanent.  
The clerk further asked members to note her report regarding Working Terms and Conditions for Clerks. She had also attended a meeting covering the new licensing regulations due to come into effect in November 2005. Although she had volunteered to attend a free course on 17 December, this was near Birmingham and she considered travelling expenses would be the same as the cost of attending a similar course in Kent.
- 13 Parish matters: there were none reported
- 14 Additional items for next month's agenda: no requests were made
- 15 Date of Next Meeting: Monday 10 January 2005, 8pm, Pluckley Village Hall

There being no further business the meeting closed at 9:30pm

***Pluckley Parish Council,  
Brickworks Sub-committee of the Plans Committee***  
***Minutes of Meeting held on Thursday 16 December 2004, 8pm, in the Dering Arms (the village  
hall having been booked for a council by election)***

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Present: Janet Gwillim (in the chair), James Ashby, Stephanie Banham, and Jackie Grebby

Apologies for absence were received from: Russell Keep, Ann Murray, Andrew Wickham, Jackie Allen.

Jackie Grebby circulated the replies she had received from the letters sent after the previous meeting. These were noted.

She had consulted with Paula Malpeli who was discussing the current situation with Mike Woolner with a view to instructing a barrister over further issues.

It was agreed that Jackie would write again to the Environment Agency asking for information regarding the request of ABC for a environmental survey to be carried out, and request reassurance that no decision in favour of the applicants would be made before proper data had been obtained with regard to any proposed crushing machinery.

It was agreed to hold the next meeting on Wednesday 19 January, 8pm in Pluckley Village Hall

There being no further business the meeting closed at 8:45pm.