

PARISH COUNCIL OF PLUCKLEY

Minutes of the Ordinary Meeting of the Parish held on Tuesday 11th October 2016, Pluckley Village Hall, 7:30pm

Present	Cllrs Housman (Chair), Beattie, Newman, O'Connor, Whatman	
In Attendance	Caroline Levett – Clerk; 5 parishioners.	
Item		Action Responsibility
1. APOLOGIES	Apologies were received from Cllrs O'Connor, Smith and Bell	
2. DECLARATION OF INTERESTS & ALTERATIONS TO REGISTER OF INTERESTS	No declarations of interests were made.	
3. MINUTES OF PREVIOUS MEETING	The Parish Council minutes from the meetings held on 13 th September 2016 were unanimously approved as a correct record of the meeting and signed by the Chairman.	
4. PARISHIONERS' QUESTIONS	<p><u>Pond House</u> The owner of Pond House, Mr Bratton, presented and explained the application for a new dwelling. Cllr Housman thanked him for taking the time to do so.</p> <p><u>Neighbourhood Watch</u> Martin Chambers advised of a spate of crimes in the village, including rogue tarmac operatives burglaries and attempted break-ins. This information had reached him quickly through reports from villagers rather than from the police. NHW continues to work well with the Police although crime reporting remains an issue. Gavin Russell advised that this can be done online. Martin Chambers to investigate further.</p> <p>The Clerk had received Kent Police's Weekly Rural Policing Update from KALC, and Martin Chambers has requested that he also receives this.</p> <p><u>Nextdoor.com</u> Martin Chambers reported that he had launched this app in Pluckley 3 weeks ago, and that it already has 60 members. It is primarily a NHW tool but can be used for other purposes.</p>	
5. CHAIRMAN'S REPORT CLLR HOUSMAN	<p><u>Pluckley War Memorial</u></p> <p>Cllr Beattie had researched potential names for consideration for inclusion on the War Memorial and her report had been circulated. It was agreed that the names of Olive Haffenden and Marc Taylor would be read out at the Remembrance Day Service and their names added to the memorial. It was agreed that Cllr Beattie would seek the help of Michael Wallis, the local Royal British Legion representative, in validating the names of others who should be included.</p> <p>Cllr Housman advised that he would be cleaning the War Memorial and clearing vegetation.</p> <p><u>Communicate</u></p> <p>Communicate is ready for distribution. Volunteers are required to help with the distribution. The Clerk to upload to the website.</p>	<p>CH</p> <p>SB</p> <p>CH</p> <p>CL</p>
6. PLANNING CLLR HOUSMAN	<p><u>Decided Applications</u></p> <p>16/01308/AS Littlebrook Lodge, Forge Hill TN27 0SJ Lawful development certificate - installation of solar panels on roof - approved. Parish Council supported.</p> <p>16/01239/AS Dowle Street Cottage, Dowle Street Road TN27 0RY Proposed new double garage - permission granted. Parish Council supported.</p> <p>16/01194/AS Saracens Paddock, Pluckley Road TN27 0SA Outline application for erection of a new dwelling. Withdrawn by the applicant. Parish Council objected.</p>	

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

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	<p><u>New Applications</u></p> <p>16/01382/AS The Pond House, Station Road, TN27 0QX Demolition of existing Colt House. Proposed replacement dwelling, including a proposed garage block and garden room. A substantial development, including the demolition of the existing single storey wooden bungalow and garage and replacement by a modern two-storey dwelling with wooden cladding, new garage for two cars and a garden room. The application is well documented and supported by a thorough ecological appraisal and design and access statement, with a series of helpful photographs. There are two comments of support from Pluckley residents, and one comment with concerns regarding privacy, which the applicant has corrected. This application was supported by the Parish Council, although not unanimously. Two Parish Councillors expressed concerns regarding the change from a Colt House to a modern barn style house.</p> <p>16/01386/AS Ridge House, Egerton Road, TN27 OPD Alterations and widening of existing driveway; proposed 3 bay garage. Kent Highways had commented that this will improve the existing access. This application was unanimously supported by the Parish Council.</p> <p>16/01417/AS The Acorns, Smarden Road, TN27 0SN - Erection of two bay car port. This application was unanimously supported by the Parish Council.</p> <p>16/01462/AS The Acorns, Smarden Road, TN27 0SN Conversion of garage into habitable accommodation. This application was unanimously supported by the Parish Council. However it was noted that the Parish Council deplores the retrospective nature of the application.</p> <p>16/01360/AS Green Hedges, Chambers Green Road TN27 0RH - Creation of new access (retrospective). This application was unanimously supported by the Parish Council. However it was noted that the Parish Council deplores the retrospective nature of the application.</p> <p>16/01495/AS Ridge House, Egerton Road, TN27 OPD - Conversion of existing stables with associated works to form ancillary annexe. It was agreed to request an extension to the comments due date so that the Parish Council could consider this application in more detail.</p> <p><u>Outstanding issues</u></p> <p>Cllr Smith had made contact with ABC Planning with a view to gaining a clearer understanding of how some permissions have been granted counter to expressed views of the Parish Council. Cllr Smith to report back to the next meeting.</p> <p><u>Pluckley Brickworks</u> Cllrs Newman and Smith had met with the developer. Riverwood Homes is at an advanced stage of acquiring the site from the current owner and has met with ABC. When the formal application has been submitted it is proposed that this is presented to the Parish Council and parishioners (potentially at the Parish Council meeting in November).</p>	<p>PS</p> <p>PS</p> <p>PS</p> <p>PS</p> <p>PS</p> <p>PS</p> <p>PS</p>
7. ASHFORD BC REPORT	Cllr Housman reported that proposed changes to Parliamentary constituencies would result in the new Upper Weald Ward being split. A public hearing takes place on 3 rd and 4 th November in Maidstone. Cllr Housman to circulate details, and the website link, should anyone wish to make comments.	CH
8. NEIGHBOURHOOD PLAN CLLR NEWMAN	<p>ABC's Consultation period ends 24 October. Once ABC has collated the comments the Plan will be submitted for formal examination by the external examiner. Depending on the comments received this may be done by correspondence only or by public hearing.</p> <p>The Clerk has received confirmation from ABC that the nominations of the two Community Assets, Pluckley Post Office and The Black Horse, have now been validated.</p>	
9. TRAFFIC & HIGHWAYS	<u>Bus Shelter Egerton Road</u> One quote has been received, but this did not include work to level the floor of the bus shelter. Cllr Whatman offered to discuss the detailed specification	

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CLLR BEATTIE	<p>with the builder to ensure we receive a correct quotation. Cllr Beattie welcomed his assistance. A second quote is awaited. It was agreed to wait until this quote is received before making a decision.</p> <p><u>Meeting with Highways Steward</u> Cllr Beattie meeting with Ben Maseya on 21st October.</p> <p><u>Forge Hill/Shiplands houses</u> One side of the flight of steps has broken causing a hazard. This was reported to KCC. However this is ABC's responsibility and has now been reported to them for immediate blocking off and subsequent repair.</p> <p><u>Potholes</u> Further potholes have been reported to KCC.</p> <p><u>Tollgate House</u> Cllr Housman visited the owners at the same time as the Highways Steward. They have agreed to cut down the hedge blocking visibility.</p>	SB
10. SPEED LIMIT REVIEW CLLR NEWMAN	<p>A meeting will take place with KCC Highways on 28th October to discuss the issues regarding the parish bid to reduce the current 40mph to 30mph.</p> <p>Toby Howe and Lisa Willoughby will represent Highways (the original attendees at the Spring meeting). Cllrs Charlie Simpkins and Clair Bell also will be present and have been briefed as to the situation. Pluckley Parish will be represented by Cllrs Beattie, Newman and O'Connor.</p> <p>Cllr Beattie asked what any additional cost of the speed control measure may be. This is difficult to determine until the meeting has taken place.</p>	SB/ MN/ TOC
11. VILLAGE HALL CLLR HOUSMAN	<p>It was agreed that, to ensure the shortlisting process is correct, an element of bid quality be taken into account and therefore more information had been requested from bidders, so that all are on the same basis. Recommendations were made to incorporate an element (20%) of quality alongside costs (80%) and a weighted score calculated for each bid. A spreadsheet had been circulated. It was resolved to agree the shortlist of three bidders. It was agreed that the Working Group would meet to discuss this, and grant funding, further.</p> <p>Cllr Housman to write to all bidders.</p> <p>The Church Harvest supper will be held on 22nd October in the Hall. Places are available.</p>	CH/ MN/ MW CH
12. RECREATION GROUND, PAVILION, TENNIS COURTS CLLR WHATMAN	<p>Outfield The perimeter and roadside bank have been cut and trimmed as per the contract. Work to trim all hedges is yet to be completed, and will be done shortly. A quote for £1,120 from Landscape Services had been rejected and other options are being considered.</p> <p>Tennis court The newly formed tennis club is using the court is meeting regularly. A charging and letting system has yet to be established.</p> <p>Pavilion A small amount of maintenance is required.</p> <p>Old Pavilion There had been an unsuccessful break in attempt. Fortunately no damage was caused.</p> <p>The ground is looking good with favourable comments from the public and the cricket club.</p>	MW
13. SAFETY & SECURITY	<p>Kent Police's Weekly Rural Policing Update circulated by the Clerk.</p> <p>Cllr Whatman asked if the Parish Council ought to be taking action ahead of Halloween. It was agreed that Cllr Housman would speak to the Police and the Church, and that Cllr Whatman would speak to the Black Horse.</p>	CH MW
14. ENVIRONMENT	Nothing to report.	
15. WEBSITE & COMMUNICATION CLERK	<p>Martin Chambers had been in contact with Dewar Green regarding the setting up of a members' area accessible only by Parish Councillors on the parish website. A members' area is protected by password but is not secure and should be used only for non-sensitive, non-personal information. For a fee of £90 + VAT the following can be achieved : create a new link to the Members area leading to a login page; create a new page template that is visible</p>	

	<p>only to logged in users; create a Members' area page menu only visible in the Members area. It was resolved to agree to this action.</p> <p>Cllr Housman to update Carol Washer.</p> <p>Cllr Newman asked about the mobile phone survey. Cllr Housman advised that this had been inconclusive but he will follow up the general issue and perhaps raised with KALC for advice.</p>	<p>CH</p> <p>CH</p>
16. PLUCKLEY PRE-SCHOOL CLLR NEWMAN	<p>Cllrs Beattie, Newman and Whatman met and will seek a meeting with the school and KCC to see what options are available for reviving the pre-school.</p> <p>It was agreed that a better relationship needs to be built with the School.</p> <p>Cllr Housman advised that a new Mother and Toddler Group is being considered to be held at the Village Hall.</p>	SB / MN / MW
17. CLERK'S REPORT	<p><u>HAOUD</u> The Clerk has tried to establish the current situation with the Charity and Cllr Beattie's appointment. Cllr Housman has also spoken to a Trustee. There is some confusion over actions and what should be done.</p> <p>No suggestions from Parish Councillors have so far been received regarding a fourth trustee. Any nominations should be forwarded to the Clerk.</p> <p>Cllr Housman proposed that the way forward is first to appoint a fourth Trustee and then call a meeting of the Trustees to resolve the situation and ensure that the Charities Commission are fully informed.</p> <p><u>Parish Councillor Vacancy</u> ABC has advised that the Parish Council is now able to co-opt new members, and this has been advertised by the Clerk. Applicants have until 7th November to apply. Three parishioners have so far expressed an interest, and two written applications received.</p>	ALL
18. FINANCE	<p>The Annual Return has been returned and the Clerk advised of the comments received from the auditor. The comments are of a minor nature. A notice of conclusion of audit should now be displayed which details the rights of inspection, which must include publication on the body's website. The Annual Return must be displayed so that at least Sections 1, 2 and 3 are visible.</p> <p>The monthly finance report had been circulated, with no comments or questions. The Clerk confirmed that the second precept payment from ABC had been received.</p> <p>Cllr Housman and the Clerk to meet and review the budget.</p> <p>Cllr Newman raised the subject of the village Christmas tree and a date for the Carols of Friday 2nd December was agreed. A cost of up to £200 was agreed for the tree and Cllr Whatman agreed to organise this.</p> <p>Cllr Housman advised that a replacement trailer needs to be looked into. Cllr Whatman agreed to do this.</p>	<p>CH/CL</p> <p>CH/ CL</p> <p>MW</p> <p>MW</p>
19. CORRESPONDENCE	<p>KALC – copies available of KALC Annual Report; Strategic Plan; Constitution; Draft Budget</p> <p>KALC – notice of AGM and election of President, Vice-Presidents and Auditors. Cllr Housman to look at.</p> <p>KALC – Community Awards Scheme. Cllr Housman to look at.</p> <p>Royal British Legion – AGM takes places on 21st October at Little Chart Village Hall.</p>	<p>CH</p> <p>CH</p>
20. ITEMS FOR FUTURE CONSIDERATION	Cllr Housman circulated suggested hire forms for the pavilion and marquee, to be discussed at the next meeting.	ALL
21. DATE OF NEXT MEETING	The next scheduled meeting is Tuesday 11 th November, 7:30pm, at Pluckley Village Hall.	

	The meeting closed at 9.45pm	
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Caroline Levett, Clerk to Pluckley Parish Council
14th October 2016