

PARISH COUNCIL OF PLUCKLEY

Minutes of the Ordinary Meeting of the Parish held on Tuesday 14th June 2016, Pluckley Village Hall, 7:30pm

Present	Cllrs Housman (Chair), Beattie, Smith, Washer, Whatman	
In Attendance	Caroline Levett – Clerk; 1 parishioner.	
Item		Action Responsibility
1. APOLOGIES	Apologies were received and accepted from Cllr O’Connor, Newman 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 meeting held on 10 th May 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>(i) <u>Parish Chairs’ Forum 25th May</u> Hosted by Cllr Simkins, with guest speaker Toby Howe, KCC Highways Manager for East Kent. Highways Toby presented on KCC’s new Highways organisation structure. He reports to Andrew Loosemore (Head of Highways). Pluckley’s main contact is now (Ben) Benaih Maseya (Highways Steward). The budget has been cut further, and potholes will only be repaired if more than 2” deep or in dangerous locations. Central Government has made extra grants to Councils specifically to address potholes, and a further £350k will be available for the Ashford area for the current year. The aim is to repair holes and surrounding roadway, hopefully stopping further degradation, and preparing for top-dressing in future years. The worst areas must be reported to ensure our fair share of this budget. Village Caretaker Scheme Funding is available from KCC and ABC to support this. Cllr Housman to research further.</p> <p>(ii) <u>Defibrillator</u> The defibrillator is now installed in its box, and opened by undoing two clasps. An alarm sounds when the door is open. It was agreed to publicise through Communicate, the Parish website, Facebook and on noticeboards. The Clerk raised the issue of the difficulties in using the village noticeboard and it was agreed to look into replacing the interior board.</p> <p>(iii) <u>Hills and Other Unknown Donors Charity</u> The change of trustees has yet to be communicated to those affected. Cllr Housman to draft a letter to be sent from the Clerk.</p>	<p>ALL</p> <p>CH</p> <p>MW</p> <p>CH CL</p>
6. PLANNING CLLR SMITH	<p>(i) <u>Permissions granted</u> 16/00524/AS 5 Westfields Proposed garden store and garden room (retrospective). The Parish Council had expressed disquiet that this was a retrospective application. 16/00426/AS The White Cottage, New House Lane Erection of two storey rear extension, replacement front porch and replacement detached triple garage. The Parish Council had supported this. 16/00529/AS Lantarna, The Pinnock Variation of condition 3 on planning approval 15/01008/AS (Erection of detached two storey dwelling, 1.8m high closeboarded fencing along boundaries and bin/cycle store) to revise the approved plans to</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.

reduce the footprint and re-orientate the rear wing from that previously approved. The Parish Council did not object to this.

(ii) New Applications

16/00550/AS Thorne House, Smarden Road 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 hard-standing (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).

Comment: effectively a change of use, albeit seasonal, of a greenfield / agricultural site. The site is already in use and apparently has received positive feedback and support.

In addition, the owner has presented the case in the context of the development "fitting perfectly into the proposed Neighbourhood Plan" quoting Policy E1 - Support for Agriculture and Tourism Development - "developments, particularly agricultural and tourism, are supported where they are demonstrated to make improvements to the economy, environment and landscape, and well-being of the parish." Last summer visitors "contributed significantly to the local economy, spending money at the local farm shop, the Black Horse Pub, The Rose and Crown, the post office and at local restaurants, as well as in the wider area within Ashford and Kent". This argument is supported in particular by the Farm Shop.

Although a retrospective application the application fits with an eco-friendly approach to the development of rural tourism in the area and making a contribution to the local economy, on the explicit conditions that: *(1) no further development of any kind is permitted at this site and (2) that the wooden fence is relocated where it is not obscured by hedgerow to further back in the property and is screened with new hedgerow.*

The Parish Council unanimously supported this application with these two conditions.

16/00624/AS 3 Jennings Farm Cottage, Charing Road Replacement of existing windows - 3 windows to rear elevation and 4 windows to front elevation with softwood, single glazed windows.

Comment: a resubmission of application 08/01356 for which Ashford granted consent. The application is for listed building consent to make alterations to a listed building. A design statement is required where alterations are planned for a listed building. This states: (a) The proposed work comprises taking out existing softwood windows, that are of various designs, and replacing them with windows of one design to match the windows of the listed building opposite. (b) The proposed style will be more in keeping with the surrounding area, enhance the property and give the impression of a single house, as it was in the past "probably a hall house". The Parish Council unanimously supported this application.

	<p>16/00615/AS Caradon, Mill Lane. Lawful Development Certificate - proposed log built mobile home for ancillary use to Caradon, Mill Lane. The Parish Council is not officially a consultee because this is not a formal planning application. However the Parish Council wrote to the Case Officer, expressing its concerns about this proposed development not being subject to the requirements of a full planning application. The following response was received:</p> <p>"Lawful Development Certificates are matters of planning law and are not planning applications where material considerations are taken into account. A decision can therefore only be made as to whether the use, operations or other matter applied for is either lawful or not lawful if carried out in the manner stated in the Certificate. Given the dimensions supplied to us, the location within the boundary of the garden and its ability to be deconstructed and transported, the proposed mobile home would comply with the Caravan Sites Act 1968 as a mobile home, rather than a dwelling. The application makes reference to the use of the mobile for purposes ancillary to the main dwelling. On this basis there would not be a material change in the use of the land and therefore planning permission would not be required. If a Certificate was issued on this basis then the mobile can only be used in the manner stated in the Certificate. The Council could take appropriate measures if this is not followed in the future. There is no requirement to consult neighbours for LDC applications; any proposed certificate would fall to be either lawful or unlawful regardless of the opinions of outside bodies."</p> <p>It was unanimously agreed that the Parish Council would make a strong representation against the proposed siting of the mobile home.</p> <p>16/00784/AS Stanford Bridge Farm, Station Road Erection of cattle handling building. Concerns were raised about the siting of this sizeable building close to the neighbouring house. It was agreed that a site visit and a meeting with the agent would be undertaken by Cllrs Smith and Housman.</p>	PS CH
7. ASHFORD BC REPORT	No report available.	
8. NEIGHBOURHOOD PLAN CLLR NEWMAN	<p>Prior to the meeting Cllr Newman had advised the following :</p> <p>The consultation period is over. Five responses from statutory consultees were received, as follows:</p> <p><i>Historic England</i> - add that development at site H1b does not offend re nearby listed properties. The SG has agreed to insert their suggested form of words.</p> <p><i>National Grid</i> - developers should check capacity before proceeding.</p> <p><i>Southern Water</i> - developers should be responsible for connection to nearest sewerage outlet. SG has agreed to insert their words.</p> <p><i>PCC</i> - several comments: Brickyard site needs footpath to village and small houses, and wooded area is private. SG responded with explanation of the 'deal' struck, and pointed out the mixed views re footpath and its cost. The H1b site is backfilling, not permitted in Design Statement. SG responded that the only way to develop in Pluckley, after brownfield sites are exhausted, is in-filling or back-filling. In fact the Design Statement makes no mention at all of back-filling but stresses opposition to in-filling. The village amenities mentioning churchyard should include The Green (memorial garden). This has now been included. Parking at the station. SAG</p>	

	<p>responded that Community Project C4 covers this. <i>Kent Invicta</i> - unable to comment until they have seen the draft Local Plan. The NDP has now been updated to embrace these comments. The only remaining issues are those queries raised with Clare Wright, our Consultant. She is meeting Danielle Dunn at ABC next week to discuss these.</p> <p>The Consultation Statement has also been brought up to date and the Basic Conditions Statement prepared. The one caveat is that the NDP and particularly the BCS may need some redrafting/ new cross-referencing to reflect the new Local Plan which is expected in draft next week.</p> <p>All three documents and a revised timetable had been circulated to the Parish Council. The SG is seeking one last meeting with DDunn in early July prior to formal submission also in July.</p>	
<p>9. TRAFFIC & HIGHWAYS</p> <p>CLLR BEATTIE</p>	<p>CLlr Beattie reported the following :</p> <p><u>(i) Forge Hill</u> KCC Councilor was escalated to as there had been no response from the KCC Drainage Team. The KCC Drainage team has investigated and will be installing a large French drain. Work commenced on Monday 13th June and expected to take 2 weeks</p> <p><u>(ii) Mirrors</u> A mirror has been installed at the side of the road at Lower Pinnock. The Highways Steward is aware of this and will ascertain whether this is on KCC or private land. Concerns were raised about the lack of visibility emerging from Egerton Road but it is not an option to install a mirror here. It was agreed to check the signage approaching the junction with Swan Lane and Egerton Road when approaching from Charing.</p> <p><u>(iii) Bus Shelter Egerton Road</u> Dave Clements advised that where there had been some sinking the brick could be punched out and a soakaway dug. It was suggested that cold tarmac, rather than concrete, could be set down in front of the bus stop. The new grant application from KCC has still not been released, CLlr Beattie to chase this. It was requested that Dave Clements produces an estimate for the work.</p>	<p>SB</p> <p>SB</p>
<p>10. VILLAGE HALL</p> <p>CLLR HOUSMAN</p>	<p>CLlr Housman reported the following :</p> <p>A very successful Quiz Night raised over £650 for village hall funds, although there are some issues with the sound system. CLlr Housman to investigate.</p> <p>A notice giving advance warning of a procurement opportunity had been submitted to the Government's 'Contract Finder' website. It was agreed that details and plans would be advertised as currently stand. Details and plans, including terms and conditions would be linked to the Parish website and also advertised locally as soon as possible.</p>	<p>CH</p> <p>CH/MW/CW</p>
<p>11. RECREATION GROUND, SPORTS PAVILION, TENNIS COURTS</p> <p>CLLR WHATMAN</p>	<p>CLlr Whatman advised the following :</p> <p><u>Outfield</u> Perimeter and roadside bank has been cut and trimmed as per contract. The hedge needs a complete trim on the field side and the top cut to a lower level. This cannot be carried out until August because of nesting birds. Landscape services is quoting and two other quotes are being sought.</p> <p><u>Tennis court</u> Perimeter fence has been refurbished as per the Park Leisure's quotation. The tennis court is being used but usage could be improved perhaps with coaching and a club.</p> <p><u>Children's Play equipment</u> All working safely.</p> <p><u>Petanque</u> A small working party is to be formed to widen it by 1 metre, re-surface</p>	<p>SB</p>

	<p>and install a bench. <u>Car park</u> No Issues <u>Pavilion</u> Maintenance is required on some small areas which a Cricket Club member has volunteered to undertake. The gutter issue needs to be resolved. <u>Old Pavilion</u> This is being used for storing the hog roast equipment, burger unit etc. as well as some Cricket Club items.</p> <p>CLlr Beattie advised that the Pluckley Women’s Collective Group would like to organise a family picnic event in August and asked about using the Recreation Ground and Pavilion facilities. It was advised that the Recreation Ground is a public space and it was agreed that hire of the Pavilion would be charged at £25 for individuals but this would not be charged for village activities.</p>	
12. SAFETY & SECURITY	Nothing to report	
13. ENVIRONMENT CLLR WASHER	Chicken manure is being spread by farmers and there was report of some flies, but no infestation.	
14. WEBSITE & COMMUNICATION CLLR WASHER	<p>CLlr Washer reported the following :</p> <p>Content is up to date and Dewar Green has set up individual redirects for google searches. There have been no comments, adverse or positive so far. The number of hits on the website can be monitored and this has averaged about 40 hits a day with a peak of 54 shortly after the site’s launch on Monday 23rd May. Updating the website is much easier.</p> <p>CLlr Housman advised on issues regarding mobile phone reception and would circulate a draft questionnaire to Parish Councillors requesting input from parishioners. This could be completed online, with a link included in Communicate.</p>	CH ALL
15. PLUCKLEY PRE-SCHOOL CLLR BEATTIE	<p>Prior to the meeting CLlr Beattie had circulated a report:</p> <p>The Parish Council was made aware at the Annual Assembly that Pre-School would be closing. CLlr Newman, with CLlr Beattie assisting, volunteered to liaise with interested parties. A meeting was held with representatives from the Pre-School and School, and a meeting held with the current Headteacher. A questionnaire has been sent out to residents of Pluckley and some in Little Chart try to establish the level of need for pre-school education in Pluckley. Discussions with interested parties would be ongoing.</p> <p>CLlr Whatman reported that the Headteacher at Pluckley Primary School had approached the Village Hall Committee regarding using the Hall as a new premises, and she had been informed that this would not be possible or suitable. CLlr Housman reported that he believed that this was indeed the case, and he undertook to clarify this and forward copies of the Village Hall Committee minutes to Councillors. CLlr Housman added that this view was also shared by the current Pre-School management.</p>	SB/MW/MN CH

16. CLERK'S REPORT	<p>The Clerk advised that she had attended a KALC Clerk's Conference that day which was very useful and informative.</p> <p>A Councillors' Conference takes place on 7th July and the Clerk recommended councillors' attendance.</p> <p>A Retention of Documents Policy had been circulated and this was adopted by the Parish Council.</p>	
17. FINANCE	<p>(a) <u>Annual Governance Statement</u> Parish Councillors considered and agreed the Annual Governance Statement.</p> <p>(b) <u>Annual Accounting Statement</u> Parish Councillors considered and agreed the Annual Accounting Statement.</p> <p>(c) <u>Monthly Finance figures</u> These had been circulated by the Clerk prior to the meeting and payments for June were approved.</p> <p>(d) <u>Budget</u> The budget for 2016/17 is currently being re-cast and documented by Cllr Housman.</p>	CH
18. CORRESPONDENCE	An email from parishioner regarding broadband and communications was passed to Cllr Washer.	
19. DATE OF NEXT MEETING	Tuesday 12 th July, 7:30pm, at Pluckley Village Hall.	
	The meeting closed at 10:30pm	

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