

PARISH COUNCIL OF PLUCKLEY

Minutes of the Ordinary Meeting of the Parish held on Tuesday 13th September 2016, Pluckley Village Hall, 7:30pm

Present	Cllrs Housman (Chair), Beattie, Newman, O'Connor, Smith, Whatman	
In Attendance	Cllr Bell; Caroline Levett – Clerk; 0 parishioners.	
Item		Action Responsibility
1. APOLOGIES	No apologies.	
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 12 th July and 24 th August 2016 were unanimously approved as a correct record of the meeting and signed by the Chairman.	
4. PARISHIONERS' QUESTIONS	None.	
5. CHAIRMAN'S REPORT CLLR HOUSMAN	<p>Hills and Other Unknown Donors Charity</p> <p>Cllr Housman advised that the Parish Council needs to appoint a fourth trustee. It was agreed that Parish Councillors would suggest nominees to the Clerk by the end of September.</p> <p>Cllr Beattie completed her Trustee form and is awaiting confirmation that this has been actioned as the Charity Commission's website is still showing the old trustees. The Clerk has contacted Janet Gwillim to ascertain.</p> <p>The Clerk replied to Mrs Grebby's letter on 24th August, as agreed by the Parish Council, and has not received any response. Janet Gwillim has confirmed that she is happy to remain as a Trustee.</p> <p>Cllr Beattie and the Clerk to meet and discuss.</p> <p>War Memorial</p> <p>Cllr Housman acknowledged the research so far carried out by Cllrs Beattie and Whatman and the addition of Olive Haffenden's details to the War Memorial were agreed. Cllr Beattie will carry out further research on others who may be eligible. It is unlikely that the names will be added by Remembrance Sunday, but the names will be read out at the Remembrance Service.</p> <p>Cllr Newman advised that the War Memorial needs cleaning and vegetation cutting back. Cllr Housman volunteered to do this.</p> <p>KALC Meeting</p> <p>The Ashford Area KALC meeting takes place on 21st September. Cllr Housman will be attending and invited others to join him.</p>	<p align="center">ALL</p> <p align="center">SB/CL</p> <p align="center">SB</p> <p align="center">CH</p> <p align="center">CH</p> <p align="center">CH</p> <p align="center">ALL</p>
6. PLANNING CLLRS SMITH	<p>Permissions granted</p> <p>16/00624 3 Jennings Farm Cottage, Charing Road, TN27 0QL Replacement of existing windows - 3No. windows to rear elevation and 4No. windows to front elevation with softwood, single glazed windows. (Resubmission of 08/01356/AS)</p>	

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>16/00550 Thorne House, Smarden Road, TN27 ORE Change of use of land from agriculture to a mixed use for agriculture and seasonal glamping (1st May-31 August) with the erection of 6No. bell tents and associated development being the laying of hardstanding (patio), erection of a lean-to extension to provide showers and toilet, erection of a brick built BBQ, installation of a hot tub, erection of a toilet and fencing (part-retrospective).</p> <p>Subsequent to this Cllr Smith had contacted the case officer as it had been reported that there were 8 tents on the site and no action regarding the fence. The tent issue is now the subject of an enforcement notice and notification concerning the fencing is awaited.</p> <p>16/00784 Stanford Bridge Farm, Station Road, TN27 ORU Erection of cattle handling building (retrospective)</p> <p>16/00905 Wenny House, Surrenden Road, TN27 OPP Proposed new tennis court</p> <p>14/00546/AMND Amended Plans Approved Community Hall, Station Road, TN27 OQZ. Revision to the size of the side extension on planning permission 14/00546/AS for the proposed alterations and extensions to Pluckley Village Hall. The correct drawings have now been submitted by the architect.</p> <p>15/01008/CONA Permit. Lantarna, The Pinnock, TN27 OSP. Discharge Conditions 2, 4, 5, 6, 8, 9, 11, 12, 13, & 15. The Parish Council was disappointed with this outcome, particularly regarding ABC's agreement to black weatherboarding and its inappropriate impact within the character of the setting. Issues regarding ABC's lack of communication, lack of feedback and lack of consideration of the Parish Council's view have been raised before, with the support of Cllr Bell. It was therefore agreed that Cllr Smith would draft a letter to ABC Planning and circulate to all Parish Councillors before sending to ABC.</p> <p>Applications withdrawn</p> <p>1600769 Dowle Street Cottage, Dowle Street Road, Pluckley, TN27 ORY Proposed single storey rear and side extension, erection of a detached double garage.</p> <p>16/770 Dowle Street Cottage, Dowle Street Road, Pluckley, TN27 ORY Proposed single storey rear and side extension, replacement of detached garage.</p> <p>New Applications</p> <p>16/01057 3 Jennings Farm Cottage, Charing Road, Pluckley, TN27 OQL Replacement front door. The Parish Council unanimously supported this.</p> <p>16/01302 Jennings Farm, Charing Road, Pluckley, TN27 OQN Lawful development certificate - Existing - Use of building as light industrial B1(c). The Parish Council unanimously supported this.</p> <p>16/01193 3 Sunflowers, Egerton Road, Pluckley, TN27 OPD Variation of condition Approval of revised drawing no. P01 Rev G to increase ridge height and removal of rear extension. The Parish Council unanimously supported this.</p> <p>16/01194 Saracens Paddock, Pluckley Road, Pluckley, TN27 OSA Outline application for erection of a new dwelling. This site is away from the built-up part of the village, and there appeared to be no special circumstances. The Parish Council therefore unanimously</p>	PS
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	<p>objected to this.</p> <p>16/01239 Dowle Street Cottage, Dowle Street Road, Pluckley, TN27 0RY Proposed new double garage. The Parish Council unanimously supported this.</p> <p>16/01308 Littlebrook Lodge, Forge Hill, Pluckley, TN27 0SJ Lawful development certificate - proposed - installation of solar panels on roof. The Parish Council unanimously supported this.</p> <p>16/01331 Cooper Farm, Chambers Green Road, Pluckley, TN27 0RH Proposed underpinning and minor repairs to elevations. The Parish Council unanimously supported this.</p> <p>To Note:</p> <p>CO/15/00008 – Creation of 3 residential dwellings. This was discussed at the Parish Council meeting of 10th May and a planning contravention notice was served on the owners by ABC. Cllr Smith reported no formal enforcement action has been taken as ABC Planning have been informed that the residential use of the three units concerned has been reported as ceased. An application is expected re the equestrian development as previously advised. Parish Councillors to monitor.</p> <p>Pluckley Brickworks</p> <p>An email had been received and circulated from Oliver Peel, ABC advising that he had met with the proposed developer (Riverwood Homes) and their design team who had presented a masterplan as to how they envisage the site being developed for 25 units. Oliver Peel has suggested that they present this to the Parish Council so that there can be local input before any plans are firmed up. Cllr Newman has since received an email from Mick Drury (site agent) advising that Martin Wood will be purchasing the site and new architects employed. It was agreed that Cllrs Newman and Smith would meet with the developers as a fact-finding mission.</p> <p>Planning Enquiry</p> <p>Cllr Housman advised that he had been approached by a parishioner regarding a proposed rebuild of a property. It was agreed that in such cases, the Parish Council should advise that it cannot offer advice or comment until it receives an application through the formal process, but it does welcome early dialogue with applicants.</p>	<p>ALL</p> <p>MN/PS</p>
<p>7. ASHFORD BC REPORT CLLR BELL</p>	<p>Cllr Bell advised the following :</p> <ul style="list-style-type: none"> • The draft Local Plan Consultation has ended and all responses are now being looked at which may result in all sites, including new ones, being reconsidered. There were no sites in Pluckley. • The inaugural Parish Forum Conference has taken place. There was a full and varied agenda and delegates reported that it was a useful and informative session. It is hoped that more parishes will be able to attend next year (neither Cllr Housman nor the Clerk had received an invitation and Cllr Bell undertook to check that contact details are up to date). • The new one year trial of litter and dog fouling enforcement has started in Ashford and Tenterden. • A new town centre Community Toilet Scheme has started. Businesses taking part have stickers on their doors. The toilets in Vicarage Road will close soon. • The dog warden is offering a free dog micro-chipping service to combat the issue of finding the owners of unchipped stray dogs. 	<p>CB</p>

	<ul style="list-style-type: none"> The Local Government Boundary Review will make no change to Parishes but a new Ward has been created for Pluckley, Hothfield, Little Chart and Charing Heath. The suggested name for this is Upper Weald. It is also likely that a new Parliamentary constituency will be created. <p>Cllr Whatman thanked Cllr Bell on behalf of the tennis club for the funding received towards the refurbishment of the tennis courts. Cllr Bell responded that she now had money in her 2016-17 budget, and suggested that any interested groups get in touch with her.</p>	
<p>8. NEIGHBOURHOOD PLAN CLLR NEWMAN</p>	<p>Pluckley's Neighbourhood Plan was formally approved by the Parish Council on 24th August and submitted to ABC the following day. ABC has started the public consultation, which will run from 8th September until 24th October.</p> <p>Regarding the Parish Council's nominations of the two Community Assets, ABC has requested that the two separate Title Plans relating to the Black Horse public house are merged into a single Title Plan. Cllrs Beattie and Newman to re-submit.</p>	<p>SB/MN</p>
<p>9. TRAFFIC & HIGHWAYS CLLR BEATTIE</p>	<p>Cllr Beattie had reported the following prior to the meeting:</p> <p><u>Forge Hill</u> – Road repair now satisfactorily completed. Drainage Team Leader thanked.</p> <p><u>Bus Shelter Egerton Road</u> – new KCC grant form received. Mr Dave Clements will not be able to carry out the work until January and had not provided a specification. Cllr Beattie has contacted two others to provide quotes, which have not yet been received.</p> <p><u>Potholes</u> – potholes reported to KCC. Potholes repaired by KCC are Chambers Green Road, Dowle Street, road edge by Moons Edge (Station Road), adjacent to drainage grid on Station Road (near Lambden Road).</p> <p><u>Missing road sign</u> – the fact there is no warning sign for the staggered crossroads on the approach to Pluckley from Charing was reported to KCC. On investigation, there is no evidence of a sign being in place in recent years. A new sign installation must qualify under safety criteria rules and this fails that test. To install a new sign, the Parish Council would need to fund. It is recommended that due to current budget pressures this is not progressed any further. Cllr Whatman advised that he would check the area to see if he could find any evidence of a previous sign.</p> <p><u>Egerton Road junction</u> - Visibility has declined with shrubs planted along the edge of the front garden of Tollgate House, the Highways Steward was to investigate and take any action deemed suitable. Cllr Housman volunteered to speak to the residents informally.</p> <p><u>KCC Members Grant</u> – County Cllr Simkins has confirmed that the repair of Lambden Road has been placed on the list of Find and Fix Maintenance programme and should be completed by the end of October.</p> <p><u>KCC Members Grant</u> – sign cleaning & vegetation clearing – a visit has been requested from the Highways Steward, to review sign cleaning and vegetation clearing in Pluckley.</p> <p><u>Roadside mirror</u> – the Highways Steward confirmed that the mirror at Little Pinnock is on KCC land and not authorised, and the owners will be requested to remove it. A new mirror has been installed opposite Thorne House. Cllr Beattie has asked KCC to look into it.</p> <p><u>Parking in the Village Square outside the shops</u> – Cllr Beattie had circulated a report regarding marked spaces in the village square covering the Conservation Officer's view on parking bay lines, the perceived issues of all day parking by the school and failure to maximise the available spaces. The Parish Council agreed no further action is required at this time.</p> <p><u>Fig Tree Cottage</u> - Cllr Housman had advised of a request by the owner for some road safety improvements to reduce damage being caused to the property by tall vehicles. Cllr Beattie had circulated a report reviewing possible options and concluding that little could be done.</p>	<p>MW</p> <p>CH</p> <p>CB</p>

	However, the owner had also contacted Cllrs Simkins and Bell, and Cllr Bell agreed to request an update from Cllr Simkins.	
9 (i) SPEED LIMIT REVIEW CLLR O'CONNOR	<p>At the meeting held in the Spring it was made clear by KCC Highways senior representatives, that, provided approved consultants were used to prepare an appropriate report with recommendations, and using the evidence already held by KCC, these recommendations would be accepted. Cllr O'Connor reported that this has not happened. He is in contact with Toby Howe and Lisa Willoughby to try to resolve this issue. If necessary he will escalate to a higher level. It was agreed that Cllr Bell would apprise Cllr Simkins (KCC) of this situation</p> <p>It was agreed that the invoice from Waterman Infrastructure and Environment Ltd should be paid in full as the hold up in progressing the project is not of their doing.</p>	CB
10. VILLAGE HALL CLLR HOUSMAN	<p>The Minutes of the previous meeting and the AGM, and the 2015-16 accounts had been circulated. Cllr Housman had attended a management committee meeting on 12th September and advised that bookings are good. Concerns had been raised about the very high electricity bill and it has been proposed that the heating charge needs to be raised to £1 for 20 minutes. Judy Pool will also be researching how often the main electrics system should be tested, and this may become a Parish Council responsibility as landlord.</p> <p>Hall Extension</p> <p>Cllr Housman had circulated a report prior to the meeting.</p> <p>10 firms had expressed an interest in bidding, and eight bids had been received by the due date, with quite wide variations in price.</p> <p>Cllr Whatman had identified an issue with the architects' drawings that were submitted for detailed planning permission. The architects have now corrected this at their cost and resubmitted the drawings to ABC (which have now been agreed)</p> <p>However, there were some other omissions and errors in the architects specifications, so bidders were asked to exclude one drain run, electrics, lighting, heating fire alarm sand decoration from their pricing.</p> <p>Cllr Housman recommended that professional advice be sought on fire safety requirements, and this was agreed.</p> <p>It was agreed that Cllr Housman would look at all the tenders and produce a comparison of all. Cllrs Housman, Newman and Whatman will then meet to consider these and prepare a shortlist.</p> <p>They would also look at grants and funding opportunities.</p>	CH CH/ MN/ MW
11. RECREATION GROUND, PAVILION, TENNIS COURTS CLLR WHATMAN	<p>Cllr Whatman had circulated a report prior to the meeting.</p> <p><u>Tennis Club</u> A new tennis club has been formed. It held its first AGM on 11th September and officers were appointed and rules formulated. Discussions had taken place regarding bookings, charges and access. Cllr Whatman will report back to the next Parish Council meeting with recommendations. Offers have been received for the supply of a new tennis net and wire for the Mugga court.</p> <p><u>Cricket Club</u> Only six Sunday games played this season and a couple of evening friendlies. They have been asked to tidy up and remove redundant items from the old pavilion.</p> <p><u>Children Play area</u> Play equipment is sound. The table and seats for the parents need to be washed down and cleaned</p>	MW

	<p><u>Car Park</u> No issues.</p> <p><u>Pavilion</u> There are a number of repair and other issues to be dealt with. Cllr Whatman will draw up a list and action.</p> <p><u>Field</u> There are a number of issues which Cllr Whatman has been addressing. A quote from Landscape Services to carry out substantial hedge and low hanging branches cuts at £450 + VAT has been received. This was unanimously supported by the Parish Council, and Cllr Whatman would progress.</p> <p>Pavilion and Marquee Hire There was some discussion around these issues and it was agreed that Cllr Housman would produce a booking/hire form for discussion, along with pricing, at the next Parish Council meeting.</p>	<p>MW</p> <p>MW</p> <p>CH</p>
12. SAFETY & SECURITY CLLR O'CONNOR	<p>Cllr O'Connor reported on the Traffic Management Committee regarding Chilmington and advised this has little, if no, impact on Pluckley.</p> <p>Neighbourhood Watch continues to be well managed by Martin Chambers.</p>	
13. ENVIRONMENT CLLR WASHER	<p>The Bethersden marble pavement in front of the Black Horse garden remains overgrown. Cllr Whatman volunteered to look at this and take necessary action.</p>	MW
14. WEBSITE & COMMUNICATION CLERK	<p>The Clerk now has access to the website and has received some training notes. Carol Washer has advised that she is happy to continue to update the website and provide support. Her offer of support was welcomed. However, it was agreed that the Clerk, with the support of Martin Chambers, would act as the main point to update the site.</p> <p>The Clerk had circulated some comments and suggestions from Martin Chambers regarding the website and these will be discussed in more depth in the future. Parish Councillors agreed that a secure Members Area would be useful. The Clerk will discuss further with Martin Chambers on how this could be implemented.</p>	CL
15. PLUCKLEY PRE-SCHOOL CLLR NEWMAN	<p>Documents had been received from KCC regarding requirements for a pre-school. . Cllr Newman reported that it is a huge undertaking to set up a new Pre-School from scratch, and not within the remit of the Parish Council. It was agreed that Parish Council representatives will meet with the School and KCC to discuss how to take this forward, and Cllrs Beattie, Newman and Whatman will meet to discuss.</p>	SB/ MN/ MW
16. CLERK'S REPORT	<p>PARISH COUNCILLOR VACANCY</p> <p>Cllr Housman advised that he had written to Carol Washer, following her resignation, thanking her for her service and support.</p> <p>The Clerk has notified ABC and a notice has been issued. Electors have until 3rd October to write to ABC to request an election. The Clerk will be advised of the outcome on 4th October. If more than 10 electors request an election this will be held no later than 6th December. If not the Parish Council can co-opt a member.</p> <p>The Clerk also reported that ABC had advised that Pluckley Parish Council will reduce to 7 Councillors only when the Community Governance Review recommendations come into effect at the May 2019 elections. There should be 9 parish councillors until then and the Parish Council should be actively seeking to co-opt to the two vacancies outstanding from May 2015 elections. Cllr Housman and the Clerk will clarify this situation, which will be discussed further once the outcome of current vacancy is known.</p>	<p>CL</p> <p>CH/CL</p>

17. FINANCE	The Clerk had circulated prior to the meeting the monthly finance reports and accounting system to date. All payments were approved. It was agreed that the Clerk would follow up payments from the Cricket Club for last year and invoice accordingly for last year and this year.	CL
18. CORRESPONDENCE	No other items of correspondence.	
19. ITEMS FOR FUTURE CONSIDERATION	All covered elsewhere in the minutes.	
20. DATE OF NEXT MEETING	The next scheduled meeting is Tuesday 11 th October, 7:30pm, at Pluckley Village Hall.	
	The meeting closed at 10.30pm	

Caroline Levett, Clerk to Pluckley Parish Council
15th September 2016