

**Minutes of the Ordinary Meeting of Pluckley Parish Council
held on Tuesday 6th June 2017, Pluckley Village Hall, 7:30pm**

Present	Cllrs Newman (Chair), Beattie, McAnally, Russell, Taylor, Whatman	
In Attendance	Cllr Bell. Caroline Levett – Clerk; 5 members of the public	
Item		Action Responsibility
1. APOLOGIES	Apologies were received from Cllrs Breach and O'Connor.	
2. DECLARATION OF INTERESTS & ALTERATIONS TO REGISTER OF INTERESTS	Cllr Newman declared a personal interest in item 8 planning application 17/00735 Thorne Farm. Cllr Beattie to Chair the meeting for this item.	
3. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING	<p>The Parish Council minutes from the meeting held on 2nd May 2017 were unanimously approved as a correct record of the meeting and signed by the Chairman.</p> <p><i>a. Parish Councillor Resignation</i> Cllr Newman advised that that Cllr Housman had resigned as Parish Councillor and expressed gratitude on behalf of the Parish Council for all that Cllr Housman had done over a number of years.</p> <p><i>b. War Memorial</i> Cllr Newman had met with Chris Housman on site and agreed the solution, as per the Parish Council's last meeting. The favoured contractor has been asked to requote to a precise brief. This has not yet been received. Cllr Russell agreed to take this forward.</p>	GR
4. PARISHIONERS' QUESTIONS	No questions or comments.	
5. CHAIRMAN'S REPORT CLLR NEWMAN	Items covered elsewhere.	
6. PLANNING CLLR TAYLOR	<p><i>Applications</i></p> <p>17/00724/AS The Acorns, Smarden Road, TN27 0SN Erection of a two bay car port and store (re-submission of application 17/00105/AS erection of a two bay car port). The Parish Council agreed it would like further clarification as the changes are not clear from the plans.</p> <p>17/00735/AS Thorne Farm, Lambden Road, TN27 0RB Cllr Newman left the room whilst this application was discussed, and Cllr Beattie took the Chair. Demolition of existing outbuildings and the construction of 4 houses and associated garages with annexe accommodation. This application meets Pluckley's Neighbourhood Plan criteria, which was agreed with the full support of the Parish Council. The Parish Council unanimously agreed to support this application.</p> <p>17/00837/AS Pinnock Yard, The Pinnock, Pluckley Erection of a terrace of two 3 bedroom and two 2 bedroom houses with parking together with 3 allotments. This application meets Pluckley's Neighbourhood Plan requirements and the Parish Council unanimously agreed to support this application.</p> <p>17/00588/AS-Land east of The Dering Arms, The Grove, Pluckley. Conversion of existing garage block to create single storey dwelling. The Parish Council has just received details of this application. Comments are due by 20th June. Cllr Taylor to request this is deferred until 7th July.</p> <p>The Parish Council has been made aware of an application to be submitted by Alex Autos. The business is growing and larger business premises is required. The Parish Council agreed not to comment at this time, and await the application.</p>	
7. ASHFORD BC REPORT CLLR BELL	Nothing new to report.	

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

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These minutes are not a verbatim record of the meeting, but a summary of discussion and decisions taken at the meeting.

<p>8. NEIGHBOURHOOD PLAN CLLR NEWMAN</p>	<p><i>a. Pluckley Brickworks</i></p> <p>It is hoped that agreement between the developer and ABC can be reached shortly regarding the layout of the site.</p> <p>Cllrs Newman and Taylor to meet with the developer regarding public access and the potential offer regarding the woodland and field 1. The developer is taking its eco commitment very seriously.</p> <p>Cllrs Newman and Taylor had had an extremely encouraging meeting with Debbie Reynolds of Kentish Stour Partnerships who was very enthusiastic about the site and keen to work with the Parish Council. The Parish Council agreed that Cllrs Newman and Taylor progress items with the developer and with Kentish Stour Partnerships.</p> <p><i>b. Little Farm</i></p> <p>A potential solution, favoured by the Parish Council, is acceptable to the landowner and adjoining residents. Oliver Peel, ABC Planning, advised that he would struggle to support this proposal.</p>	<p>MN/MT</p>
<p>9. TRAFFIC & HIGHWAYS CLLR BEATTIE</p>	<p><i>a. Bus Shelter Egerton Road</i></p> <p>Cllr Whatman to investigate this further with the local contractor who repaired the bus shelter.</p> <p><i>b. Forge Hill footpath clearance</i></p> <p>Awaiting KCC to clear the footpath.</p>	<p>MW</p>
<p>10. SPEED LIMIT REVIEW CLLR O'CONNOR</p>	<p>The Traffic Order has been ratified and a quote from KCC Highways to carry out the work is awaited.</p>	
<p>11. VILLAGE HALL CLLR BEATTIE</p>	<p>AGM was held on Monday 8th May which the Chairman of the Parish Council attended. The minutes not yet been received for circulation.</p> <p>An extraordinary meeting has been called for Friday 9th June to decide which contractor to award the building of the extension to. Cllr Beattie sought the view of the Parish Council.</p>	
<p>12 VILLAGE HALL EXTENSION CLLRS NEWMAN / WHATMAN</p>	<p>Cllr Newman and Judy Pool attended a meeting of the working group to try to progress the building work. Cllr McAnally has provided advice and four areas of professional input have been identified, at a cost of approximately £4,000, which the Parish Council unanimously agreed to support from the £44,000 agreed.</p> <p>The Parish Council will make the additional £40,000 available, plus £8,000 from ABC, if the project remains affordable and moves quickly.</p> <p>The working group has requested that the contractors, Simcott and Walkers, rebid according to the same new specification to reduce unnecessary cost.</p>	
<p>13. RECREATION GROUND, PAVILION, TENNIS COURTS CLLR WHATMAN</p>	<ul style="list-style-type: none"> • A seat is being repaired. • Cllr Whatman produced a breakdown of expenses for 2016/17. • Concerns were raised regarding cuttings left on the cricket pitch. Cllr Whatman advised that this is in hand. <p><i>Marquee Hire</i></p> <p>The Parish Council unanimously agreed the marquees would not be available for private hire.</p>	
<p>14. WEBSITE & COMMUNICATION CLLR RUSSELL</p>	<p><i>New House Lane / Stanford Bridge Broadband</i></p> <p>Cllr Russell had provided a full report to the Parish Council. The full subsidy from the vouchers of £5,250 has been awarded, and the ground survey has been completed. The formalised quote for the works is awaited.</p> <p><i>Mobile Communication</i></p>	

	O2 is looking into the possibility of upgrading its masts at Leacon Farm and Stanford Bridge.																					
15. CLERK'S REPORT CAROLINE LEVETT	<p><i>a. South Eastern Rail Franchise Public Consultation</i> A response has been received from the Department for Transport (circulated). The Department will analyse feedback, which will be used to inform the development of the next franchise. It will then in the autumn with a stakeholder response document, setting out what it asked, how we responded and ultimately what conclusions it came to, before issuing the Invitation to Tender.</p> <p><i>b. Parish Councillor Vacancy</i> The notice for the first stage of the process will be dated and displayed from 6th June.</p>																					
16. FINANCE CAROLINE LEVETT	<p>1. Audit</p> <p>The internal audit, carried out by David Buckett, took place on 24th May. A few minor amendments were made. David will produce a full report for the Parish Council in due course.</p> <p>The following documents were circulated prior to the meeting : Annual Governance Statement; Internal Audit Report; Accounting Statements; Bank Reconciliation; Explanation of Variances</p> <p>(a) <u>Annual Governance Statement</u> Parish Councillors considered and unanimously agreed the Annual Governance Statement.</p> <p>(b) <u>Annual Accounting Statement</u> Parish Councillors considered and unanimously agreed the Annual Accounting Statement.</p> <p>2. Monthly Finance</p> <p>The Parish Council ratified and approved the June 2017 payments list, and agreed the bank reconciliations and bank statements for April and May 2017.</p> <p>Agreed June payments :</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">C Hoad - Bus Shelter Sweeping</td> <td style="text-align: right;">31.00</td> </tr> <tr> <td>J Johns - Recreation Ground Tidying</td> <td style="text-align: right;">45.00</td> </tr> <tr> <td>D Heasman - Street Sweeping</td> <td style="text-align: right;">180.00</td> </tr> <tr> <td>C Levett - Clerk's Wages</td> <td style="text-align: right;">382.65</td> </tr> <tr> <td>D Breach - Annual Assessment Refreshments</td> <td style="text-align: right;">61.38</td> </tr> <tr> <td>Waterman Infrastructure & Environment Ltd - Speed Limits</td> <td style="text-align: right;">960.00</td> </tr> <tr> <td>M Newman - Neighbourhood Plan Delivery</td> <td style="text-align: right;">100.00</td> </tr> <tr> <td>Soiltec Laboratories Ltd - Village Hall</td> <td style="text-align: right;">895.80</td> </tr> <tr> <td>C Levett - Postage</td> <td style="text-align: right;">6.72</td> </tr> <tr> <td>Serious Graphics Ltd</td> <td style="text-align: right;">82.80</td> </tr> </table> <p>It was agreed that Section 137 grants and other donations would be discussed at the July Parish Council meeting.</p> <p>3. Insurance Renewal</p> <p>Cllrs Beattie and Whatman considered the insurance renewal and made some amendments. Details had been circulated. New premium quotes : 1 year - £1,212.28; 3 Years - £1,166.36; 5 years - £1,120.43. The Parish Council unanimously agreed to renew with Zurich for a further one year.</p>	C Hoad - Bus Shelter Sweeping	31.00	J Johns - Recreation Ground Tidying	45.00	D Heasman - Street Sweeping	180.00	C Levett - Clerk's Wages	382.65	D Breach - Annual Assessment Refreshments	61.38	Waterman Infrastructure & Environment Ltd - Speed Limits	960.00	M Newman - Neighbourhood Plan Delivery	100.00	Soiltec Laboratories Ltd - Village Hall	895.80	C Levett - Postage	6.72	Serious Graphics Ltd	82.80	
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17. CORRESPONDENCE	<p><i>a. KALC Representation</i> It was agreed that attendance at the KALC Ashford Area meetings would be rotated amongst Parish Councillors.</p> <p><i>b. Housing – Westfields Application</i> – Email and documents had been circulated prior to the meeting. Awaiting confirmation from ABC that it has been marketed on Kent</p>																					

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

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	Homechoice. c. National Planning Policy Framework – Email and documents from Shadoxhurst Parish Council had been circulated prior to the meeting. The Parish Council agreed with the sentiment and principles, and would be happy to contribute.	
18. DIARY	<ul style="list-style-type: none"> • Parish Council meeting : Tuesday 4th July 2017, 7:30pm, Pluckley Village Hall • Pluckley's Great Get Together –will now be held on August 19th. 	
	The meeting closed at 9:35 pm	

Caroline Levett, Clerk to Pluckley Parish Council
9th June 2017