

**Minutes of the Annual Meeting of the Parish Council held on
Tuesday 5th September 2017, Pluckley Village Hall, 7:30pm**

Present	Cllrs Newman (Chair), Beattie, Breach, McAnally, O'Connor, Taylor, Whatman	
In Attendance	Caroline Levett – Clerk; 4 members of the public	
Item		Action Responsibility
1. APOLOGIES	Apologies were received from Cllr Bell.	
2. DECLARATION OF INTERESTS & ALTERATIONS TO REGISTER OF INTERESTS	No declarations of interest.	
3. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING	<p>The Parish Council minutes from the meeting held on 4th July 2017 were unanimously approved as a correct record of the meeting and signed by the Chairman, and publication on the website agreed.</p> <p>a. <i>War Memorial</i> Cllrs Newman and Breach have been in contact with Pluckley PCC and the Monuments Officer for the diocese, who is not keen for the monument to be cleaned. This was agreed to. It has been established that the intended work will require full faculty and application for this will need to be made to the Diocese. Michael Wallis, RBL, advised disquiet with the proposal of the small plinth. MN to contact Michael Wallis.</p> <p>b. <i>Neighbourhood Watch</i> Martin Chambers, Neighbourhood Watch Co-ordinator, will be leaving the village in the near future. Many issues and much advice is now reported through Nextdoor.</p>	MN
4. PARISHIONERS' QUESTIONS	<p>Parishioners raised the issue of development behind Parsonage Cottage.</p> <p>Cllr Newman advised that the Parish Council is not aware of any planning application. This plot was considered by the Neighbourhood Plan Group, but was ruled out, and not supported in the NHP. However the reduction in speed limits could change Highways' view on any development, which could fall under the category of windfall development.</p>	
5. CHAIRMAN'S REPORT CLLR NEWMAN	<p>Cllr Newman advised of the resignations of Cllrs Beattie and Russell, both of whom made excellent contributions to the work of the Parish Council, and to the village.</p> <p>The Clerk will advise ABC of the resignations and start the process to co-opt new parish councillors. The vacancy created by the resignation of Chris Housman has yet to be filled.</p>	CL
6. PLANNING CLLR TAYLOR	<p><i>Applications</i></p> <p>17/01262 5 Westfields, TN27 OPW Proposed 2 storey side extension. Pluckley Parish Council objected to this application on the grounds that it fills to the width of the plot and affects car parking and refuse access.</p> <p>17/01237 39 Westfields, TN27 OPW Lawful development certificate - proposed - loft conversion. No comment.</p> <p>17/01267 1 Thorne Cottage, The Pinnock, TN27 OSP Two storey side extension/single storey rear extension. Cllr Newman declared a non-prejudicial interest, as a consultee. Pluckley Parish Council unanimously objected to this application on the grounds of aesthetics.</p> <p>17/01066 Alexs Autos, Abbots Court, Dowle Street Road, TN27 ORY Erection of new workshop for servicing and repair of motor vehicles including MOT Service station, creation of new access and change of use of existing building to ancillary storage and</p>	

Chairman..... Date.....

Page 1

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	<p>change of use of land for ancillary parking of motor vehicles. Pluckley Parish Council supports this application but requested a statement about external lighting conforming to Ashford dark sky plan, and requested information regarding why the original barn is being retained. These have now been addressed by the applicant.</p> <p><i>Decisions</i></p> <p>17/00366 Land between Lilloett and Green Hedges, Chambers Green Road, Pluckley Proposed 4 bedroom House with detached double garage and parking. This application, which the Parish Council objected to, was refused by ABC.</p> <p><i>ABC Draft Open Space Strategy</i></p> <p>Email received and previously circulated from Emma Powell, ABC Open Space Planning Development Officer. There were a number of omissions from Pluckley. Cllr Taylor to inform ABC.</p>	
7. ASHFORD BC REPORT CLLR BELL	<p>Cllr Bell is awaiting the grant application form regarding speed limit controls. Cllrs Newman and O'Connor to follow up and submit.</p>	MN/TOC
8. NEIGHBOURHOOD PLAN CLLR NEWMAN	<p><i>Lambden Road</i></p> <p>The site has now received planning approval. There are certain conditions and many TPOs.</p> <p><i>The Pinnock</i></p> <p>The site is not yet determined. Several TPOs have been imposed, and a number of issues and concerns raised.</p> <p><i>Pluckley Brickworks</i></p> <p>Cllrs Newman and Taylor had met again with Kentish Stour Partnership.</p> <p>Cllrs Newman and Taylor had been in contact with Martin Wood and confirmed the following : the buildings and chimney have gone and bricks set aside; hardstanding due to be crushed; ponds have been dug; completion of site purchase imminent; ecology management plan received.</p> <p>The issue of moving the clay lifting machine was discussed. The developers are happy to move to the field as a feature, costing approximately £1,500. However it was felt that it would need to be set on a concrete base. It was agreed that Parish Councillors should meet on site to discuss.</p>	
9. TRAFFIC & HIGHWAYS CLLR BEATTIE	<p><i>a. Bus Shelter Egerton Road</i> – Cllr Whatman to investigate this further with the local contractor who recently repaired the bus shelter.</p> <p><i>b. Lambden Road</i> – Resurfaced on 29th August. Ongoing work over the next 2 weeks to reinstate road markings and lift grid boxes.</p> <p><i>c. Joint Parishes Traffic Committee Meeting Representative</i> - Cllr O'Connor has represented Pluckley at this very useful forum.</p> <p>Consideration will need to be given to how Highways issues are addressed and reported.</p>	
10. SPEED LIMIT REVIEW	<p>Road closures to deal with change of speed limit will start 9th October for 5 days. New signs and posts will happen before this.</p>	

Chairman..... Date.....

Page 2

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CLLR O'CONNOR	<p>Highways had requested a drop to every resident to advise of the disruption, the Parish Council would have to meet this cost. Highways has agreed that the Parish Council can use other communication platforms – Communicate, Nextdoor, website.</p> <p>Cllr Bell has offered a grant of £1,000, and Cllr Simpkins a grant of £2,000, towards the cost of the speed limit changes. Cllrs Newman and O'Connor to submit applications.</p>	MN/TOC
11. VILLAGE HALL CLLR BEATTIE	<p>The minutes for the July meeting have been circulated.</p> <p>At the meeting which took place on 4th September it was reported that there are funds of just over £2,500, with the Quilt Show and Quiz scheduled as Hall fundraisers.</p> <p>During the time of the extension build the daytime pilates class will not take place.</p> <p>It was agreed that Cllr Newman would attend the next Village Hall meeting on 6th November.</p>	MN
12 VILLAGE HALL EXTENSION CLLR WHATMAN	<p>Cllr Whatman advised that the project is moving forward, with an anticipated start date of 18th or 25th September. The plans received from the structural engineers for the footings are very detailed, and the cost of this has been met by Redrow. Cllr Newman to write to Redrow and thank them.</p> <p>Cllr Whatman advised that new emergency doors might need to be fitted in due course, at a cost of approximately £1,300 + VAT.</p> <p>The cost of the professional fees that Parish Council agreed to meet is £2,849, and it was unanimously agreed that the Parish Council would cover the cost of the emergency doors, if necessary, from the total £4,000 agreed contribution towards the extension.</p> <p>Cllr Whatman advised that no working group meeting has taken place recently. Cllr Newman to contact Chris Housman.</p>	MN
13. RECREATION GROUND, PAVILION, TENNIS COURTS CLLRS WHATMAN/BREACH	<p><i>Outfield</i> Gang mowing continuing and perimeter cutting still scheduled, awaiting price for field side hedge trim.</p> <p><i>Benches</i> Both perimeter seats have been repaired, thanks to the generosity of two villagers. Further fixed benches can be supplied at a cost of approximately £500 and it was suggested that these could be memorial or sponsored benches.</p> <p><i>Tennis Courts</i> Sign explaining how to book the court still required.</p> <p><i>Children's Play Equipment</i> ROSPA Play Area Inspection Report had been circulated. Some repairs required which are being assessed and will be actioned.</p> <p><i>Petanque</i> Thanks to Cllr Newman and a handful of volunteers it has been refurbished</p> <p><i>Car park</i> No Issues</p> <p><i>Pavilion</i> Water leak repaired and water damaged wall stained blocked. 2 x hand wash water heaters replaced. Vacuum cleaner to be replaced with a more industrial type that will also collect water. Assessing best method of removing the slippage risk on the steps and ramp into the building. Local tiler has offered his services to replace roof tiles. Storage area for marquees etc from Village Hall in progress, costing wall racking for the like, to make it more organisable</p> <p><i>Old Pavilion</i> Contents to be reorganised and repair costs assessed.</p>	MN

	<p><i>Cess Pit</i> Assessment made of a new top for the cess pit. Repair is also required to the brick walls and the leak fixed.</p> <p><i>Static Goal Posts</i> It was agreed that investigating this further would be put on hold given the anticipated contribution from the Brickworks development.</p> <p>It was agreed that all proposals and priorities would be brought to the next meeting.</p>	MW/DB																																																			
14. WEBSITE & COMMUNICATION CLLR NEWMAN	<p>a. <i>New House Lane / Stanford Bridge Broadband</i> The contract with BT has been signed and payment of £7,466 made. Waiting to hear when work will commence. Cllr Russell will see this project through to completion.</p> <p>b. <i>Website Maintenance</i> This takes approximately one to two hours a week and a replacement for Martin Chambers will be sought through Nextdoor and Communicate.</p>																																																				
15. CLERK'S REPORT CAROLINE LEVETT	Nothing to report.																																																				
16. FINANCE CAROLINE LEVETT	<p>The finance report for August had been circulated and the Parish Council ratified and approved the September 2017 payments list :</p> <table border="1"> <tr><td>501299</td><td>C Hoad – Bus Shelter Sweeping</td><td>31.00</td></tr> <tr><td>501300</td><td>J Johns – Recreation Ground Tidying</td><td>45.00</td></tr> <tr><td>501301</td><td>D Heasman – Street Sweeping</td><td>90.00</td></tr> <tr><td>501302</td><td>C Levett – Clerk's Wages</td><td>382.65</td></tr> <tr><td>501303</td><td>M Newman – Petanque Refurbishment</td><td>206.15</td></tr> <tr><td>501304</td><td>Stones Ashford Ltd – Communicate</td><td>116.51</td></tr> <tr><td>501305</td><td>Commercial Services – Grounds Maintenance</td><td>822.49</td></tr> <tr><td>501306</td><td>EDF – Electricity Recreation Ground</td><td>112.75</td></tr> <tr><td>501307</td><td>Quoin Health & Safety Consultants – VH Extension</td><td>912.00</td></tr> <tr><td>501308</td><td>C Levett – Postage</td><td>13.44</td></tr> <tr><td>501309</td><td>David Buckett – Internal Auditor</td><td>315.30</td></tr> <tr><td>501310</td><td>M Whatman – Land Registry</td><td>18.00</td></tr> <tr><td>501311</td><td>BJ Cesspool Services Ltd</td><td>115.00</td></tr> <tr><td>501312</td><td>ABC – Building Control – VH Extension</td><td>936.00</td></tr> <tr><td>501313</td><td>D Breach – Pavilion Heaters</td><td>139.98</td></tr> <tr><td>501314</td><td>R Thompsett</td><td>9.25</td></tr> <tr><td>TOTAL</td><td></td><td>4265.52</td></tr> </table> <p>The grant from ABC towards the Neighbourhood Plan has not yet been received. The Clerk to chase.</p> <p><i>Internal Audit Report</i> This had been circulated prior to the meeting and it was agreed that Cllrs Newman, Whatman and the Clerk would meet to discuss. It was also agreed that Finance would be placed higher on the agenda.</p>	501299	C Hoad – Bus Shelter Sweeping	31.00	501300	J Johns – Recreation Ground Tidying	45.00	501301	D Heasman – Street Sweeping	90.00	501302	C Levett – Clerk's Wages	382.65	501303	M Newman – Petanque Refurbishment	206.15	501304	Stones Ashford Ltd – Communicate	116.51	501305	Commercial Services – Grounds Maintenance	822.49	501306	EDF – Electricity Recreation Ground	112.75	501307	Quoin Health & Safety Consultants – VH Extension	912.00	501308	C Levett – Postage	13.44	501309	David Buckett – Internal Auditor	315.30	501310	M Whatman – Land Registry	18.00	501311	BJ Cesspool Services Ltd	115.00	501312	ABC – Building Control – VH Extension	936.00	501313	D Breach – Pavilion Heaters	139.98	501314	R Thompsett	9.25	TOTAL		4265.52	CL MN/MW/CL
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17. CORRESPONDENCE	No items of correspondence																																																				
18. DIARY	<ul style="list-style-type: none"> Parish Council meeting : Tuesday 3rd October 2017, 7:30pm, Pluckley Village Hall Christmas Tree Carols : Friday 1st or 8th December at 5pm Cllr Breach to discuss with the school. Cllr Whatman to organise Christmas tree, up to £200. 	DB MW																																																			
19. AOB	<ul style="list-style-type: none"> It was agreed that Cllr Taylor would take on Cllr Beattie's role on the Hills and Other Unknown Donors Charity. The Clerk to advise the Trust. Cllr Breach congratulated those involved in Pluckley's Big Bash and appreciated the acknowledgement received for her input. 	CL																																																			
	The meeting closed at 9:15 pm																																																				

